

(SLD 025-03)  
To SL Mar 27, 02

The Alma Mater Society of UBC

February 11, 2002

**MINUTES OF THE EXECUTIVE COMMITTEE**

**Present:** Erfan Kazemi (Chair), Kristen Harvey (VP External), Craig Briere (Executive Coordinator, Student Services), Mark Fraser (VP Administration), Yvette Lu (VP Finance), Evan Horie (VP Academic), Nick Seddon (VP Finance - elect), Chris Lythgo (VP Academic - elect), Tara Learn (VP External - elect), Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist), Lisa Luscombe (Promotions Coordinator), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

**Absent:** Sibylla Verdi (Communications Coordinator)

**Guest:** Brian Sullivan (VP Students)

The meeting was called to order at 3:25 p.m.

**1. U-Pass Update:**

Bernie and Kristen left at 3:30 p.m. to attend a meeting with TransLink executives and UBC Administration.

**2. Tuition Recap (Brian Sullivan):**

- ▶ Differential tuition.
- ▶ National average - peers? (now or in 3 years).
- ▶ Unfettered access to budgets.
- ▶ Quality indicators.
- ▶ Professional graduate.
- ▶ 1-2 year vs 3 years.
- ▶ Investments.
- ▶ Ancillary fees.
- ▶ Ideas, action plans, campaigns - students and public.

There being no further business, the meeting was adjourned at 4:45 p.m.

PP   
Erfan Kazemi  
Chair  
Executive Committee  
EK:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Erfan Kazemi (Chair), Kristen Harvey (VP External), Craig Briere (Executive Coordinator, Student Services), Mark Fraser (VP Administration), Yvette Lu (VP Finance), Evan Horie (VP Academic), Oana Chirila (VP Administration - elect), Nick Seddon (VP Finance - elect), Sibylla Verdi (Communications Coordinator) Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist), Lisa Luscombe (Promotions Coordinator), Bernie Peets (General Manager)

Absent: Tara Learn (VP External - elect), Christopher Lythgo (VP Academic - elect), Krissy Price (Assistant to the President)

The meeting was called to order at 2:00 p.m.

### 1. U-Pass:

- < No changes in any TransLink stance.
- < Plan for a September/October referendum.
- < Friday - money from UBC but stipulations unclear.
- < Only willing to provide funds if referendum is held in March.
- < Question: \$ including \$300,000 residence rebate.
- < Multi-year funding.
- < SFU will be going to referendum for a \$23.00 pass.

### 2. SUB Strategic Plan:

- < New additions to section 4.
- < Will send out with changes on Tuesday/Wednesday.

### 3. Clear Channel, Long Distance:

- < History.
- < Clear Channel 5¢ a minute.
- < Will ask questions to clarify length of contract, SUB Concourse space, flat rate calling and other details.
- < 10% commission.
- < Have referred to Campus Advantage.

### 4. Bank of Montreal:

- < Student Involvement Centre.
- < Meeting with the University.
- < Advocacy, Student Rights, Ombudsoffice.
- < Student suggestion boxes, website - not many suggestions yet.

### 5. The Yardstick & Exam Database:

- < Exam Database:
  - not well updated, only once or twice a year.
  - many are missing.
  - long-term sustainable plan required.
- < The Yardstick:
  - also not well updated.
  - missing lots of evaluations.
  - 10 - 15 hours per week all year round.
  - hire someone on a year round basis.
  - takes 2 - 3 weeks out of Lisa's schedule currently.
  - HRDC application possible.
  - account for missing exams, eg. those that are not available because they

- are re-used.
- hire a student who takes the initiative to go out and find professors and exams.

## 6. Student Services Operations Manuals:

- < Presented in preparation of the hiring process.
- < Issue of Creation & Elimination of Service's individual programs.
- < Proposal: to add Executive Coordinator of Student Services to the Communications Planning Group.

Bernie, Lisa and Sibylla left at 3:00 p.m.

## 7. Tuition: Brian Sullivan (VP Students) and Dana Merritt (Director, Budget Office)

- < Last week restored funding authority to Universities.
- < Budget announcement tomorrow.
- < Surprises with regards to what is base budget.
- < Government promised that base budget would be maintained.
- < What are the peer institutions?
- Deans ID (who chooses, do they change?)
- Law
  - Toronto, UVic, Osgood
- < National average (colleges out, privates institutions out, Stats Canada arbitrary).
- < Dent - depends on mobility?
- < Dalhousie ]
- < McGill ]
- < Western ] due to the comprehensiveness of range of programs.
- < Toronto ] how will these change over the years?
- < Alberta ]
- < Queens ]
- < Website will be managed with PAIR.
- < Interchange account - **tuition@interchange.ubc.ca**
- < Solo meetings with most of major undergraduate societies.
- < Board sequence/timeline:
  - Friday, March 1 Board mailing.
  - Committee - March 7
  - Board - March 14
- < Tuition proposal will be for the next three years and will be finished by the March meeting.
- < The May Board meeting may determine where specifically the money goes.
- < Constituencies to contact Linda Yuen to set up appointments.
- < Consultation sessions to be held:
  - Thursday, February 28 at 1:00 p.m. in the Conversation Pit (after the AGM).
  - Friday, March 1 at 12:30 p.m. in the Conversation Pit.
  - Tuesday, March 5 at 6:30 p.m. in Totem Park Commons Lounge.

There being no further business, the meeting was adjourned at 4:00 p.m.

Erfan Kazemi  
 Chair, Executive Committee  
 EK:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Erfan Kazemi (Chair), Kristen Harvey (VP External), Craig Briere (Executive Coordinator, Student Services), Mark Fraser (VP Administration), Yvette Lu (VP Finance), Evan Horie (VP Academic), Nick Seddon (VP Finance - elect), Chris Lythgo (VP Academic - elect), Tara Learn (VP External - elect), Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist), Lisa Luscombe (Promotions Coordinator), Bernie Peets (General Manager)

Absent: Sibylla Verdi (Communications Coordinator), Krissy Price (Assistant to the President)

The meeting was called to order at 2:00 p.m.

### 1. Council Agenda:

- < Strategic Plan additions.
- < AMS/GSS Health & Dental Plan.

### 2. Great Trekker Award:

- < Being held this evening at 6:00 p.m. in SUB Room 205.
- < Recipient Ruth Sigal.

### 3. Tuition:

- < Posters are up.
- < Raising tuition - quality indicators information is on posters.
- < Classroom announcements for petitions.
- < Petitions in public places and to be returned to Speakeasy.
- < E-mail was sent out by Brian Sullivan, after **AMS/GSS demands..**
- < It is the university's responsibility to advertise.
- < They do not seem to be advertising, so we will advertise and bill them afterwards.
- < Publicize forums being held.
- < Posters (Oana - Commissions).
- < Booth - (Tara and Nick).
- < Forums - will ask the Ubysey if they will moderate.
- < Banner (Oana) Tuition Forum brought to you by the AMS.
- < Petitions and classroom announcements (Oana, Tara and Nick).
- < Address ancillary fees - university's intentions.
- < Board Presentation (Jared).
- < Feedback - have not been receiving many emails (Lisa).

### 4. U-Pass:

- < University offer includes residence rebates - not such a great deal.
- < Fundraising includes all three years of contact.
- < Final price - \$23 - \$25 per student is too high.
- < Plan:- possible referendum in October.
- < Transit survey.
- < TransLink: tax initiatives and fare increases to come.
- < UVic spent three months communicating their plan which is \$12.00 per month.

**5. Financial Update:**

- < Bernie and Henry meeting to revise Period 10 proposal for Wednesday's meeting.
- < \$415,000 previous proposal.
- < \$405,000 approximate new estimate.
- < Student spending higher than first estimate.
- < Estimate - will be using accumulated surplus.
- < \$33,000 from student fees due to over enrolment.
- < \$265,000 below budget for businesses.
- < Normally in business, would have retained earnings which would finance renovations rather than taking it out of revenue.
- < Bus strikes, market pressures: Bernie has sent a memo to be included in the Council package.

There being no further business, the meeting was adjourned at 3:30 p.m.

Erfan Kazemi  
Chair  
Executive Committee

EK:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Behshad Darvish (Executive Coordinator, Student Services), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Christopher Lythgo (VP Academic), Tara Learn (VP External), Jared Wright (Policy Analyst), Lisa Luscombe (Promotions Coordinator), Sibylla Verdi (Communications Coordinator), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

Absent: Sheldon Goldfarb (Archivist)

The meeting was called to order at 2:00 p.m.

**1. Orientations:**

< Justin Sudds and Nancy Toogood

**2. Executive Meetings:**

< Figure out meeting times - send class schedules.

**3. Tuition Forums:**

< Forum to be held at Totem Park tomorrow. Dr. Piper will be present.

< Make classroom announcement re petition.

**4. AMS Pancake Breakfast:**

< Being held Friday, March 8, 8:00 am - 11:30 p.m.

< Meet the new executive.

< Provide tuition information.

< Want to serve approximately 1000 students.

< Krissy to find inside venue.

< Contacting Catering department.

< Brochure for breakfast.

< Commissioners needed to help out.

**5. Bank of Montreal:**

< Letter from BOM re monies owed and terms upon departure (April 30).

< Feedback re: BOM space.

< Survey - boxes to be placed all over SUB to aid in negotiations with UBC.

< Possibility: Tag BOM survey along with Strategic Plan survey.

**6. Strategic Plan:**

< Passed by AMS Council.

< Survey:

- student feedback.

- online options; cheaper.

- phone; random selection of question sets 1 through 4.

- funding survey? ideas.

- Ipsos Reid timeline 4 - 6 weeks.

- student contact information.

- 1 - 2 weeks for questions to be finalized.

- BOM survey to be online as soon as possible.

- conduct Strategic Plan survey in October.

- other aspects.

**7. Other Business:**

- < GSS and Regent College bookings.
  - GSS through the GSA.
  - Regent College and VST through the VP Administration.
- < Banner Space:
  - Reserve some space for communications - Behshad.
- < Executive Write-ups for webpage:
  - Link to quarterly reports.
  - Commission write-ups.
- < Commission Offices:
  - Bring External and University Commissions back upstairs.

