[ COUNCIL MINUTES]

Date: Monday, July 29th, 2019
Time: 6:00-8:00 PM
Location: Michael Kingsmill Forum, AMS Student Nest

I. Call to Order

The meeting was called to order at 18:11.

II. Amendments to the Agenda

Moved by Ronan, Seconded by Kelly.
“BE IT RESOLVED THAT the agenda be adopted as presente

Helen
Moved by , Seconded by .
“BE IT RESOLVED THAT the sustainability coordinators presentation be tabled to next Council meeting.”

Rachel
Moved by , Seconded by .
“BE IT RESOLVED THAT "creation of the position of Academic Experience Coordinators (2)" be changed to "creation of Academic Experience Extraordinary Working Group".”

III. Adoption of the Agenda

Moved by ____________, Seconded by ____________.
“BE IT RESOLVED THAT the agenda be adopted as presented.”

IV. Speaker’s Business and Land Acknowledgement

The Speaker of Council acknowledged that we are on the ancestral, traditional, and unceded territory of the ha̓n̓q̓am̓íθəm̓ speaking, Musqueam people.

V. Introductions

VI. Presentations

Operating Surplus - VP Finance, Mary Gan
- We could use the operating surplus
- An accumulation of money from all previous years of SUS operations
- Amount: Approx $122k
- Goal: start using the operating surplus sustainably and we don’t continue adding more to this surplus
- Rationale: we should be spending the student fees, maintaining sustainable spending
- 4 step process:
  - Operating surplus request form
  - Budget committee
  - AMS finance approval
  - SUS council
- Already confirmed by the VP
- Maximum amount that can be taken out is $12,000
- Our current emergency fund: $8,920 -> keeping this would be adding more to the operating surplus

Question and Answer Period:
  ● Sarah (proxy for Riley): how would you allocate the money to the projects?
  Mary: Will keep a public record for the VPs to see how much there is left. If a large amount of money is requested, it needs to be discussed with other VPs.

Moved by Mary, Seconded by Ronan.
“BE IT RESOLVED THAT Council approve the usage of the Operating Surplus as presented.”
Note: This motion requires 2/3rds resolution.
Motivated by:
Mary: good idea to spend the operating surplus rather than having it sit in the account

...MOTION PASSES.

RXN Budget - VP Student Life, Joey Zheng

- What is RXN? 2 day welcoming event for incoming students
- Want to make RXN more meaningful
- New for 2019: CCEL, SPAC, SUS opportunities
- Expected total number of attendees: 200 (120 first years)
- Tickets: $30/40/45 (decreased ticket prices)
- Volunteer #: 48
- RXN budget was cut down to $12,000
  - Venue: $7,200
  - Merchandise: $3,210
  - Food $4150
  - Activities:
  - Decor:
- Decided to decrease the amount of food sincere there were lots of leftovers
- Food: Volunteer food, Dinner, etc
  - VAG is the cheapest venue
- Cut down expenses by choosing cold food, choosing the cheapest catering company, picking up instead of shipping
- Venue: Vancouver Art Gallery, Insurance, SRC, DJ and Sound system
- Merchandise: tshirts, Merchandise, Prizes
- Issues: current budget does not allow us to provide enough food due to a large budget cut

Moved by , Seconded by .
“BE IT RESOLVED THAT the presentation time be extended for another 5 minutes.”
- Why?
- Keeping it 2 days would provide more time for students
- Asking for $5,000 from the operating surplus
- AMS has approved the $5000 increase in budget
- With the new budget:
  - Venue: 8185

- Ronan: there would be a net deficit from the $12,000, do you intend to cover the expenses in revenue?
- Joey: Yes. whatever is left would cover the deficit
- Ronan: why does the event have to be formal?
- Joey: the first years enjoy dressing up for the event

Moved by , Seconded by .
“BE IT RESOLVED THAT the Q&A time be extended for another 5 minutes.”
- Sarah(proxy for Riley): why are we cutting the ticket prices?
- Joey: students in previous years have complained about the high ticket price
- Gabby: why is the event not held at the nest?
- Joey: students don’t want to stay on campus for 2 days
- Ronan: The original Budget Committee said the ticket prices should not go over $15/20 to make it better for students
- Joey: hard to find a cheaper venue in Vancouver. But I can consider decreasing the ticket prices
- Ronan: holding the big events on campus and then doing something else outside would significantly decrease the budget. They don’t necessarily have to go downtown for a big party
- Joey: main point of day1 is building friendships

Moved by , Seconded by .
“BE IT RESOLVED THAT the Q&A time be extended for another 2 minutes.”
- Gabby: the price per person is quite high ($100) for one event
- Rachel: did you take into consideration the volunteers?
- Gabby: after considering the volunteer numbers it is still $100/person
Moved by [Name], Seconded by [Name].

