

[COUNCIL MINUTES]

Date: Monday, May 25, 2020
Time: 5:00 - 7:30 PM
Location: Online, Zoom Call

I. Call to Order

The meeting was called to order at 17:06.

II. Amendments to the Agenda

III. Adoption of the Agenda

Moved by Jenn, Seconded by Katsy.

“BE IT RESOLVED THAT the agenda be adopted as presented.

...MOTION PASSES.

IV. Speaker’s Business and Land Acknowledgement

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

V. Introductions

All those present in Council engaged in a round of introductions.

VI. Presentations

ALL PRESENTATIONS WILL BE LIMITED TO 5 MINUTES.

Improving Science Student Outreach and Engagement (ISSOE) Report - VP Internal, Kipling Ng & Keanna Yu

- Ad hoc committee made in 2018 spurred by Reddit drama
- Goal is to recommend ways of improving inclusion and outreach within SUS
 - 3 categories of recommendations: Code, Budget, Others
 - Code and budget have gone through the proper committees
 - others gone through Execs
- Presidential Recommendations:
 - Others:

- Recommended more structure of transition by emphasizing executive retreat
 - Once a term meetings between SUS execs and Dean's officer
 - Encourage portfolio specific retreats
- Academic
 - Code:
 - Have HEWE Chair sit on SHWAC
 - List in code the committees that VP Academic sits on
 - Add in the AcaX Chair description → this person can sit/proxy for the VP Academic at external meetings
 - Others:
 - Ensure VP Academic sit on the MHA and HEWE Chair hiring
- Finance
 - Budget:
 - Budget increases for councillor retreat (revert to 6000)
 - Increase Administration budget due to building aging
 - Will be used for projects such as AV System
 - Increase Rxn budget to \$20 000
 - Others:
 - Have a social for all club treasurers - to get people out and engaged
 - Work with AMS VP Finance to redistribute operating surplus money
 - Look into external portfolio and see if there needs to be any increases
- External:
 - Code:
 - Add in VP External description: "VPX will maintain outreach with science student body through support for and connect with clubs"
 - Others: Work with VP Finance to resolve the financial and logistical issues of the textbook program

"BE IT RESOLVED THAT we extend the presentation time by 2 minutes."

...MOTION PASSES

- Communications:
 - Others:
 - Ensure that members of SUS understand the roles of comm staff and emphasize the responsibility of COmm portfolio
 - Communication of where fees go (transparency)
 -
- Internal
 - Code:
 - Include SSRAN Chair
 - Increase EAs from 2 to 3,
 - Maintain HR Commission size of 6-8 HR Coordinators and 2 Co-Chairs
 - Include in the description of VP Internal: oversee and prove professional

d workshop opportunities using the Pro D Line of budget

- Budget:
 - Revert council retreat back to \$6000 from \$1500
 - Introduce new Pro-D line of budget
 - Fund workshops and SUS professional development opportunities

“BE IT RESOLVED THAT we extend the presentation time by 1 minutes”

...MOTION PASSES

- Student Life:
 - Code:
 - Dissolve AE
 - Budget:
 - Increase Rxn from \$15 000 to \$20 000
 - Others:
 - Aim to market events at least 1.5 weeks in advance
 - Host events at populated times and take into consideration the availability of students
 - Aim for more low-cost/free events
 - Price caps
 - Keep growing SUS traditions
 - Suggested implementation of a 3rd AVP SL
- Discussion:
 - Henry: Are you still planning on holding Councillor retreat this year due to the pandemic? Why don't we just skip out on retreat?
 - Keanna: Still planning on having it. I have contacted places and they will notify me once they are planning on opening them up. Some of the drawbacks of not having a retreat are engagement problems which is what we hope to remedy with this retreat.

Moved by Ryanne, Seconded by Brian.

“BE IT RESOLVED THAT Council approves of the code amendments proposed by the ISSOE Report and as such, dissolves the Ad Hoc ISSOE Committee permanently”

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

Student Benefits Working Group - VP External, Katsy Concepcion,

- Responsibility of STBE
 - Build and maintain partnerships with external organizations
 - Connect science students with discounts and benefits

- To gain access to gain benefits, they must apply for the free Blue Card released by former VPX, Shovon Das
 - Had over 600 students sign up for the program
- Purpose of Blue Card program
 - Support science students
 - Outreach
 - Opportunity
 - Obligation → responsibility to society to address the changing needs of science students
- Originally distributed in-person but aiming to transition online
 - Students will be given the opportunity to sign up at start of term and will receive notification once their application is processed
 - Students will be able to sign into an online portal to use their card and will contain information about our current sponsors
- We have this obligation to the Science students, this initiative will address it

Moved by Dayle, Seconded by Ryanne.