There being no further business, the meeting was adjourned at 3:50 p.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Behshad Darvish (Executive Coordinator, Student Services), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Chris Lythgo (VP Academic), Sheldon Goldfarb (Archivist), Lisa Luscombe (Promotions Coordinator - arrived 8:55 a.m.), Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator), Bernie Peets (General Manager)

Absent: Jared Wright (Policy Analyst)

The meeting was called to order at 8:30 a.m.

### 1. Strategic Plan:

- < Survey update.
  - trek survey
  - other schools and past surveys
  - advice
  - internal (on campus people) survey
  - timeline
- < Items to be accomplished without survey being finished.

### 2. Advocacy Budget Amendment Proposal:

- < Earlier this academic year 2 assistants were hired.
- < Funds allocated (honorarium) not matched funds promised upon hiring.
- < Service has been considerably under budget.
- < Possible Budget Committee Review.

### 3. Compensation Review Committee:

- < Honorarium Vice-Chair.
- < 1 meeting/year in April.

### 4. Clear Channel Long Distance:

- < 5¢ minute on long distance to certain countries.
- < Dial up - does not matter who you can deal with (phone companies).
- < Can use cell/land line/payphones.

### 5. Executive Tour of SUB:

- < Friday, March 15 from 1:00 - 3:00 p.m.

### 6. Orientation Issues:

- < Find a convenient time to explain deals.
- < Wednesday, March 13th, 1:00 - 3:00 p.m.

### 7. SUBtitles:

- < On-line service.
- < Infrastructure.
- < Offer free and reusable software.
- < Look into this.
- < SUBtitles space:



- 8. Bank of Montreal Space:**  
< Survey - outside of Strategic Plan survey.  
< Online poll? Students to set up online page?
- 9. Events:**  
< Breakfast went well.  
< Around 800 people served.
- 10. Council:**  
< Janice will be absent for the next meeting; Annick to chair.  
< Briefing for first meeting; what to expect.  
< April meetings?
- 11. Website:**  
< Additions to website ideas.  
< Bulletin boards and feedback forum, search engine on main page, site index, links to University, opinion poll, staff directory, minutes.
- 12. Summer Job Fair:**  
< To be held in SUB on Wednesday/Thursday and Friday.
- 13. UCom Positions:**  
< Number of Commissioners above than set out in Code.  
< Re-do Commissioner portfolios and titles.  
< Change one Commissioner to be an officer.  
< Move special projects to the Vice-Chair portfolio.  
< Appoint a Community Outreach Officer.

There being no further business, the meeting was adjourned at 10:40 a.m.

Kristen Harvey  
Chair  
Executive Committee

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Present: Kristen Harvey (Chair), Tara Learn (VP External), Behshad Darvish (Executive Coordinator, Student Services), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Chris Lythgo (VP Academic), Lisa Luscombe (Promotions Coordinator), Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator), Jared Wright (Policy Analyst), Bernie Peets (General Manager)

Absent: Sheldon Goldfarb (Archivist)

Guests: Byron Hender, Michelle Aucoin, Tim Rahilly

The meeting was called to order at 8:30 a.m.

**1. Tuition Consultation:**

- < Money allocation.
- < Timeline.
- < Student financial support.
- workstudy will remain at roughly the same level as this year.
- < Consultation during Council meeting.
- < Open forums - before April 4th.
- < Mass email with AMS input.
- < List serve.
- < Random survey.
- < AMS strongly advises a mass UBC survey, undergrads/grads to identify priorities.
- < Information to students.

Byron, Michelle and Tim left at 9:30 a.m.

**2. Summer Career Placements Program - HRDC:**

- < Deadline is Wednesday.

**3. Committee Appointments:**

- < Turnover this week.
- < At-large members.

**4. Appointments to Date:**

- < Service Coordinators.
- < Commissioners - External Commission not done yet.

**5. Whistler Orientation Weekend:**

- < End of April Council meeting.
- < 3 - 5 May, 2002.

**6. Student Council:**

- < Christopher will consult with the Executive to determine dates for summer Council meetings.

**7. Executive Summer Vacation Dates:**

- < One week each; clear times with Kristen.

**8. Strategic Plan:**

- < Recommendations that can be done now without survey being done.
- < Review handout.

**9. Ancillary Fees:**

- < Technology fee?
- < Lab fees?
- < Athletics fee?
- < Transportation fee?
- < Needs further clarification.

**10. Special Projects:**

- < University Commission Officer.
- < Keep position in Commission.

MOVED KRISTEN HARVEY, SECONDED CHRISTOPHER LYTHGO:

"Whereas the Strategic Plan was passed by Student Council on February 27, 2002; and

Whereas the University Commission has been directed to achieve certain goals; and

Whereas additional human resources would significantly assist in carrying out goals of the Strategic Plan;

Therefore be it resolved that the Executive approve the addition of a Special Projects Officer; and,

Be it further resolved that the additional position be defined as a non-voting Officer of the Commission as per the AMS Code of Procedure."

... Carried

**11. Reports:**

**Oana Chirila - VP Administration:**

- < SAC interviews.
- < Honourable Minister of Advanced Education, Shirley Bond meeting.
- < Order of Canada dinner.
- < Impacts Committee - water companies.

**Bernie Peets - General Manager:**

- < Snow problem last week.
- < Storm the Wall BBQ delayed until this week.
- < Events.
- < Budget process going well.

**Nick Seddon - VP Finance:**

- < Finance Commission interviews.
- < Health Plan meeting today.
- < VST fees.
- < Clear Channel presentation.
- < Office relocations (Commissions).
- < Meet the Commissions night (orientations).
- < Period 11 results in.
- < Finance Commission job descriptions.

**Sibylla Verdi - Communications Coordinator:**

- < Not On Our Campus advertising.
- < Tuition website update.
- < Bank of Montreal survey ready to go.
- < Bank of Montreal feedback.
- < Executive write-up for web page.
- < Survey quotes.

**Jared Wright - Policy Analyst:**

- < CASA Lobby Conference.
- < Revised policies.

**Christopher Lythgo - VP Academic:**

- < Interviews.
- < Sue Brown, Sheldon.

**Behshad Darvish - Executive Coordinator Student Services:**

- < Erin Shannon is the new Orientations Coordinator.
- < Service orientations to be held before Arts County Fair.
- < Renovations to the Services area. Move out by the end of the week.
- < Advertising for the Assistant Coordinator positions.

**Kristen Harvey - President:**

- < CASA Conference.
- < Great meetings with MP's, Ministers and Civil Servants.

**Tara Learn - VP External:**

- < CASA Conference.
- < Meetings with MP's.

There being no further business, the meeting was adjourned at 10:40 a.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr

**MINUTES OF THE EXECUTIVE COMMITTEE**

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Behshad Darvish (Executive Coordinator, Student Services - arrived 9:20 a.m.), Chris Lythgo (VP Academic), Lisa Luscombe (Promotions Coordinator), Sibylla Verdi (Communications Coordinator - arrived 9:20 a.m.), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

Absent: Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist)

The meeting was called to order at 9:00 a.m.

**1. Tuition Survey:**

- < Options.
- < Reading ease.
- < Ambiguous selections.
- < Update UBC.

**2. Bank of Montreal Space:**

- < Update.
- < Letter from Bank of Montreal.
- < Hopefully more information should be available by Friday for the Byron and Byron meeting.
- < Bank of Montreal meeting next week.

**3. South Campus Development Letter:**

- < Space for Student Union when SUB is no longer viable (ie. building transition).
- < Satellite South Campus SUB.

**4. Events - Location:**

- < Move to service area?
- < Student Events, First Week already there.
- < Ideas.

**5. Council Dates:**

- < Emailed to Paramjit.
- < Council meeting during SUDS?

**6. Tuition Forums:**

- < April 3rd and 16th at 12:30 p.m. in the Conversation Pit.

**7. Clear Channel:**

- < Issues from Council clarified.
- < Visit Richmond office - application information.

**8. CCSA:**

- < Sweatshirts - feedback to Tara.

**9. Ombuds Office and Advocacy:**

- < Student Rights Advising Centre.
- < Current Ombuds is limited during investigations.
- < IPF funding for this year.

There being no further business, the meeting was adjourned at 10:30 a.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Nick Seddon (VP Finance - arrived 8:45 a.m.), Behshad Darvish (Executive Coordinator, Student Services), Chris Lythgo (VP Academic), Lisa Luscombe (Promotions Coordinator), Sibylla Verdi (Communications Coordinator - arrived 9:35 a.m.), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

Absent: Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist)

The meeting was called to order at 8:35 a.m.

**1. Nestor's Survey:**

- < Athletics and AMS Interactions.
- < Tara to send the survey to the Executive.

**2. Use of SRC during exams:**

- < Limits students recreation space.
- < No SRC means longer exam period.
- < Alternatives?

**3. National Forum on PSE:**

- < Large conference covering PSE, economics, social justice, etc.
- < Held in Manitoba in March 2003.
- < \$250 delegate fees plus expenses.
- < No decision yet.

**4. Executive Meetings:**

- < Time change to be worked out.

**5. CASA Transition:**

**6. B<sup>2</sup> Meeting held Friday, April 5, 2002:**

- < **Bank of Montreal:**
  - Moving closer to an agreement.
  - Space plans - some usable space as is.
  - Long term plan.
- < **Wireless Internet:**
  - Repeaters in library and PSP.
- < **University Claims on Commercial SUB Space:**
  - Will present AMS side at the next meeting.
- < **Policy 67- student debts to UBC:**
  - Parking, tuition, etc.
  - How to recuperate costs.
  - Academic sanctions?
  - Bring issue up at Council.

**7. Reports:**

**Nicholas Seddon - VP Finance:**

- < Commissioner turnover.
- < Exchange students - health and dental plan.

**Behshad Darvish - Executive Coordinator, Student Services:**

- < Service Coordinator introductions.
- < Assistant Coordinator interviews.
- < Offices.

