

[EXECUTIVE COMMITTEE MINUTES]

Date: Friday, June 5, 2020
Time: 12:30 PM to 2:30PM
Location: Online Zoom
(<https://zoom.us/j/95019113468?pwd=NjltanZDSkpDWXBCSEU5QXpxQnRhZz09>)

I. Attendance

Present:

Shovon Das - President
Katsy Concepcion - VP External
Rebecca Liu - VP Communication
Dayle Balmes - VP Academic
Nathan Chang - VP Administration
Jennifer Liu - VP Finance
Benny Zhang - VP Student Life
Keanna Yu - VP Internal

Regrets:

II. Call to Order

The meeting was called to order at 12:38pm.

III. Land Acknowledgement

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

IV. Amendments to the Agenda

V. Adoption of the Agenda

MOVED BY Jenn, SECONDED BY Keanna.
"BE IT RESOLVED THAT the agenda be adopted as presented."

...MOTION PASSES.

1. FoS - Shovon (30min)
 - o Meets them 3 times a week
 - i. Make sure ALL OF US are vocal, if needed, be sure to text Shovon

- FoS is working hard to do an entry level program for 1st years
 - i. We are going to target 2nd and 3rd years
 - ii. FoS has an upcoming webinar and released 2 vids for first years
 - In the next upcoming meetings, the VPs will be taking the floor, be sure to check your email
 - Plan of centralizing information
 - i. Ex. LFS has a Canvas shell
 - ii. FoS wants to make a centralized page of information and will be joining the Science Class of 2024 group
 - 1. Avoid cluttering
 - Action Items
 - i. By NEXT WEEK, determine the community-based goals of each event that your portfolio runs, then have a plan for an online substitute
 - ii. Finish the assigned tasks in the email Shovon send BEFORE THURSDAY
 - Discussion:
 - i. Keanna: Are we thinking of ways to transfer students in our own portfolios or are we supposed to organize stuff like webinars for 2nd years?
 - 1. Shovon: If you want to, you can. Anything 1st year related, we have to run through them as they have a plan.
 - ii. Shovon: How would we like to centralize our info?
 - 1. Nathan: I think we should prioritize using our Facebook and IG, this is because for 1st year, Canvas could be really disorienting.
 - 2. Katsy: Only concern is that not everyone uses Facebook which might be problematic. If implemented on Canvas, we would know that everyone would have it.
 - 3. Becca: I got called out for still using Facebook (ok boomer)
 - 4. Nathan: Once they have the CWL, they have access to Canvas. I think we should also utilize our Facebook and website more as well. Additionally, first years coming off waitlist will be disadvantaged as they will have access to resources later but I think this is unavoidable.
 - 5. Shovon: I think that's a valid concern, I believe we should use our Facebook and I'll talk to the FoS about making a Canvas shell
 - 6. Katsy: Agreed.
2. Hiring - Katsy (15min)
- Facebook doesn't specify that hiring doesn't close at 11:59pm
 - i. @Becca, update the Facebook
 - Please fill out the spreadsheet as you receive applicants
 - Discussion:
 - i. Katsy: I was wondering if we would be able to send out ALL offers by tomorrow?
 - 1. Keanna: It might be hard as many came in today.

2. Shovon: Aca, In, Comm, and SL receive a LOT of last minute apps.
3. Dayle: I've told my applicants that they will be hearing back on Saturday at 3pm.
4. Shovon: I don't think you guys should be emailing applicants to promise things. I think it can impart false hope.
- ii. Nathan: Wouldn't we be able to have the Doodle filled out later but still conduct interviews at the same time?
 1. Katsy: That's doable, I just don't want all of us to send out offers at different times so applicants don't freak out. Dayle also has a good mailmerge video! I think we can give out Tuesday to fill out the Doodle but instead of two mini rounds, we can conduct interviews until the 18th.
 2. Keanna: Could we extend the email deadline to 8pm?
 3. ALL: Agreed
 4. Katsy: Just to confirm, by 8pm, we send out Doodle and offers at 8pm. Deadline to fill the Doodle is the 9th and interviews are from 10th-18th and deliberation is on 19th, offers sent on 20th.
3. Back 2 School Survey - Dayle (5 min)
 - o Received reply from FoS
 - i. Suggested to look back at questions in a month as some Qs might not be relevant
 - o Discussion:
 - i. Keanna: Would we be able to add a question regarding including a Black/Indigenous seat on Council?
 1. Shovon: You could put it under Presidential. I talked about it to the other Presidents and I am considering an Extraordinary Working Group.
4. Exec Retreat - Keanna (15 mins)
 - o Eagle Valley Retreat called, the budget doesn't cover :(
 - i. Dana (the person on the line) is trying to help us get a discount or get us in contact with other ppl
 - ii. Sent a floor plan, might be a little too bougie
 1. Might not pick it because it looks like it would cost too much
 2. Could use it for council retreat
 - iii. The 4 bedroom one would probably be the best
 - o Discussion:
 - i. Keanna: How many ppl would go to Council retreat?
 1. Shovon: Like 20 people.
5. Round table updates (15min)