“BE IT RESOLVED THAT the Q&A time be extended indefinitely.”

- Kelly: VAG is a good choice for venue. Have you been trying to get some sponsors for merchandise, etc?
- Joey: a tshirt company is giving us 15% discount and have been looking for cheaper options
- Sarah (proxy for Riley): are you serving any food on the first day?
- Sahar: nothing is confirmed yet. considering serving sandwiches or pasta
- Sarah: consider starting the event in the evening to reduce the cost for breakfast?
- Joey: there is no breakfast included
- Sahar: experience is more important than the cost for the incoming students

Moved by Joey, Seconded by Martin.

“BE IT RESOLVED THAT Council approve the amendments made to the 2019 RXN Budget as presented.”
Note: This motion requires 2/3rds resolution.
Motivated by: Joey

- Would like to motivate to make it an overall better experience for first years

Debate:

- Ronan: recommendations from the budget committee was to significantly reduce the budget in big events like Gala. Not sure the current plan would attract more people. Over $25 concerns me that it would restrict the students from coming
- Kip: even if the event is free, people sometimes don’t want to come. Having attractions like the VAG would be better to attract more students
- Martin: the Gala is a great way to promote RXN. The bigger more premium events would attract more students. People will complain if there is no food, etc
- Danny: what happens if the motions doesn’t pass?
- We would have to cut dinner for RXN day 2.
- Sahar: this is about the experience. We have considered making the ticket prices cheaper but it would make out event look less competitive.
- Ronan: Point of slashing dinner on Day 2 should definitely not happen. We also should not just be happy about the increase. Make sure that the events are presented in a more consistent manner
- Gabby: Food is most important at events. How different is this year’s RXN compared to the previous years?
- Joey: Flashy events attract first year students. We are getting help from jumpstart to advertise the event this year.
- Rachel: important to be cost-friendly but it is also important to make the event meaningful. RXN is our first impression and will encourage the participation in SUS
- Julia: what specific advice did jumpstart give? What are the challenges coming from jumpstart being a bigger event?
- Joey: they recommend to incorporate FY event with jumpstart. With the success in jumpstart there are major changes to the FY events.
Moved by , Seconded by .

“BE IT RESOLVED THAT the debate be extended by 2 minutes.”

Abstains: Ronan, Gabby, Danny

...MOTION PASSES.

Academic Experience Extraordinary Working Group - VP Academic, Rachel Shin
- Creation of the new working group
- What are the Academic experience coordinators (AEC) for?
  - To support and improve science students’ academic experience.
- Why?
  - Receive feedback and concerns from students
- roles/activities:
  - Back-to-school surveys
  - Already has a line of budget
  - Coordinated and analyzed by AECs
  - Shorten the surveys for more accurate feedback
  - Outreach and analysis
  - Manage quiet study sessions
  - Help with AMS tutoring
  - Group study sessions
- Info session of BSc:
  - Information regarding promotion and graduation requirements
  - Opportunity for students to ask questions regarding their degree
- Budget proposal:
  - Request $1,500 from admiral project

Q&A:
- Danny: what is the difference between advertising science advising and these info sessions? Aren’t we taking their job?
- Rachel: The difference is that this is a group session. It is an opportunity for students to ask questions specific to their degree

Moved by , Seconded by .

“BE IT RESOLVED THAT the Q&A time be extended by 8 minutes.”

- Julia: is this collaboration with science advising?
- Rachel: I would have to contact Erica to get access to better resources
- Sarah: what kind of incentives are you thinking for monthly
- Rachel: Cheaper options like Costco cookies
- Kip: to answer Danny’s questions, having these info sessions makes resource readily available
- Julia: can you elaborate on the Group study sessions?
● Rachel: this has to be discussed further but the main goal is to advertise the ladha room booking.
● Sarah: there are a lot of support for 1,2 year students but are there any initiatives to benefit the upper year students?
● Rachel: I will consider that
● Julia: have you collaborated with Martin to promote the events through social media or marketing in general?
● Martin: we are open to discussion.
● Kelly: would increasing the frequency of the surveys be effective? It would need more budget towards the incentives
● Rachel: I would like to provide opportunities for students to provide other ways of giving feedback.