**Oana Chirila - VP Administration:**

- < Film Soc. renovations.
- < Service space going well.
- < Commissioner orientation.
- < Water coolers possibly off the table.

**Christopher Lythgo - VP Academic:**

- < Commissioner orientations.
- < Interviews.
- < Communications Planning Group tomorrow.

**Tara Learn - VP External:**

- < Commissioner orientations.
- < CASA transition.
- < SUDS.
- < Tuition Forum.

**Bernie Peets - General Manager:**

- < Meeting with Clear Channel Communications at 2:00 p.m. today.
- < The Ubysey and CiTR will wait yet before starting with Clear Channel

**8. Discussion:**

- < Women Against Vice Against Women (WAVAW).
- < Safety Coordinator.
- < Shuttle Vans - TREK.
- < Events - FirstWeek to get the ball rolling.

There being no further business, the meeting was adjourned at 9:50 a.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr



## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Chris Lythgo (VP Academic), Behshad Darvish (Executive Coordinator, Student Services - arrived 3:30 p.m.), Sibylla Verdi (Communications Coordinator), Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

Absent: Nick Seddon (VP Finance), Lisa Luscombe (Promotions Coordinator)

The meeting was called to order at 3:10 p.m.

**1. Rick Hansen:**

- < Get in Motion at UBC - June 13 on Koerner Plaza.
- < Looking for AMS input; Krissy is on the Steering Committee.

**2. Archives:**

- < Sheldon pointed out the importance of forwarding e-mails to the archives.

**3. Reports:**

**Oana Chirila - VP Administration:**

- < New Commissioners have been appointed through Council.
- < Renovations Planning Group and Impacts Committee meetings are suspended. Appointment of Council members is imperative.
- < Continue to recruit at-large members for various committees.
- < Working on arranging for an Inside UBC office.

**Jared Wright - Policy Analyst:**

- < Advocate.
- < Blue Light Phones.
- < Dr. Piper's re-appointment.
- < Letters to MP's.
- < Letters to Millennium Foundation.

**Sheldon Goldfarb - Archivist:**

- < Compensation Review Committee.
- < Elections Administrator.
- < Gathering documents - GAP, Travel Cuts.
- < History of ancillary fees.
- < Things to do - Student Council Handbook.

**Sibylla Verdi - Communications Coordinator:**

- < Inside UBC people have been hired.
- < UBC website re tuition.
- < Communications Planning Group.
- < Jared letters.

**Krissy Price - Assistant to the President:**

- < Rick Hansen.

**Bernie Peets - General Manager:**

- < Think Media electronic billboards.

- < Ticker tape at north entrance of SUB.
- < Messages to students.
- < Can run cable news.
- < Discussion Period at Council meeting on April 24.
- < Saferide - Trek's expectations.

**Christopher Lythgo - VP Academic:**

- < Conducted interviews for Assistant Coordinators.
- < SUBtitles - online software.
- < Planning SUBmersion and W.O.W.

**Tara Learn - VP External:**

- < Hosted and attended CASA NW Transition conference.
- < CCSA registration, flights and rooms are booked.
- < SUDS planning has started.
- < Provincial Lobbying Group.
- < Organized Tuition Forums.
- < Attended Finning dinner.
- < Discussed TREK proposal.
- < AMS clothing - The Outpost.
- < External Commission.
- < Privatization of insurance.
- < Not On Our Campus.

**Kristen Harvey - President:**

- < CASA transition - brainstorming.
- < Meetings coming up:
  - PAC on tuition.
  - VP Students roundtable.
  - Geoff Atkins.
  - Board of Governors.
  - WAVAW.
- < Blue Lights and safety.
- < Think Media.
- < University networking rep is John Martell.
  - Student loans - capital acquisition costs.
  - Computers, laptops.

**Behshad Darvish - Executive Coordinator, Student Services:**

- < Conducted interviews for Assistant Coordinators.
- < Orientations and Student Events office space has been finalized.
- < Orientation day planning for incoming Service Coordinators.
- < Preliminary budgets for Services are due on May 1. May have to push date back, considering Services transition.

There being no further business, the meeting was adjourned at 4:30 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

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Absent: Sibylla Verdi (Communications Coordinator)

The meeting was called to order at 12:30 p.m.

**1. Events Sponsorship - Rogers AT&T:**

< Ads, Orientations, SUDS, etc.

**2. Budget:**

< Deadline to prepare budgets is May 15th.  
< Same for Services, Executive and support staff.

**3. Smart Card:**

< All-in-one student card: Library, copycard, meal plan and laundry.  
< No word from university.  
< Separate proposal - research other potential proposals.  
< Possible 'united' card; all UBC cards made into one.

**4. Clear Channel:**

< Application form, Bernie to look into a few odd questions - ie. passport #  
etc.  
< Options and information - questions.  
< Recommendations.

**5. TREK:**

< Shuttle project proposal forwarded to Tara. Includes ownership of  
shuttles, paying wages to run Security Bus on behalf of the university.  
< Recommendations.  
< Liabilities:  
- what level of liability does this push the AMS to?  
- there is no guarantee re: union jurisdiction.  
< UBC ought to be entirely responsible for safety.

**6. CABSD:**

< Wireless network.  
< Possible phase out of computer labs. This is a real concern.  
< Cost - charges to students. Recall the failed \$100 technology fee of a  
few years ago, prior to the advent of 'wireless campus'.  
< Report on Building Committee.

Nick, Christopher and Behshad left at 1:10 p.m.

**7. Think Media:**

< Proposal.  
< University to pay for sponsorship?

- < Advertising backlash.
- < Seek consultation on the issue of sponsorship during Discussion period at Council.

**8. Council Agenda:**

- < Policy on ancillary fees.

**9. Reports:**

**Tara Learn - VP External Affairs**

- < Provincial Lobbying Group.
  - Colleges and Universities invited.
  - Political stance.
- < Car insurance - addressing issue of age discrimination.
- < Translink - lobbying for improved bus service.
- < SUDS - developing conference plans, meeting with communications and promotions department.

**Jared Wright - Policy Analyst:**

- < Millennium Scholarship Foundation.
- < CASA Research.
- < Tuition.
- < Ancillary fees.

**Lisa Luscombe - Promotions Coordinator:**

- < Web page - index, copyrighting.

**Oana Chirila - VP Administration:**

- < SAC meeting.
- < Impacts, Renovations to commence after appointments.
- < Inside UBC, 'office space'.
- < WAVAW.
- < Speakeasy/campus tours.
- < New clubs constituted.

**Bernie Peets - General Manager:**

- < SFU BoG UPass information.

**Krissy Price - Assistant to President:**

- < TLEF meeting.
- < First Year Orientations May 26th.

**Kristen Harvey - President:**

- < David Holm is leaving the Registrar's Office to be replaced by Brian Silzer in early May.
- < On-line elections. Will find out costs by mid May BoG meeting.
- < WAVAW. Discussions for the possibility of WAVAW to have a satellite outreach office on campus.
- < VP Students roundtable.
- < PAC.

**Sheldon Goldfarb - Archivist:**

- < Document management.
  - Daphne is scanning SAC minutes back to 1986.

- < Gathered GAP lawsuit papers for Bernie.
- < Filmsoc are out of Archives annex.

Behshad returned at 1:45 p.m.

**Behshad Darvish - Executive Coordinator, Student Services:**

- < Service Coordinators and Assistants remuneration - apparent inconsistencies - Sheldon to look into this.
- < Set date for Services Orientation. Held meetings with a variety of people including incoming and outgoing coordinators.

There being no further business, the meeting was adjourned at 1:55 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

**MINUTES OF THE EXECUTIVE COMMITTEE**

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Chris Lythgo (VP Academic), Behshad Darvish (Executive Coordinator, Student Services), Nick Seddon (VP Finance), Lisa Luscombe (Promotions Coordinator), Jared Wright (Policy Analyst), Sibylla Verdi (Communications Coordinator), Bernie Peets (General Manager)

Absent: Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President)

Guests: Myles Constable (The Point), Christine Lenis (Firstweek)

The meeting was called to order at ..... p.m.

**1. The Point (Myles Constable):**

- < Presented a proposal regarding the Point.
- Idea of purchasing 'shares' in the Point Newspaper which would allow the AMS to have a full page (weekly) ad in the Point for a yearly cost.
- Circulation will go up to a weekly run of 10,000 copies.
- Will not cover political issues. Are looking to primarily report on issues of upcoming events, etc.

**2. Studentcare - 'Space Deal':**

- < They would like renovations done to their space.
- < At the time of the original request, the renovations were regarded as inappropriate.
- < They would like the AMS to pay for about \$40,000 worth of renovations.
- Some concerns that a 'new, fancy' office would look inappropriate to students paying for the plan.
- The AMS currently 'eats' a portion of the rent of the space that Studentcare occupies.
- Tara felt this seems inappropriate with the coming year's budget.
- Jared - it may look bad to have a new office emerge at the same time as an increase in cost to students.
- Bernie maintained that the AMS 'doesn't make a dime' from the Health Plan whereas Studentcare makes a good deal of money from it.
- Kristen - we will not go ahead with renovations at this time.

**3. External Commission Proposal:**

- < Cory Fry (PSE Liaison Commissioner) would like to raise awareness about the life of a UBC student to the greater community.
- < Would be contacting external news groups.

**4. Painting Offices:**

- < The Commissions have requested to paint their offices. The Service Coordinators have also requested to have their offices painted. The Executive have painted their offices but would prefer that others did not due to high turnover.

**5. Budget:**

- < Nick has sent out the preliminary budget proposal to Council for comments.

- < Bernie asked if the legal fees for the upcoming GAP trial could be taken from the External and University Lobbying Fund.
- < Kristen asked if it would be possible to use the art to offset some of the cuts that are facing the AMS this year.
  - Possibility of having a show/fundraiser night around our collection.
  - We can sell our collection with a general resolution ie. referendum.
- < Christopher asked everyone to be honest about their expenditure.