MOVED BY Shovon, SECONDED BY Keanna & Jenn.
"Motion to move out of camera."

...MOTION PASSES.

MOVED BY Shovon, SECONDED BY Nathan & Dayle.
“Motion to move into camera.”

...MOTION PASSES.

- President:
 - i. Meet the Science Community Webinar
 - 1. SUS, SPAC and OL panelists + Associate Deans
 - 2. Sitting on a Committee to address questions from 1st years
 - 3. Occuring on the 9th and 11th
 - ii. Meetings with Stef re BLM
 - 1. FoS will not be sending out statement as Santa Ono speaks on their behalf
 - 2. Support us sending a statement
 - iii. Picked up the stuff from Ladha
 - 1. Forgot to give access, will have access again on Saturday
 - 2. We still aren't allowed in
 - iv. Organized QPR for all Execs, check your emails
 - v. Reached out to the equity and inclusion office
 - 1. Will be working w/ Julia Chai (works there) for mandatory training for all SUS Executives/Committees
 - vi. Presidents Council, discussed:
 - 1. BLM
 - 2. COVID-19
 - 3. Fall prep
 - vii. Orientations committee cancelled
 - 1. Ben will be sitting on the Virtual Collegia committee
 - viii. Science Caucus held last week + 2 UBC interviews
- Vice President, External:
 - i. Not many updates, but partnerships are still in the works
 - ii. Meeting with the Faculties to discuss upcoming collaborations
 - iii. Working on finding organizations to support for the BLM statement
- Vice President, Internal:
 - i. Not many updates
- Vice President, Communications:
 - i. After everything is figured out, we are upgrading our Google Suite
 - 1. We will get all of our emails that we need
 - ii. Business cards coming out soon
 - iii. During FoS meeting, will have more updates for First Week
- Vice President, Academic:
 - i. Fall planning meeting
 - 1. Unavailable so Nathan proxied
 - 2. Held by the Office of Provost and UBC VP Academic
 - 3. AUS, EUS, KUS and CUS President were there

4. Releasing a working draft
 5. Getting student input
 6. Int'l Students and how run classes for them → 10-3PM would be moved to 5-9 to accommodate more time zones
 7. Lab → at-home experiments (having bootcamps) they would have 6hr boot camp skills thing
 8. Technology standard is hard for profs to accommodate
 9. OERs → Faculty can do whatever they want, but can't mandate anything
- ii. VP Aca Caucus
 1. General advocacy and communicating what each Faculties are doing
 - a. Aiming to take on more initiative in terms of advocacy
 - iii. Teaming up with CUS, KUS and AUS for a mental health week in March
- Vice President, Student Life:
 - i. Got another reply from BioSoc and CMSSA for the Collab
 1. Given representatives
 2. Following up with other Clubs
 - Vice President, Finance:
 - i. Working on a BIPOC Grant
 - Vice President, Administration:
 - i. Working on a Sustainability Handbook
 - ii. Working and Hiring Package
 - iii. Looking into themes for different months (decorating Ladha with different themes) → nothing set in stone yet
 - iv. Updated Code sent to Becca and Councillors

VI. Approval of Minutes

MOVED BY Katsy, SECONDED BY Benny.

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

XM 2020 05 29

...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:

X. Adjournment

MOVED BY Jenn, SECONDED BY Keanna.

“BE IT RESOLVED THAT there being no further business the meeting be adjourned at 14:28.”

...MOTION PASSES BY UNANIMOUS CONSENT



Nathan Chang
Vice President, Administration
UBC Science Undergraduate Society