Moved by Rachel, Seconded by Ronan.
“BE IT RESOLVED THAT Council approve of the creation of the Academic Experience Extraordinary WG.”
Note: This motion requires 2/3rds resolution.
Motivated by: Rachel
● AEC play an important role in student representation and improving the academic experience

Debate:

...MOTION PASSES.

Science Conference Extraordinary Working Group - VP Academic, Rachel Shin
● IGNITE: only professional development conferences centered towards science students
● Different from External portfolio, both are integral
● Purpose is relevant every year
● Focus should be on restructuring
● IGNITE revamp:
  ○ Start marketing in advance
  ○ Shorter conferences
  ○ More diverse guest panel and workshops (eg. LinkedIn workshops)
  ○ Move closer to career month
● Budget proposal (2019-2020):
  ○ Allocated amount: $3500, expected expenses: $3250
  ○ New: paid conference speakers to improve the quality

“BE IT RESOLVED THAT the presentation time be extended for another 10 minutes.”
...MOTION PASSES.

● Plan to increase attendance by working on last year’s turnouts/feedbacks

Q&A:
● Sarah: what was the last year’s turnout?
● Rachel, Julia: 35 people. Needs more marketing and it was right after SLC.

Moved by Rachel, Seconded by Mary.

"BE IT RESOLVED THAT Council approve of the formation of the Science Conference Extraordinary Working Group."

Note: This motion requires 2/3rds resolution.
Motivated by: Rachel
  ● IGNITE plays the integral role between career and students

Debate:

...MOTION PASSES.

AMS Reports:
1)  
2) Student services is looking for more feedback
3) AMS is developing strategic plans
4) Clubs resource centre is getting remodeled
5) AMS and SUS marketing collaboration
6) Campus security improvements

Production Extraordinary Working Group - VP Communications, Martin Au-Yeung
  ● Increase connection between students and marketing commission
  ● Problems to solve:
    o More engaging content for students
    o Our IG story view count, profile view are low
  ● Goals:
    o Directly target incoming freshmen: create content to target the first year students
    o Overall student engagement: creating more academic or career based content for upper year students
  ● Process: meeting -> filming -> engagement
  ● New: increase IG followers to 3k, IG story viewer count to 450, facebook likes to 10k
  ● Increase our sponsorship appeal
  ● Visions:
    o Videos to target incoming students --Sept
    o Involvement opportunities -- Oct
    o Final meme content--Nov
    o Love is in the air--Feb
  ● Hosts, script writers, videographer unhired
  ● Opens up opportunities within SUS

Q&A:
  ● Ronan: the goal for follower increase is not significant
• Martin: I would of course love to see higher numbers but the number presented are just the bare minimum we must reach

Moved by Martin, Seconded by Shovon.
“BE IT RESOLVED THAT Council approve of the formation of the Production Extraordinary Working Group.”
Note: This motion requires 2/3rds resolution.
Motivated by: Martin
Debate:

...MOTION PASSES.

Ronan’s presentation:
• Minimum of 8% of total revenue available to student clubs through grants
• No deadline for club operation grant
• New: Collaboration grants. Grants for clubs to collaborate with SUS
• New: Collaborative Events Administrative Committee

“BE IT RESOLVED THAT the council time be extended for another 20 minutes.”
...MOTION PASSES.
“BE IT RESOLVED THAT the presentation time be extended for another 10 minutes.”
...MOTION PASSES.

• Limits to the maximum amount we can give out is written out
• Event requirements in section 7.2
  • Internal events
  • External events
  • Special events
  • Collaborative events
• VP admin should keep a permanent record of the attendance and financial success of each event in the SUS Administrative Watchlist (SAW)
• Any events that fail to meet the requirements should be given a warning on SUS Administrative Watchlist and present to Committee for Event Reviewing and Reform

Q&A:
• Kip: have you considered if it is a reasonable amount of work to put on the VP’s?
• Ronan: have had discussions on splitting up the VP Student Life into two different sections but this decision is made by future council
• Kip: is it a feasible approach to try to implement this in the upcoming year

“BE IT RESOLVED THAT the Q&A time be extended for another 10 minutes.”
...MOTION PASSES.