**6. Firstweek (Christine Lenis):**

- < Christine, Justin Sudds and Eran Norton have discussed their vision for Firstweek.
  - Biggest concern was money - should students be paying for these events?
  - Idea of a wristband system where students pay a single sum for a wristband that would allow them access to all the events in Firstweek.
  - Behshad - need input in terms of the budget and their vision for the future of Firstweek.
  - We need to determine the nature of their relationship with Imagine UBC.
  - Possibility of moving Shinerama into Firstweek's portfolio and making it a larger event.
  - Bernie asked if Shinerama is in Firstweek, will there be sufficient volunteers?
  - Behshad - Events need more coordination to ensure that the target participants don't have other events running simultaneously.
- < **Partnerships with Imagine UBC:**
  - Christine sees them as an opportunity to target their audience 'first-years' and encouraging them to attend Firstweek events.
  - Behshad feels it is important to maintain the identity of Firstweek as an 'AMS' event.
  - Concern that a partnership with Imagine will lead to it being 'Imagine Firstweek' and not 'AMS Firstweek'.
  - Christine's impression is that Imagine wants to expand beyond a one day event.
  - The biggest difference between Firstweek and Imagine is the emphasis on only first year vs. all students.
- < **\$10 wristband charge:**
  - Students would purchase a wristband that would allow them entrance into the event.
- < The goal of Firstweek is to be more about the UBC student in general including commuter students, etc.
- < Partnership with Imagine will depend on any financial arrangement.
- < A Steering Committee will be struck for Firstweek.

**7. The Point:**

- < Discussion on the pros and cons of participating in deals.
- < Nick and Chris will take a look at costs and where money can come from.

**8. Next Meeting:**

- < The next meeting of the Executive Committee will be held on Monday, May 6, 2002.

There being no further business, the meeting was adjourned at ..... p.m.

Kristen Harvey  
Chair, Executive Committee KH:pr



### MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Chris Lythgo (VP Academic), Nick Seddon (VP Finance), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

Absent: Behshad Darvish (Executive Coordinator, Student Services), Jared Wright (Policy Analyst), Sibylla Verdi (Communications Coordinator)

The meeting was called to order at .....

#### 1. **Athletics Fee:**

- < Budget was presented at the University Athletic Council meeting with Bob Phillip attended by Kristen and Nick (no Council members present).
- < Shortfall of \$370,000
- < This is the last year for fees \$3 increase.
- < Proposal if for a 19% increase in fees.
- < There has been less student consultation on Athletics fee than there was on tuition.
- < Part-time and full-time students pay full Athletics fee.
- < No strong stand point to fight previously established fee.
- < Work with Plant Ops and Athletics on fee situation.
- < Fee due to ongoing maintenance.
- < Faculty subsidized Birdcoop passes.
- < Nick AMS report on Task Force (UAC).
- < Task Force report by July; for Olympic bid due date.
- < Task Force - where can we make cuts so that we can survive this year?
- < Students response to new/larger fees on top of tuition increase.
- < What is our feedback (ideas):
  - big picture, direct benefit to students, is it trend setting?
  - proof of 'worthiness' of new ancillary fees.
  - referendum to refund or not collect AMS Athletics fee.
  - redirect Athletics fees for students, or grants to teams, Birdcoop subsidy.
- < **Our goal:**
  - best to oppose ancillary fees.
  - spin so that it shows that the AMS benefits students.
  - legal consultation on putting money into a fund.
  - to have proper consultation re: our policy.
  - accountability for increase, publicize increase in calendar to show where fees go and how students benefit.

#### 2. **Policy 67:**

- < At the last BoG meeting, the issue of academic penalties on students who do not pay parking fees was raised.
- < Other groups were added such as housing, libraries, etc.
- < Alternate - library overdue fees penalize use of library (an idea).
- < Sheldon researched other schools that do this.
  - parking wasn't previously included in Policy 67.
- < Read AMS Policy from the January 23, 2002 minutes of Student Council.
  - opposes parking fees affecting academic pursuits.
- < Amendment to Policy and Procedures Handbook.

- not consistent with 1995 version .
- unclear as to whether Policy 67 was passed or not - talk to Tieg or Maryann.
- < Does this Policy affect faculty - collection agency?
- < If implemented collection should not be discriminatory.
- < Collection Agency vs. academic sanctions.
- < Should pay our fees.
- < Alternatives for collection:
  - no parking pass if you don't pay fines; same for library.
  - develop relationship with ICBC.
  - lobby the university to find alternatives.
- < Add non-academic pursuits, can't affect academic issues re: our Policy of January 23, 2002.
- < Paying fines related to conduct?
- < Towing vehicles - safety issue as is the boot.
- < Have registration fees linked with registration, parking fees with parking and library fees with library use.
- < Link fines to area of fines.
- < If a student has graduated, then go to a collection agency.
- < Tuition fees alone linked to academic sanctions, not ancillary fees.

**3. Inside UBC:**

- < Salary for this year is \$9000, and \$1000 for each Coordinator upon completion of the book.
- < Future salary. If we are going to have two people working on this, then we should make it two positions.
- < Compensation Committee will assess this.
- < No commitment for \$11000 each in interview.
- < Employment contracts - use last years.
- < Ambiguities in ad.

**4. Next Meeting:**

- < The next meeting of the Committee will be held on Thursday, May 9, 2002.

There being no further business, the meeting was adjourned at ..... p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

### MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Christopher Lythgo (VP Academic), Behshad Darvish (Executive Coordinator, Student Services), Jared Wright (Policy Analyst), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

Guest: Tieg Martin

The meeting was called to order at 9:20 a.m.

#### 1. Land & Building Services - Tieg Martin:

- < Wants student perspective on efficiency and effectiveness.
- < Will be producing a report on efficiency and effectiveness in the six areas under Land and Building Services.
- < Tuition proposal - first time to be evaluated.
- < TREK - to make UBC a top research facility.
  - coop, mentorship, learning potential.
- < Meant to make recommendations based on perceptions, etc.
- < Unit by unit feedback: raise student concerns.
- < Plant Operations: Executive feedback/questions.
  - potholes/puddles.
  - people not going to work yet being paid.
  - why does UBC not contract out? Self sufficient.
  - contract with CUPE 116.
  - must pay for services.
  - why is L&B doing this now? Due to AMS pushing for efficiency and accountability.
  - deadline completion.
  - turnaround time.
  - bush maintenance.
  - landscaping is to be commended; with the exception of SUB.
  - lighting - lack of, burnt out lights.
  - APPA standards - UBC aims for 4 - 5
    - re: cleanliness, lighting.
    - 5 is the bottom of the scale.
  - break times (workers)
  - wages (perceived to be excessive for some classifications), tradesmen competitive.
- < Utilities:
  - maintain and deliver electricity, sewers, gas and steam.
  - construction (repair in front of Hennings) slow competition.

Christopher arrived at 10:00 a.m.

- Korea House - slow completion.
- < Campus and Community Planning:
  - how do you rate effectiveness.
  - non-publicized public meetings.
    - councillors go to meetings but feel their presence is ineffective.
  - AMS has been waiting for two months for an occupancy permit for work that was finished two months ago.

- < VALA Architecture:
  - Arts Centre Design - changes have compromised space.
- Sustainability office:
  - appears to be pushed by two people; lack of vision.
  - don't look at outcome of actions; 'do not plan'.
- < TREK Office:
  - mandate is to reduce SOV and find alternatives.
  - Trek - full of 'dreams' that will not become reality.
  - should be part of sustainability office, and be smaller in size.
  - carpool parking lot is being built upon, will it be moved?
- < Opportunities for students:
  - only seem to be using union workers.
  - hard to get into unions.
  - open up general labour positions.
    - low skill set.
- < Miscellaneous problems:
  - repetitive roles.

Tieg Martin left at 10:10 a.m.

## **2. Bank of Montreal of Space:**

- < Offer letter at UBC VP Student's table to be signed.
- < Ideas for space use - pubs and social space.
- < Spoke with A&B Sound - doesn't look promising.

## **3. Firstweek Steering Committee:**

- < Two executives need to be on this committee.
- < Oana and Kristen volunteered.

## **4. UBC Neighbourhood Association:**

- < Hampton Place, UEL, future faculty housing etc.
- < Mandate to address community issues.
- < Christopher will be the AMS rep.

## **5. Wireless Connectivity:**

- < \$2000 per transmitter and wiring.
- < Sheldon researched and found three other schools doing similar wireless movements.
- < No IT ancillary fee for wireless this year.
- < Money possibly better spent in Bank of Montreal space.
- < No urgency to sign or due to lack of students who can use it.

## **6. Campus Safety Conference:**

- < Business centred; trade shows with seminars.
- < Good information.
- < Ideas for UBC parking collections.
- < ID cards fully integrated.
- < Security awareness tips.
- < Privatized security in the states.
- < Action Plan:

- policy on safety to guide the Safety Committee.

## **7. AquaSoc:**

- < AquaSoc meeting to be held on Monday (Bernie).
- < AquaSoc owes \$7000 to Pacific Diving.
- < This could affect shop and prices - viability.

## **8. Business Operations:**

### **Catering:**

- < - Boy Scouts executive meeting being held in SUB. \$40,000 - \$60,000 range for AMS catering.
- < During exams make the concourse a study area (mainly for April exams) and the Ballroom too.
- < Period 13 mini project - Nick and Bernie to work on this.
- < Lessee Prospect:
  - for SUBtitles space.
  - 'On the fringe' - UVic hair salon. Owner is excited.
  - for September opening must move quickly.
  - if exec ok with this, we can move item to CSPG.
  - Tara to contact UVic execs to see how 'On the Fringe' looks space wise; will it suit our space and style here in SUB.

### **SUBtitles:**

- < - Sam Cohen and Eric proposed developing software for on-line SUBtitles Service.
- lack of experience.
- server may not be compatible with AMS server.
- product from Guelph person.
  - used before.
  - website & store.
  - expensive at \$19000
  - distance - repairs from Guelph?
  - security.
- local contracted developer.
  - more control and ability to customize.
  - chance to make money.
  - September due date - feasible?
- modify Rentsline software.
  - cost effective, local.
  - 5 fields for searching.
  - to be priced out.
- Sheldon to research Uswap.com
  - background.
- Lisa and Oana to get quotes.