“BE IT RESOLVED THAT Council approves of the creation the Student Benefits Working Group consisting of a Student Benefit Working Group Chair and Student Benefits Working Group Coordinators”

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

Academic Experience Working Group - VP Academic, Dayle Balmes

- **Introduction to the Academic portfolio, working groups**
 - Health and Wellness: event based WG, plan events that promote physical health and wellness like Workout TikToks and Exam Care Packages → Dayle will talk to this working group if he needs to consult students anything related to student physical health and wellbeing
 - Mental Health Advocacy: event based WG, plan events that promote mental health and wellness like Wellness Cafes → Dayle will talk to this working group if he needs to consult students anything relating to mental health awareness etc
 - Mentorship: fostering mentor-mentee relationships between undergraduate mentees and fellow undergrad mentors or graduate mentors. Will make undergraduate mentors more readily available to first and second year undergraduates since that was lacking this year
 - Academic Experience: started when Julia Chai was VP Academic → will continue this and expand it. More details to come
- **Purpose of the Working Group**
 - Surveys → in charge of analyzing the Back2School Survey results and making a report to present to council. Hoping to get the report done in time to present in OCTOBER. They will be trained how to analyze results and create Qualtrics

- surveys for other SUS Working Groups
- Study/Tutoring Sessions: Quiet Study Sessions at Ladha (frequency TBD) and possibly running tutoring/midterm review sessions in Ladha if people cannot make the departmental review sessions. Possibly create a practice MATH 101/103/105 midterm review package using the online ubcmath wiki?
- Student Issues: encourage dialogue about student issues. Topics will be submissions made into the student issues box → will provide recommendations to me how to go about it. May recommend to bring to council to talk about during the academic discussion period.
- **Member Composition**
 - VP and AVP Academic → AVP Academic will take on a Vice-Chair role in the committee
 - Chair → lead meetings, delegate jobs, create reports
 - Coordinators → will help make reports and surveys, run any study sessions, distribute the clipboards etc.
 - This whole working group will be hired in the summer round of hiring so that we can get a head start!
- **Conclusion**
 - I think this working group is essential to the Science Undergraduate society because it has the potential to make an impact on the ubc science academic experience. This is a huge part of my platform too!!

Moved by Gurwinder, Seconded by Katsy.

“BE IT RESOLVED THAT Council approves of the creation the Academic Working Group consisting of Academic Experience Working Group Chair and Academic Experience Working Group Coordinators”

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

Productions Commission - VP Communications, Rebecca Liu

- Helps ensure Marketing is less overwhelmed
 - Improves engagement by allowing students to understand what SUS does
- Target audience
 - Incoming Freshmen, making content for them
 - Making SUS stand out as a credible society
 - Rebranding
- Student engagement
 - Rebrand SUS as more inclusive
 - Attract more students and provide a rewarding experience when working with SUS
- Process of making the media
 - Meetings with all committee members
 - Filming one week period of filming videos etc.

- Release via FB, YT or IG
- Engagement
 - Improve our social media platforms
 - Nearing 10k likes
 - Improve average story views and increase IG followers
- Vision
 - 5 videos in the upcoming year with themes for each month
 - Sept: Incoming Freshmen
 - OCT: Involvement opportunities
 - Nov: Finals
 - Feb:: Love is in the air
 - Mar: Year End Wrap Up
- Team
 - Director → lead the commission
 - Hosts → face of the commission, like the news anchor
 - Scriptwriters → create storyboards and structuring video productions
 - Editors → process the A and B rolls etc
- Multimedia content → rebrand as more amiable and alleviate the stress on the marketing commission
- Discussion:
 - Keanna: How do you plan to transition you initiative with online school due to the in-person requirements?
 - Rebecca: With social distancing rules, depending on how many people are allowed in a place at a time, will adjust accordingly. Hoping most filming sites are remote and safe
 - Henry: paying the videographers?
 - Rebecca: Last year, had 1 editor who wasn't paid. Videographers are paid as they are classed as Visual Media. Harder to classify editors as Visual Media but will look into that.

Moved by RYANNE, Seconded by JIMMY.