• Gabby: this only applies to collaborative event?
• Ronan: SAW applies to all SUS events
● Rachel: 7.2.2a is having a limit to the number of internal members necessary?
● Ronan: the number of internal members should not really matter. The percentage of internal and external members is what matters.
● Gabby: a certain number of external members should come to make sure that you don't have an event that is just SUS council.
● Ronan: if you are spending student money on the external events that seem exclusive to internal members due to percentage, it does not look reasonable. There should be certain standards to these attendance list.
● Mary:
● Ronan: SUS is a committee to run events not just to distribute money.
● Gabby: per person cost ($120) that exceeds the student fees ($26) to SUS is not feasible. It is not an attainable benchmark. Why is the limit set to five years?
● Ronan: It is not five years of the events being unsuccessful. Every event is added to the watchlist. If there was a problem with the events, they would be noted with a warning.

“BE IT RESOLVED THAT this discussion should be tabled to future meetings.”

VI． Appointments

“BE IT RESOLVED THAT all of the appointment below are omnibus.”

Moved by Shavon, Seconded by Joey.

“BE IT RESOLVED THAT Jennifer Liu and Tzu Chi (Nicky) Lin be appointed as the Associate Vice-Presidents, Finance.”

Moved by , Seconded by .

“BE IT RESOLVED THAT Dexter Kim be appointed as the Community Engagement Working Group Chair.”

Moved by , Seconded by .

“BE IT RESOLVED THAT Shin Yu (Sherry) Chi and Win-Ju (Yoyo) Lee be appointed as the Careers Working Group Co-Chairs.”

Moved by , Seconded by .

“BE IT RESOLVED THAT Jessica Jiajie Li be appointed as the Election Administrator.”

Moved by , Seconded by .

“BE IT RESOLVED THAT Ibtehal Mahmud and Madeleine Wang be appointed as the Human Resource Coordinators.”

...MOTION PASSES.

VIII． Executive and AMS Reports
1. **President**
   - We won’t be able to move our RXN date to Jumpstart this year
   - More collaboration with the president council
   - AMS council
   - Supporting executives throughout summer

2. **Vice President, External**
   - BYC sponsorship
   - Princeton review sponsorships
   - 13 other sponsors for RXN
   - Careers Committee
   - Partnered with CCEL
   - Collaboration between SUS, AUS, EUS
   - Food bank drive
   - Textbook buyback program

3. **Vice President, Internal**
   - Planning the chairs orientation

4. **Vice President, Academic**
   - Finishing interview for chairs
   - Conference planning
   - New working groups
   - Working on clipboards and back-to-school survey

“BE IT RESOLVED THAT the council be extended for another 10 minutes.”

...MOTION PASSES.

5. **Vice President, Administration**
   - Meeting with building manager
   - Ladha clean up Aug 11th
   - Wrapping up interviewing for round 3
   - Making the sustainability commissioners a pilot
   - Room booking is now available
   - Might have three more clubs joining us for the upcoming school year
   - Collaboration to enhance the aesthetics of Lahda

6. **Vice President, Communications**
   - Firstweek: working on lowering cost
   - Will work on the Production Commission

7. **Vice President, Finance**
   - Credit card limit increased
   - More awards for students
   - Restructuring the grants application processes

8. **Vice President, Student Life**
   - Ongoing RXN planning
   - Finalizing the SciWeek team

9. **Science Student Senator**

10. **AMS Report**
IX. Club Reports

1. Astronomy Club
2. Biophysics Student Society (BPSS)
3. Biology Sciences Society (BIOSOC)
4. Biochemistry Physiology Pharmacology Club (BPP)
5. Cognitive Systems Society (CSS)
6. Computer Science Students Society (CSSS)
7. Combined Major in Science Student Association (CMSA)
8. Integrated Sciences Student Association (ISSA)
9. G.M. Dawson Club
10. Environmental Science Student Association (ESSA)
11. UBC Geography Students’ Association (GSA)
12. Microbiology and Immunology Students Association (MISA)
13. Physics Society (Physsoc)
14. Psychology Students’ Association (PSA)
15. Science Co-op Students’ Association (SCOOPS)
16. Science One Survivors (SOS)
17. Storm Club
18. Undergraduate Chemistry Society (UCS)

X. Approval of Minutes of Council/Committees

XI. Executive Committee Motions

XII. Committee Reports and Motions

XIII. Academic Discussion Period

XIV. General Discussion Period

XV. Adjournment

Moved by ___Gabby___, Seconded by ___Ronan___.
“BE IT RESOLVED THAT there being no further business the meeting be adjourned at _20:29__.”
Julia Chai
President & AMS Representative
UBC Science Undergraduate Society