## **9. AMS Foundation:**

- < Our charity branch of AMS.
- < CCRA event.
- < Sheldon to find out who the AMS Foundation executives are.
- < Forward a letter to the executives.

## **10. Trek Ride Board:**

- < SAC approved agreement allowing Trek to manage the AMS ride boards.

**11. Think Media:**

< Get an update from Janet and Byron.

**12. The Point:**

< Added sponsorship?

< Look into printing costs etc.

- Oana to follow up.

There being no further business, the meeting was adjourned at 11:35 a.m.

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Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Christopher Lythgo (VP Academic), Behshad Darvish (Executive Coordinator, Student Services), Jared Wright (Policy Analyst), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

The meeting was called to order at 1:00 p.m.

### 1. Arts Space Programme:

- < Estimate budget increased.
- < UBC proposal now replaced by Alumni donation (\$450,000).
- < AUS President to talk to Brian Sullivan.
- < Byron - extra \$ to go to more social space (wireless).
- < Wait to hear from Steve Price - does he need help?

### 2. IPF Update:

- < Bank of Montreal back in, Delly still involved (although already pay UBC directly).
- < Mechanical room and post office back in.
- < \$8.12 per square foot now = \$255,000 in total.
- < BoG resolution: proctor should not be increased (it was committed).
- < SUBtitles removed.
- < Will send a counter proposal letter.

### 3. B<sup>2</sup> Meeting:

- < Catering outside SUB:
  - jobs may be affected (may hear from CUPE).
  - we are starting to affect them.
  - there is outside catering (ie. Calhoun's).
  - SUB lease just for student union purposes.
    - Byron doesn't include catering.
    - Bernie reads lease differently (financial support).
  - Sheldon to look at portion of lease mentioned.
  - no action yet.
  - will wait to hear further before doing anything.

### 4. Bank of Montreal space:

- < Take to design meeting with Michael.
- < Start renovations by the end of the summer.
- < Arcade could be moved to BOM to open centre area for social space or Bike Coop can be extended, corridor will work.
- < Goal: have something ready for September.
- < Student Health - not appropriate for SUB.
- < Review of ideas for BOM space from WOW.
- < Some ideas overlap current businesses.
- < Daycare - liability - but few places of support for parents on campus.
- < Corridor to Bike Kitchen - open up space and accessibility to that area.
- < 24 hour space:
  - safe space.

- study space.
  - eatery.
  - university to help fund renovations and increased security.
  - smartcard to gain access.
- < Review of diagrams.
- < Group study space/lounge.
- < Student Involvement Centre:
- services.
  - intramurals.
  - club offices.
  - not to be dominated by any one group.
  - bulletin boards vs offices.
- < Inter Faculty Publishing Office.
- < Friday market - UBC Farm.
- < Royal Bank - bank machine presence?
- < Blue Chip satellite in social space.
- < Bookable space is a good idea.
- 5. Provincial Gaming Society:**
- < \$50,000 to societies/year from applications.
- < Proposed a clause in the event of the societies dissolution or underspending of allocated funds to be distributed as clause dictates.
- < Applies only to monies from gaming society.
- < Will issue an addendum for Wednesday's Council meeting.
- 6. Communications Budget Proposal:**
- < Applied for HRDC grant for strategic plan; funded for period of 9 weeks.
- < 9 week funding covers extra worker hired at minimum wage - AMS to subsidize wage to a higher amount?
- < Lisa finding lack/outdated resources hinder production/completion of requests sent to Promotions Dept.
- < Proposal on table is for 3 workstudy students next year; must have resources for students to use; ie extra computer, scanner; buying new scanner.
- < To be discussed by the executive.
- 7. Next Meeting:**
- < To be held Thursday, May 16, 2002 at 10:00 a.m.

There being no further business, the meeting was adjourned at 2:50 p.m.

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Kristen Harvey  
Chair, Executive Committee

KH:pr



## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Christopher Lythgo (VP Academic), Behshad Darvish (Executive Coordinator, Student Services), Jared Wright (Policy Analyst), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

The meeting was called to order at 10:05 a.m.

### 1. **Campus Advantage:**

- < Started in 1994. Formerly Canadian Campus Business Consortium (CCBC).
- < Supposed to save on Inside UBC and other paper costs.
- < AMS left CCBC because we were losing money.
- < QuickTax is part of Campus Advantage.
- < Two years ago AMS Council decided to be participants of Campus Advantage without paying the membership fee. We will look at each option brought forth and choose whether or not to participate.

### 2. **Travel Cuts:**

- < Travel Cuts started by AOSC.
- < University of Western Ontario started a lawsuit after they found out about the proposal to exclude non-CFS schools.
- < UBC joined Western, along with other schools in their lawsuit.
- < Lawsuit is in the discovery stage.

### 3. **Other Lawsuits:**

- < AMS being sued by 3 students.
- < These students were members of the LifeLine club.
- < On and after September 22, lawsuit will have much more media coverage.

### 4. **Business Operations:**

- < 14th day of fiscal year.
- < Food and Beverage Department is ahead of budget.
- < Pit and Post Office off slightly.
- < Possible addition of network games to the Arcade.
- < Games Room #3 in profitability.

### 5. **Reports:**

- < **Oana Chirila - VP Administration**
  - working on Bank of Montreal space plans.
  - Arts space going to tender soon.
  - a SAC Commissioner was thinking of being a councillor; has decided to stay as a commissioner.

### < **Christopher Lythgo - VP Academic**

- starting the budget process today.
- meeting with Dennis Pavlich today regarding the UBC Neighbourhood Association.
- UCom meeting to be held this afternoon.
- UCom to have a log book for questions, plan and accountability.
- dress code for CCSA? - casual.

-bring up SUDS at CCSA.

< **Krissy Price - Assistant to President**

-working on Rick Hansen event and first year advising sessions.  
-Presidents round table set up from strategic plan.  
-working on volunteer contact list.

< **Nick Seddon - VP Finance**

-redoing finance board.  
-working on Treasurer's Handbook.  
-setting up CASFAA conference attendance plans.  
-budget actuals will be in from 23rd to 27th.  
-streamlining budgets, coordinating account codes.  
-tomorrow setting up 'budget plan'.  
-CSPG this past week presented 'On the Fringe' Hair Salon.  
-looking into international student health insurance.  
-one commissioner isn't doing office hours - will look into the situation.

< **Lisa Luscombe - Promotions Coordinator**

-working on SUDS for past few weeks.  
-compiled comprehensive database of student executives.  
-working with service coordinators on their financial side of promotions.  
-working with stakeholders who have pages on the website to give weekly updates.

< **Behshad Darvish - Executive Coordinator, Student Services**

-Services budget almost ready for submission to the Budget Committee.  
-had a meeting with Imagine UBC and Firstweek.  
-have received weekly reports from all Services.  
-setting up meetings with individual service coordinators.  
-working with Michael Kingsmill on the Service Center renovations.  
-will be attending the COCA conference in June along with Justin Sudds and Erin Nortin.

< **Jared Wright - Policy Analyst**

-attended lunch with deputy premier.  
-lunch with premier's office re pse.  
-preparing materials for upcoming CASA Conference.  
-working with OmbudsOffice and Advocacy Office as a contact between the Services and the Executive.

< **Tara Learn - VP External**

-hoodies arrive today.  
-SUDS is now the primary focus.  
-SUDS Speakers - Liam Arbuckle and Sheamus Murphy.

< **Sibylla Verdi - Communications Coordinator**

-preparing two budget, for herself and the Inside UBC.  
-Deputy Ombudsperson job description is done.  
-met with IT Services - wireless and rewiring network.  
-helping out with the GSS Graduate Handbook.  
-met with Cory Fry (XCom) regarding 5 episodes on student life to go on TV.

< **Sheldon Goldfarb - Archivist**

- Code and Policies met for the first time - looks good.
- lots of research to do from questions raised in C & P.
- Grad Class Council - gift; flagpoles.
  - accountability and follow-ups on happenings.
  - exercise control?

Michael Kingsmill arrived at 11:40 a.m.

- past Grad Class gift - status; revising due to cost.
- one of the gifts is funding for a band stand.

**6. Bank of Montreal Space:**

- < Just completed Bike Kitchen expansion feasibility study.
- < Adding Bike Kitchen access to rest of lower level increases flow and sustainability of SUB lower level.
- < Drawing presentation.
- < Executive to prepare options they would like to see and Michael will do diagrams

There being no further business, the meeting was adjourned at 12:10 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External) Nick Seddon (VP Finance), Christopher Lythgo (VP Academic), Behshad Darvish (Executive Coordinator, Student Services), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

Absent: Oana Chirila (VP Administration), Jared Wright (Policy Analyst), Sibylla Verdi (Communications Coordinator)

The meeting was called to order at 11:00 a.m.

### 1. Welcome Back BBQ:

- < Charging entrance fee.
- < Cost recovery.
- < Pourer honorariums? \$3200, \$3000 (including t-shirts) to be contributed by Molson, we pick-up the rest.
  - this year Molson will give \$2500 to baseball, we pick-up the rest.
- < Increase beer prices - \$2.75
- < Entrance fee \$2.00

### 2. First Week:

- < Wristbands; not viable due to current timeframe.
- < Campus Advantage kits - \$0.50 to AMS
  - at gates of event? Litter?
- < Firstweek budget.
  - 2 more events.
  - bigger name entertainment.
  - rides for event.
- < Cap budget at \$60,000?
- < Link Lyanne Evans to Firstweek Kits - sponsorship package.
- < Look at centralization of sponsorship throughout the AMS.
- < Student to do 10 hours a week of sponsorship related links for AMS/Firstweek.
- < Review event by event.

### 3. Medical Undergraduate Society Fee Increase:

- < Held a referendum and ignored Bylaws.
- < Wanted to raise fee from \$20 to \$40.
- < Provided minutes from AGM.
- < Show of hands vote - should have been secret ballot.
- < Did not publicize in the Ubyyssey.
- < Contacting Yvette Lu re: her previous contact with MUS.
- < Sheldon to list requirements that MUS failed to meet.