“BE IT RESOLVED THAT Council approves of the creation the Productions Commission consisting of Productions Commission Chair and Production Commission Coordinators”

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

Visual Media Commission - VP Communications, Rebecca Liu

- Has not been codified yet
- Overview: aims to manage hire talent such as videographers, graphic designers, etc
- Purpose: provide adequate resources to document and market their events and ensure proper coverage and streamlined graphics
- Membership
 - Chief of Staff

- VP Communications
- Photographers
- Graphic designers
- Videographers

Moved by Dayle, Seconded by Sarah.

“BE IT RESOLVED THAT Council approves of the creation the Virtual Media Commission consisting of Virtual Media Commission Chair and Virtual Media Commission Coordinators”

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

Sustainability Commission - VP Administration, Nathan Chang

- Implemented by previous VP Administration, Helen Hsiao
- Purpose
 - Work with SUS event planning WGs to develop goals for each event
 - Review goals and determine ways to improve sustainability of events
 - Update the SUS Sustainability handbook
 - Plan events to increase knowledge about sustainability
- Member Composition
 - VP Administration: external liaison and insights, responsible for reaching out to other event-planning groups
 - AVP Administration: Taking minutes, provide guidance and fills in for VP
 - Sustainability Chair: facilitate discussion, create agenda and assigns coordinators to groups etc
 - Sustainability Coordinators: assist chair in planning and executive events, presents recommendations to event-planning
- Discussion:
 - Ryanne: will it operate like a commission like marketing?
 - Nathan: Yes! I will communicate with other VPs. Ask them if they need a coordinator for a flagship event.
 - Ryanne: How many members do you see on the team?
 - Nathan: one chair and six coordinators.
 - Keanna: What will happen if the sustainability commission decides that a WG/event isn't abiding by the rules.
 - Nathan: won't have the power to say NO to an event. They provide recommendations and suggestions.

Moved by Gurwinder, Seconded by Ethan.

“BE IT RESOLVED THAT Council approves of the creation the Sustainability Commission consisting of a Sustainability Commission Chair and Sustainability Coordinators”

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

Artistic Expression Working Group - VP Student Life, Benny Zhang

- Aim is to decodify the group
- Purpose
 - Created by Deep Dhot, former VP SL
 - Showcase the artistic abilities of science students by holding crafts and art events
- Reasons for decoifying
 - Many other groups have the same goals
 - Budget can be repurposed for higher quality events
- Discussion:
 - Rebecca: Visual media → only 7 positions. How will you work to replace the activities of A Whole Ladha Paint events?
 - Benny: Social working group can do these kind of events

Moved by Dayle, Seconded by Gurwinder.

“BE IT RESOLVED THAT the Council approves of the abolishment of the Artistic Expression Working Group from SUS Student Life Portfolio”

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

Corporate Relations Budget Amendment - President, Shovon Das

- When trying to collect money, there was no line in the budget
 - Aimed to create a line allowing president to distribute budget
- President is chosen as they are responsible for overseeing the entire society and can give to portfolios accordingly

Moved by Jenn, Seconded by Jimmy.

“BE IT RESOLVED THAT the 2020-2021 SUS Budget will include a Corporate Relations Budget Line”

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

[2020-2021 SUS Budget](#) - VP Finance, Jennifer Liu

To avoid any misinterpretations on the meeting minutes, PLEASE REFER TO THE POWERPOINT HYPERLINKED ABOVE.

Moved by Jennifer, seconded by Keanna

“BE IT RESOLVED THAT we extend the presentation time by 5 minutes”

...MOTION PASSES

Discussion:

- Tiffany: Do we really need a \$6000 retreat budget?
 - Jennifer: yes, just in case it happens
 - Keanna: based on public health orders, there is a chance → just have the money there just in case instead of having the money back (safety net) can definitely be reallocated
 - Tiffany: reallocation can be discussed further but that sounds really good, thank you
- Ryanne: why did the SciWeek budget go down?
 - Jennifer: last day of sciweek didn't happen and usually depletes most of that budget
- Kipling: Clarify some Internal portfolio changes? Increase it back
 - Jennifer: cookie event first term?
 - Kipling: second term since exec elections are bigger
 - Jennifer: we have a big operating surplus...
- Shovon: use the sponsorship revenue and put into elections → wanted to balance the books since the first term is online, will adjust the overall budget later on!

Moved by Keanna, Seconded by Ethan.

"BE IT RESOLVED THAT the 2020-2021 SUS Budget be adopted as presented."

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

Collaborations Grant - VP Finance, Jennifer Liu

- Spent \$1154.38 out of their \$3K budgeted amount
- Grant commissioners were rarely needed by clubs
- Put the money towards clubs operation grant for direct money to clubs

Moved by Ben, Seconded by Ethan.