### 4. Student Legal Fund Society Keys:

- < Desmond still has keys.
- < Change Jared's locks if we cannot recall keys.
- < Will clear this up.

- 5. Council:**
  - < Review packages.
  - < Discussion on Nick's enrollment policy email.
  - < Discussion on changes to Code regarding negotiations done by Services.
  - < Discussion on name change of Appointments Committee.
  - < Deferring performance reports to the July meeting.
  
- 6. Revenue Stream:**
  - < Bathroom Ads.
    - how much do we get?
    - ads for bathrooms in SUB (outside of Pit).
  
- 7. AMS Sweatshirts:**
  - < Raise during Discussion Period at Council.
  
- 8. Summer School Students and Summer Safety:**
  - < Kristen to forward an e-mail containing information on summer Safewalk.

There being no further business, the meeting was adjourned at 12:10 p.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Christopher Lythgo (VP Academic), Jared Wright (Policy Analyst), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Bernie Peets (General Manager)

Absent: Behshad Darvish (Executive Coordinator, Student Services), Sibylla Verdi (Communications Coordinator)

Guest: Henry Chen (Comptroller)

The meeting was called to order at 1:00 p.m.

### 1. Health & Dental Plan Shortage:

- < Fee assessment structure and how it works.
- < Deficit of \$54,000.
- < Spoke with Studentcare.net/works - the error is not on their side.
- < Error is on UBC side due to retroactive accounts; UBC perged their accounts of 'phantom' students.
- < Studentcare.net/works was not told by UBC that these students should not be covered. These students were assessed but never paid the fee.
- < Phantom students did not return to UBC or did not come to UBC.
- < 306 phantom students.
- < Repeat of problem next year?
- < Talk to Studentcare about error, re: \$54,000 to go back to Sunlife.
- < Talk to UBC re reimbursement. 0.5% administration fee to UBC for doing student assessments accurately.
- < UBC checks who is a student from a year to a year and a half after the school year commences.
- < Kristin from Studentcare asks for a listing of phantom students to check if they used the plan.
- < Kristen and Bernie to draft a letter to UBC.

### 2. Insurance - 2 issues:

1. a student was hurt by ICM Security at the Arts County Fair, 2001.
2. CURIE
  - a group of 50 universities and 9 student societies. Liability insurance may be discontinued as of December 2003.
  - Kristen to follow-up with student reps ie. McMaster in similar situation.

Henry Chen left at 1:50 p.m.

### 3. AMS Budget:

- < Whistler fund \$33,836
- < New initiatives fund \$18,288
- < Eliminated when code was changed in 1999.
- < Still money in these funds; according to code there are no funds.
- < Money could go to the general operating fund.

### 4. SUBtitles:

- < John Calvely needs a definitive list of subject categories.

- < Dropdown menu search.
  - title.
  - subject
  - author
  - Lisa to phone John

**5. Student Legal Fund Society Keys:**

- < AMS collects fees on behalf of the Student Legal Fund Society.
- < SLFS need to have access to the Business Office?
- < Look into changing Business Office keys.
- < Sheldon to look into SLFS further.
- < Executive to pass a policy stating that the SLFS does not need keys to the Business Office.

**6. Commission Office Blade Signs:**

- < Hallway is very narrow.
- < Low ceiling.
- < Test sign sizing and placements

**7. Bank of Montreal Space:**

- < Executives to attend Renovations Planning Group meeting next week for Bank of Montreal walk through.

**8. Business Updates:**

- < Last week was great.
- < Food and Beverage are \$20,000 ahead of budget.
- < Bernoulli's \$16 off plan.
- < First period results should be out tomorrow.

**9. Reports:**

< **Tara Learn - VP External**

- SUDS taking up most of her time.
- Speaker's update.

< **Sheldon Goldfarb - AMS Archivist**

- Byron Hender's send off dinner tonight.

< **Lisa Luscombe - Promotions Coordinator**

- Busy few weeks with the SUDS packages and website updates.
- Website updates due to weekly email Lisa sends out.
- Inside UBC ads.
- Test forums - Joblink, Internship.
- Assistant is working out well.

< **Krissy Price - Assistant to the President**

- Rick Hansen event update.
- Executive Steering Committee - UBC new portal software update.

< **Oana Chirila - VP Administration**

- Attended meeting for Byron Hender's replacement and conducted interviews.
- Renovations Planning Group meeting was held last week but did not achieve quorum.
- Thinking of attending a Sierra Club conference re impacts and sustainability.
- SAC meeting held last week.

- <       **Bernie Peets - General Manager**  
-World Cup not having any effect on the Pit.  
-Pit 60% over budget this period.  
-Moved drink machine to Bernoulli's.

- <       **Christopher Lythgo - VP Academic**  
-Working with Budget Committee.  
-Tentatively hired Chad Hyson for a position to liaise with Student Leaders.  
-Working with Senate on the Yardstick.  
-Almost completed WOW recommendations.

- <       **Nick Seddon - VP Finance**  
-Finance Commission is running well.  
-Club budget approvals going well.  
-Vice-Chair inputting account codes for budget process.  
-Busy with Budget Committee.

- <       **Jared Wright - Policy Analyst**  
-Policy follow-up with CASA.  
-Revised Executive office policy.

MOVED OANA CHIRILA, SECONDED TARA LEARN:

"Whereas the security of the Administration Office is of the utmost importance to the Alma Mater Society (AMS); and

Whereas it is AMS practice to routinely change building keys in the interest of maintaining security;

Be it resolved that the AMS Executive maintain control over the issuing of AMS Administration Office keys; and

Be it further resolved that the AMS Executive retain the right to repossess AMS Administration Office keys previously issued to AMS clubs, constituencies, resource groups, AMS affiliated societies, employees and non-AMS members."

... Carried Unanimously

- <       **Kristen Harvey - President**  
-Wireless meeting re: pricing.  
-e-strategy meeting.  
-Getting back on track after conferences.  
-President's roundtable meeting this morning.  
-On the Fringe salon update.

## **10. Budget (in camera)**

There being no further business, the meeting was adjourned at 2:57 p.m.

Kristen Harvey  
Chair, Executive Committee

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Procedure.

- who should this transitional honorarium be paid to?
- how do we determine if duties are performed in order to be paid transitional honorarium?
- possibly set out a list/criteria of tasks to be completed (checklist) in order to be paid the transitional honorarium.
- who gets paid?
- if re-elected to same position, doesn't need new training, therefore doesn't warrant a transitional honorarium.

**7. Reports:**

- ▶ **Sibylla Verdi (Communications Coordinator):**
  - the Inside UBC is finally finished. All pages have been edited.
  - added new content to website.
  - did some postering.
  - had a meeting with AMS Services as a whole and individually for promotions.
  
- ▶ **Behshad Darvish (Executive Coordinator, Student Services)**
  - the Services have moved into the new area.
  - office space issues - the Ombudsoffice is much smaller than the previous office - impedes mediation due to lack of space.
  - working on a proposal regarding safety and Safewalk for university regarding funding.
  - Safewalk Foot Patrol Conference:
    - UBC was supposed to hold it for 2001 but due to September 11 the event was cancelled. Safewalk would like to hold it this year. The event would cost the AMS nothing.
  - Campus Tours:
    - people are using the Speakeasy booth. Workers are being disrespectful of the space ie. feet on counter.
  
- ▶ **Nick Seddon (VP Finance):**
  - Annick Gauthier is no longer chairing the AMS Health & Dental Plan Committee. Nick to chair over the summer.
  - met with Bernie and Henry on Friday regarding the budget. Finally determined the format.
  - On the Fringe Hair Design to be brought up the CPG meeting.
  - CASFAA was a great opportunity to talk and build relationships with financial aid people on the UBC side.
  - UAC Task Force set up to give Dr. Piper direction regarding Athletics and their funding issues - student needs are being put first.
  
- ▶ **Christopher Lythgo (VP Academic):**
  - the budget is almost done.
  - holding lots of UCOM meetings.
  - trying to get the Yardstick rolling.
  - working on Zoom Media.
  - discrepancy in the nature of the Safety Committee:
    - is a committee of Council.
    - Sue Brown has written check requisitions for this committee. Should she be a signing officer for this committee when she is not the chair?

- must follow Code.
- ▶ **Oana Chirila (VP Administration):**
  - found some cool student association websites - we could 'borrow' ideas.
  - working to get the AMS Art Collection online.
  - the SAC Handbook is now online.
  - working on club elections - reviewing options.
  - reviewing trek board layout/look.
  - the Renovations Planning Group meeting looked at the Bank of Montreal space - looking at it again today.
  - the Impacts Committee is working with sustainability groups to have a sustainability street.
  - Engineering - problems with booking the concourse - not willing to share space.
- ▶ **Krissy Price (Assistant to the President):**
  - working on SUDS.
  - Rick Hansen event update - the event raised \$20,000
- ▶ **Lisa Luscombe (Promotions Coordinator):**
  - the Orientations Brochure has been sent out - looks good.
  - web issues - space on servers.
    - 50% of local website was dumped.
    - fixing display issues for netscape users.
  - Karen getting pictures for services - rave cards.
  - Itel - regarding Subtitles information.
  - start Firstweek promotions.
  - have been asked to host a safety site that will be separate from the AMS website.
    - Executive decision - there is already an area on the AMS page dedicated to safety; must use existing site.
- ▶ **Tara Learn (VP External Affairs):**
  - just back from APTA Conference.
    - made great contacts with TREK people regarding UPass.
    - saw how other schools deal with transit issues.
  - going to be focusing on UPass and SUDS.
  - met with Harvard and MIT people regarding transit (UPass).
  - SUDS registration deadline was June 15, 2002.
  - John Herron is bringing another private members bill to the floor on scholarship.
  - meeting with the Code and Policies Committee chair today.
- ▶ **Kristen Harvey (President):**
  - WAVAW - reached an agreement. To be located by the Wellness Centre.
    - to be referred to AMS Student Council.
  - Constituency President's Roundtable:
    - small but promising.
  - APTA:
    - good - sessions were UPass focused.
    - discussions on what TREK does with Safewalk.
  - TREK:
    - shuttle bus issue - new options brought forth.
    - Graham Senft to write up a proposal for the executive.

- Upcoming:
  - Council agenda items.
  
- ▶ **Jared Wright (Policy Analyst):**
  - Safety proposal.
  - GSS recommendation to University.
    - GSS want a seat on the Athletics Council.
  - Attended the stalking forum.
  - Wrapped up the Ombuds Advisory Committee.
  - Did some lobbying letters.
  
- ▶ **Sheldon Goldfarb (Archivist):**
  - GSS wanted history on members and responsibilities of the UAC.
  - Ombuds Advisory Committee.
  - Archives Annex is now in operation.
  - Looked into Code changes required for online voting.
  - Got photos for Fiona Price of the AMS Whistler Lodge construction.

8. **Other Business:**

MOVED NICK SEDDON, SECONDED CHRISTOPHER LYTHGO:

"Be it resolved that the Code and Policies Committee be asked to review the issue of transitional honoraria for the Executive in order to develop a new procedure to be incorporated in the AMS Code of Procedure;

Be it further resolved that this new procedure clarify eligibility and entitlement for the transitional honoraria."

... Carried

There being no further business, the meeting was adjourned at 11:30 a.m.

  
Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Christopher Lythgo (VP Academic), Jared Wright (Policy Analyst), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Behshad Darvish (Executive Coordinator, Student Services), Sibylla Verdi (Communications Coordinator), Bernie Peets (General Manager)

The meeting was called to order at 1:30 p.m.

### 1. Safewalk Shuttles:

- < Read over memorandum.
- < Discussion.
- < Clarify time usage in agreement - extension?
- < CUPE issue? TREK has faxed CUPE and waiting for their response.
- < 7 or 15 seat usage for the van - class 5 vs class 4 license.
- < Need confirmation that PAS will continue to run the security bus.
- < Other wages (non-Safewalk related)?
- < Behshad will discuss this item with Liz King from Safewalk.

### 2. Arts Space issue:

- < Michael would like the bid that 'won' the construction on the Arts space to be presented to Council at the July 3, 2002 meeting.
  - contract with Parkwood Construction is not final.
  - needs to be a motion for Council.

### 3. Budget Committee:

- < The Budget was sent out but had an incorrect bottom line.
- < Accumulated deficit is \$63,000
- < Ombuds figures were changed by mistake; error has been corrected.

### 4. Reports:

#### < Nick Seddon (VP Finance):

- the Commercial Services Planning Group met today. Agreed upon a few changes to "On the Fringe Hair Design". Preparing a briefing for Council during presentations.
- Studentcare long term agreement. Rationale for decisions on numbers in agreement.
- Budget presentation tomorrow.

#### < Lisa Luscombe (Promotions Coordinator):

- Working on the web this week.
- Clear Channel information is on the website.
- Service pages are being updated.
- Karen is working on Firstweek posters.

#### < Tara Learn (VP External Affairs):

- Code and Policies Committee meetings.
- SUDS Conference planning.
  - Dr. Piper and Gordon Campbell are hopeful speakers.

#### < Oana Chirila (VP Administration):

- Working on policy for clubs hosted on website.
- Working on club election process.

< **Sheldon Goldfarb (Archivist):**

- Working with the Code and Policies Committee on transitional honoraria.
- Caught up on news clippings.

< **Jared Wright (Policy Analyst):**

- Working on Universitas 21
- Working on SUDS.
- Attending meetings of the Code and Policies Committee.
- Hepatitis B policy for the Medical Undergraduate Society.
- Financial Services being re-vamped.

< **Bernie Peets (General Manager):**

- ITEL - SUBtitles proposal.
- July 25, Kristen and Bernie in London, Ontario for the Travel Cuts lawsuit.
- Arts County Fair lawsuit is collecting information - in the hands of the insurance adjuster.

< **Christopher Lythgo (VP Academic):**

- The Student Events Coordinator ad is up.
  - Behshad will take care of this as (Christopher is away)
- WOW recommendations have been emailed out.
- Someone may be collecting information for the Yardstick and the Exam Database.
- Affinity Cards - what are they? The AMS could have an affiliation credit card where we would get some percentage of purchase as income.
- Zoom Media - incorporated changes into Council presentation.

< **Sibylla Verdi (Communications Coordinator):**

- Ongoing meetings with Services.
- Follow-up Firstweek meeting.
- SUB directory done.
- Events Board has arrived, waiting for Michael Kingsmill to put it up.
- Want to do write-up for Residence Association newsletters.
- Working on Services promotions.

< **Kristen Harvey (President):**

- Had a meeting with Tec de Monterrey representative.
- The Communications Planning Group will be meeting soon.
- WAVAW agreement is ongoing.
- Met with the new Registrar re online voting.
- Meeting with Winnie from International House.
- Meeting with Career Services - AIESEC wants larger share of the money from the Career Fair. If the university is unwilling to negotiate we may be able to partner in this.
- BC Student Assistance Program Committee will be sitting to review student applicants who were denied BC student loans. Will be at the next review meeting.
- Got a call from the Province newspaper regarding the blood born disease policy - has not yet written the article.
- Tuition allocation - working on feedback.
- Upcoming conference in Montreal to unite provincial lobbying groups on issues which they have been united on before. Tara and Kristen will be attending.

**5. Other Business:**

- < Bernie finally received a response from WAVAW regarding our agreement with them. The agreement will not be ready for Council.
- < Rumours that WAVAW has lost some provincial funding.

There being no further business, the meeting was adjourned at 3:15 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Behshad Darvish (Executive Coordinator, Student Services), Jared Wright (Policy Analyst), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Sibylla Verdi (Communications Coordinator), Bernie Peets (General Manager)

Absent: Christopher Lythgo (VP Academic), Krissy Price (Assistant to the President)

The meeting was called to order at 1:00 p.m.

### 1. Exam Prep System:

- < Bernie: no cost at present that he could see - how much do students pay to use the system?
- < Standardized exams - general questions suited to first year students.
- < Includes answers - bonus.
- < would we be stepping on the toes of the Math Club that sell exams?
  - Oana - they are not an AMS constituted club.
- < Could we put up further resources on our site to send students to?
- < They mentioned a possibility of revenue - we don't know how this works.
- < If there is a payment system involved we may have to administer it - collect fees and hand out passwords etc.
- < We are unclear as to whether this will run without our support.

### 2. Wireless Campus Discussion:

- < Ongoing email discussion.
- < Need direction for the next Council meeting.
- < Wireless will not likely be fully implemented right away but phased in slowly.
  - may not be necessary to have a policy at this time.
- < The university is also implementing a hard-wired project at the same time as the wireless project.
- < There is no indication of any partnership going on with computer supplies.
- < We need to look at the larger e-strategy.
- < Kristen will set up a meeting with Ted Dodds to ensure there will be the same or more computer workstations available to students in the future.

### 3. SUBtitles/ITel Update:

- < John called last week for our update.
  - he has vacation coming up and is concerned about the timeliness of the site construction.
- < We do not know if the university will be providing this service.
- < We will wait until Tara gets information about the University's plan for a book exchange.
  - we will have an email discussion to finalize this decision.
  - even if my.ubc.ca has this service, it may not catch on with students.

### 4. June Month End Sales and Labour Reports:

- < Most of the businesses have done very well.
  - SUBcetera off but has picked up in the last week.
  - Bernoulli's still off but picking up.
  - Games Room considerably off in June. Still working on a deal with network gaming.
  - Building Operations and F&B up (lots of catering and conferences).



- < Month end reports should be available tomorrow.
- < What are we going to do to promote Bernoulli's?
  - will be doing some cross promotion with other businesses.
  - on campus promotion doesn't work well.
  - currently promoting catering aspect of Bernoulli's.
  - we can't get a good snapshot of business until students return in September.
  - Bernoulli's is no longer affecting Blue Chip.
- < Do we expect the Arcade to pick up in July/August when students are out?
  - did not pick up last week - likely due to not having counterstrike (networked games).
  - makes sense to have the Arcade re-located to smaller space.
- < SUBcetera off possibly because people waited until the Tuesday (first week of July) to buy their bus pass.
  - labour consistent in SUBcetera most of the time regardless of sales.

## 5. **WAVAW Update:**

- < We finally have a copy of the contract that both parties have agreed to.
  - WAVAW had concerns about promotional materials going through the Communications Planning Group.
  - also concerned about providing financial reports.
    - will provide statistical activity.
    - if they want to discontinue the service, they will release the financial reports.
  - as occupants, they must follow the rules of SAC, the Proctor, etc.
  - motion and agreement to go to Council.

## 6. **Reports:**

### < **Nick Seddon (VP Finance):**

- Behshad passed out some invoices from cell phones which 'alarmed' Nick.
  - some were duplicated and some were missing.
  - because of the nature of our sponsorship agreement, Rogers bill us, we pay them and then bill Cellmart for the cost.
  - Henry does not know who has what number.
  - for those who are making a lot of long distance calls - they should switch to Clear Channel.
  - Clear Channel is currently sending invoices as lump sums and not itemized.
  - the system has also been down twice in the last week.
- Finance Commission is working on Financial Awareness Days.
  - working with Imagine.
- Working with Henry to reduce the number of account codes.

### < **Oana Chirila (VP Administration):**

- Renovations plugging along.

### < **Jared Wright (Policy Analyst):**

- Working with the Ombudsoffice on a couple of cases.
- Working on SUDS.
- Also working with the Advocacy Office on confidentiality issues.

### < **Sheldon Goldfarb (Archivist):**

- Received a question regarding who the Mini School Coordinator reports to.

MOVED NICK SEDDON, SECONDED TARA LEARN:

“That the Mini School Coordinator should report to the Executive Coordinator of Student Services.”

... Carried Unanimously

- Still a question about Mini School Coordinator’s compensation.
- Someone came in asking to see the Coke deal contract. Bernie referred them to the Law Library.
- Worked with Sameer on Code revisions that were passed by Council.