"BE IT RESOLVED THAT Council approves of the abolishment of the Collaboration Grant."

Note: This motion requires 2/3rds resolution.

...MOTION PASSES.

[SUS Governance Updates](#) - VP Administration, Nathan Chang

To avoid any misinterpretations on the meeting minutes, **PLEASE REFER TO THE POWERPOINT HYPERLINKED ABOVE.**

Discussion:

- Henry: EOAS Council Representative. How would they be elected?

- Nathan: the elect their own council and sends us a representative. Keanna and I are trying to let clubs elect their own representatives. Will be further discussed later on.
- Henry: Getting clubs to elect SUS council members is a good idea?
 - Nathan: thank you for raising your concern. Ask clubs how engaged they are with their representatives.
- Kipling: equal and not equitable elections → must be identical in its format. Will the EOAS be elected from their council or do you think it'll contradict with the AMS Elections rule?
 - Nathan: the elections are open to ALL EOAS people.
- Keanna: There may be a misunderstanding when talking about the election process within the department. They're voted in by everyone!

Extend Q and A by 3 more questions Shovon and 2 Henry

Motion passes

- Shovon: in response to everyone in the name → they are their own department. Under code, the name of the department isn't representative so we're just changing the name. The students in that department can elect whoever they want.
- Kipling: that is correct, but the greater issue is if it's fair that we have a separate election process for the department. This won't be allowed by an AMS EA.
- Shovon: election process isn't changing. The department will elect who they want, but won't change the sus election process at all.
- Kipling: there is a difference between the MICB representative because they need to go through all the SUS elections etc.
- Shovon: didn't change the elections format. The EOAS has the right their own student representative. They were all voted in the same election process. The name will be different.
- Kipling: something about being guaranteed a spot in council

Moved by Dayle, Seconded by Nathan.

"BE IT RESOLVED THAT that Q and A session be extended by 10 minutes

...MOTION PASSES.

Moved by Shovon, Seconded by Keanna.

"BE IT RESOLVED THAT Council time be extended by 15 minutes

...MOTION PASSES.

- Dayle: address the other points first.
- Shovon: the name is only being changed in code.

“BE IT RESOLVED THAT the code changes to Bylaw 4, Article 2, Article 3, Article 4, Article 8, Article 11, and Article 14 are adopted as presented at the AGM.”

Moved by Dayle, Seconded by Ryanne.

Note: This resolution requires $\frac{2}{3}$ to pass

...MOTION PASSES.

“BE IT RESOLVED THAT the code changes to Bylaw 1, Bylaw 3, Bylaw 4, Bylaw 5, Bylaw 8, Article 2, Article 7, Article 8, Article 9, Article 12, and Article 15 are adopted as presented.”

Moved by Dayle, Seconded by Ethan.

Note: This resolution requires $\frac{2}{3}$ to pass

...MOTION PASSES.

VII. Appointments

Moved by , Seconded by .

“BE IT RESOLVED THAT that Kipling Ng be appointed INTEGRATED SCIENCES Representative.

...MOTION PASSES

VIII. Executive, Science Student Senator and AMS Reports

1. President

- a. Planning out next sem with the FoS
 - i. What’s moving online and advocating for students
- b. First Year Orientations Committee and planning jumpstart
- c. Helping out with hiring

2. Vice President, External

- a. BYC and Zoom partnership
- b. Hiring is now open and can be accessed through CareersOnline
- c. **ONLY ONE ROUND OF HIRING IN THE SUMMER and ONE IN THE FALL**

3. Vice President, Internal

- a. Council retreat locations have been contacted
 - i. Currently closed but there will be a chance that retreat can happen
- b. EAs hired 1st round to increase outreach of councilors and candidates
- c. Working on Internal Assessment WG
 - i. Assesses outreach of events
 1. Tweaking for online

4. Vice President, Academic

- a. Faculty of Science Curriculum Committee
 - i. Due to COVID-19 → many courses with a lab component has been compromised:

1. Ex. CHEM 121 (4cr) → CHEM 120 (3cr lecture) + CHEM 115 (1cr lab for students to take later)
 2. Ex. PHYS 101 (3cr with lab component) removed indefinitely → PHYS 131 (3cr with NO lab component since success in the lab doesn't equate to success in lecture component of course)
 - ii. ALL changes are pending senate approval
 - b. Back2School Survey
 - i. May send questions for you it to review
 - ii. Clipboards will be distributed in January or when in-person classes start again
 - c. Event Planning Rubric with Rebecca, Keanna, Katsy and Ben
- 5. Vice President, Administration**
- a. Sustainability Handbook
 - i. Execs reviewed it and it's being put together that we can present to you
 - ii. Finalizing the plans for the commission
 - b. Building Management Commission
 - i. Priority List for projects taking on this year
 - c. Clubs
 - i. Working with keanna and EAs to talk about departmental representatives etc.
 - ii. Find ways to transfer the clubs orientations online and collab with Ben with ScieWeek so that clubs can be more involved with SUS events
- 6. Vice President, Communications**
- a. Collaborating with others for now → Dayle and Katsy for hiring graphics
 - b. Event planning rubric so that chairs are prepared to run events
 - c. Meeting with BYC and hoping to establish
 - d. Proposed A NEW LOGO to rebrand and refresh SUS so that we are more amiable and #fresh!!
 - i. Graphic Designers will be hired and propose to the council later on
 - e. Make a video to release the new changes to Ladha and the logo change and the new services we are rolling out
- 7. Vice President, Finance**
- a. Updating budget
 - b. Continuing the Financial Awards handbook
 - c. Working on a handbook for volunteers to be presented at next council
 - d. Reimbursements
- 8. Vice President, Student Life**
- a. Focus on club collaborations → Sent out an email to clubs last week
 - i. Gets more science students about SUS events
 - ii. Proposed to collab with all the big SUS Student Life events
 - iii. Booked the NEST rooms just in case we have an in-person RXN
 - iv. Planning an online RXN as well → integrate mentorship opportunities in RXN as well (include upper years as well!)
- 9. Science Student Senator**

- a. Max Holmes finally did it, a fall reading break is slated for the 2021/2022 academic year and we are finally voting on it this upcoming meeting. We are also voting on an extension for the course withdrawal date so these are both HUGE wins for students.
- b. UBC's COVID-19 response. Student senators are fighting tooth and nail to ensure UBC's covid 19 response shaft the least number of people as possible. I'm not sure if any of you saw but there was a recent Ubysey article where someone in Sauder was told to deregister from a course since they couldn't attend the lectures. It was to the point where Max Holmes literally DMed Santa Ono the article and he was all like "you're right, I'll go speak with the provost". If you have or know anyone who has professors who aren't accommodating, please please please tell them to apply for academic concessions.
- c. That's just on the UBC as a whole side of things, on the Faculty of Science side, I'm playing around with the idea of having departments — at their own discretion and following any UBC/provincial guidelines — hold certain lectures in person as to be accommodating for our students living on residence/near UBC. But this is obviously something done at the department level so I'm working with the departmental clubs to negotiate seats on their department level committees/meetings so they can join the advocacy effort as well! Feel free to reach out if you have any questions
- d. Senate committee appointments.

10. AMS Report

- a. 3 AMS council meetings!!
- b. New contracts with UBC athletic and Rec
- c. New ClubHouse system replacement
 - i. Reach out to Danny if you have any concerns
- d. AMS grants for students
- e. Contract for STudent Care extended for 2 years
- f. New sustainability action plan
 - i. Can also be implemented in the Sustainability Commission
- g. Expansion to SASC office
- h. AMS Caucus at 4:30 on Wednesdays, feel free to tune in
- i. Discussion:
 - i. Dayle: which AMS Committees were you placed on?
 1. Jimmy: Jimmy, Finance. Danny: Governance and SLFS. Clara: Advocacy and Sustainability.

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. **Coordinated Science Mentorship Club**
7. **Computer Science Students Society (CSSS)**
8. **Combined Major in Science Student Association (CMSA)**
9. **Integrated Sciences Student Association (ISSA)**
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 One Survivors (SOS)**
16. **Storm Club**
17. **Undergraduate Chemistry Society (UCS)**
18. **UBC BCIT Biotechnology Club (BIOT)**

X. Approval of Minutes of Council/Committees

Moved by Nathan, Seconded by Ryanne.

"BE IT RESOLVED THAT the following meeting minutes be adopted as presented:

...MOTION PASSES.

SUS AGM 2020

XI. Academic Discussion Period

XII. General Discussion Period

XIII. Adjournment

Being that there is no further business the meeting be adjourned at 19:20.



Nathan Chang

Vice President, Administration
UBC Science Undergraduate Society



Dayle Balmes

Outgoing Associate Vice President, Administration
Vice-President, Academic
UBC Science Undergraduate Society