< **Sibylla Verdi (Communications Coordinator):**

- Continuing work on rack cards.
- Working on Clear Channel news release.
- Meeting with AMS Tutoring regarding promotions.
- Editing the WAVAW brochure.
- SUDS writing.

< **Tara Learn (VP External Affairs):**

- SUDS starting next Monday.
  - binders are being put together.
  - still firming up schedule.
  - social activities all done.
  - CASA and CFS both coming.
  - still waiting to hear from Gordon Campbell.
- Trek Shuttle project.
  - meeting tomorrow.

< **Behshad Darvish (Executive Coordinator, Student Services):**

- Drafted proposal for round-up fundraiser.
  - project with Bookstore to raise money for scholarships etc.
  - met with Janet Teasdale regarding round-up.
  - also discussed CAU - student services conference - UBC hosts next year.
    - interested in an AMS rep to focus on student involvement.
- Met with Janice Robinson.
  - talked about promoting services within housing.
- Services admin orientations.

< **Lisa Luscombe (Promotions Coordinator):**

- Working on rack cards.
- Firstweek promotions.
- SUDS
- Website changes.

< **Bernie Peets (General Manager):**

- Shannon Simmonds was in today to meet with Michael regarding On the Fringe Hair Design in old SUBtitles space.
  - she has signed off on contract.
  - has already been passed in principle by Council.
  - final contract will likely go to Council as a motion.

< **Kristen Harvey (President):**

- Had a meeting with Maya on the students disciplinary panel.
  - she had a couple of concerns that are easily remedied.

- Internship proposal with Athletics and Intramurals.
  - Coordinator who works with Downtown Eastside community.
    - this is done at other universities.
- Safety Shuttle meeting tomorrow.
- Spoke at residential school survivors conference.
- Extended meetings with Winnie Cheung at International House.
  - Meeting with Travel CUTS in London, ON.

< **Behshad Darvish (Executive Coordinator, Student Services):**

- Idea from Shinerama Conference.
  - some schools have done some alcohol events.
  - very preliminary ideas.
    - get out to Housing - they are very concerned.
  - they now want to have a cross country world record breaking tequila shot in the third week fo September.
  - there would be some liabilities involved with liquor events.
- Justin Sudds wants to discuss the Student Events position and its long term plan.

< **Tara Learn (VP External Affairs)**

- SUDS starts on Monday - Tara will be away for three weeks after SUDS.

**7. Next Meeting:**

- < The next meeting of the Executive Committee will be held on Monday, July 15, 2002 at 12:30 p.m.

There being no further business, the meeting was adjourned at 2:31 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Behshad Darvish (Executive Coordinator, Student Services), Krissy Price (Assistant to the President), Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist), Sibylla Verdi (Communications Coordinator), Bernie Peets (General Manager)

Absent: Christopher Lythgo (VP Academic), Lisa Luscombe (Promotions Coordinator)

The meeting was called to order at 12:30 p.m.

### < **Policy 71 and 72:**

< Policy 72 is the only university policy relating to tuition.

< Policy 72 dumped before Board of Governors meeting.

< The AMS sees it as being in the best interests of students to have a university policy regarding domestic students who are academically qualified to attend UBC no matter what.

< UBC Board of Governors think Policy 71 is needed and that Policy 71 nullifies the need for Policy 72.

< Policy 71 is regarding UBC/AMS student consultation.

< Topic to be revisited at a following Executive Committee meeting.

< The AMS registered their opposition to repealing Policy 72 and is working on communication protocol with the GSS for Policy 71.

### **2. Volunteer Services:**

< Athletics Proposal.

< University proposal to create a position that coordinates varsity athletes to volunteer around Vancouver.

< Meaghan Thumath (Internship Coordinator) is spearheading this project on behalf of the AMS.

### **3. Exam Database/Yardstick Offer:**

< Behshad was emailed by a student offering ideas and help to update the 2 systems.

< Behshad to meet with student on Tuesday.

< Problem is not having access to professor exams rather than not updating site - currently.

### **4. GCI/Durex:**

< Proposal to find a student representative to approach students about safer sex practices and the Durex brand.

< Possible sponsorship options;

- for the education of safer sex practices should this go through the Wellness Centre?

### **5. SUBtitles:**

< Tara spoke with Winston Lo - UBC is thinking of doing the same project as AMS plans to.

- Tara to research UBC involvement further.

### **6. Reports:**

< **Behshad Darvish (Executive Coordinator, Student Services):**

- Services have been busy the last couple of weeks.
- Chad Hyson (student leadership) under Janet Teasdale has ideas to work with Volunteer Services.
- The Trek meeting held the other day went well.

< **Sheldon Goldfarb (Archivist):**

- Received an email from AISEC - now they are asking about how to become a Constituency after being turned down to be a Resource Group.
- Safewalk is doing a questionnaire - Behshad helped out with questions.

< **Jared Wright (Policy Analyst):**

- SUDS items.
- Safety proposal.
- Policy 72.
- John Herron's bill on taxation on scholarships.

< **Oana Chirila (VP Administration):**

- Student Environment Centre - now has a student initiatives project.
- Bike Co-op wants the covered bike racks to be replaced.
- 2 new clubs constituted - Turkish Society and the Paintball Club.
- Student Legal Fund Society - unreturned key issues.
- Office allocations - Bijan is not pleased with his office - size is too restrictive for large mediations.
- Plywood for Bank of Montreal has been delayed.
- We will go ahead with our SUBtitles software and help with focus groups for the UBC U-SWAP software.

< **Firstweek Motto:**

- 'You always remember your first'
- the 'F' in first is the 'F' symbolizing Firstweek.

< **SUDS Update/Reminders:**

- Wine and Cheese from 8:00 - 10:00 p.m.
- Reminder about sessions.

< **Business Update:**

- Period 2 numbers.

< **Sibylla Verdi (Communications Coordinator):**

- Communications Planning Group worked on the WAVAW brochure last week.
- Inside UBC wrapping up.
- Tutoring posters - 5 different versions.
- Edited Financial Procedures Manual and the Treasurer's Handbook.
- Working on Volunteer Services posters.
- Doing ads for Firstweek.

< **Nick Seddon (VP Finance):**

- Updating account codes.
- Updating Treasurer's Handbook.
- Student Initiatives Fund - ideas on disbursement.

< **Bernie Peets (General Manager):**

- Janice Boyle (Speaker of Council) is willing to speak with us about fundraising.

<

**Tara Learn (VP External Affairs):**

- Coordinating aspects of TREK shuttle proposal. Meeting in late July.
- Universitas 21 - difficult member survey - had Bernie and Jared help complete it.
- Montreal conference in late August.
- Nick will be the Code and Policies representative while Tara is away.
- SUDS starts today.

**Kristen Harvey (President):**

- The Communications Planning Group went well.
- TREK meeting today.
- Problems with Policy 71 and 72. Have been working on this since last week.
- Attending Travel CUTS conference next week re: law suit.
- Montreal Conference August 12 - 14, 2002.

There being no further business, the meeting was adjourned at 1:50 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic), Oana Chirila (VP Administration), Krissy Price (Assistant to the President), Jared Wright (Policy Analyst), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Sibylla Verdi (Communications Coordinator), Bernie Peets (General Manager)

Absent: Tara Learn (VP External), Nick Seddon (VP Finance), Behshad Darvish (Executive Coordinator, Student Services)

The meeting was called to order at 1:00 p.m.

< **CACUSS 2003 Conference Planning Committee:**

< Behshad to sit on Committee.

< Krissy to help Behshad.

**2. SIMPL:**

< Centralizes information for students to pay any and all fees.

< Centralized billing.

< Being part of SIMPL means AMS fees can be paid anywhere. The Health and Dental Plan fees can be paid at the housing desk.

< Conversely the AMS would have to accept housing fee payment.

< Does this make it too easy to opt-out of fees? Yes!

< Tuition increase has gone into funding SIMPL program.

< Idea - let AMS be paid on-line; to opt-out you must come to the AMS offices.

< Extra staff needed to accept extra fees (ex. housing).

< How would this affect our fee agreement with the university?

**3. Exam Database/Yardstick:**

< Student approached Behshad with an idea on how to improve databases.

< Lisa met with this student; gave feedback to the student and asked for proposals on how to improve/change the databases and how to collect information.

< Student's ideas are ideas that Lisa has already thought about.

< Issue is the data collection not the database upgrade.

< UCom to brainstorm collection ideas.

**4. WAVAW Agreement/cuts:**

< Governmental cuts to the WAVAW operating budget by 40%.

< This cut will affect the crisis line. The crisis line is the only service that WAVAW offers that is available to men and women.

< AMS to hold off promotions of WAVAW until we confirm what WAVAW will offer this year.

< No agreement signed yet as it has not been approved by Council.

< Try to set up a meeting before Council next week (July 31).

**5. Reports:**

< **Sheldon Goldfarb (Archivist):**

- Away Friday.

- Answering questions re: clubs asked by SAC Secretary.

- Working on GAP undertakings.

< **Lisa Luscombe (Promotions Coordinator):**

- Continuing changes to website.

- Joblink upgraded.
- Executive rave cards came in today.
- Karen working on rave cards for Services.
- Research on e-mail newsletters.

< **Jared Wright (Policy Analyst):**

- SUDS went well; reviewed feedback.
- Confidentiality on Services and Safety Coordinators.

< **Sibylla Verdi (Communications Coordinator):**

- Attended SUDS.
- Rentsline classified ad.
- Working on rack cards for Services.
- Made 4 different versions for posters for Volunteer Services.
- Edited portion of U-Book for Oana.
- Meeting with the Services to talk about promotions.
- Doing up job ads for Commissioners on the website.

< **Oana Chirila (VP Administration):**

- Had a meeting of the Renovations Planning Group last week - went well.
- SAC is good.
- 3 month review meeting with SAC next week.
- Has finals this week.

< **Bernie Peets (General Manager):**

- I-TEL working on SUBtitles software which should be ready for the 2<sup>nd</sup> week of August.
- Catering scooped another \$14,000 deal from UBC Catering.

< **Christopher Lythgo (VP Academic):**

- Academic Issues Commissioner position left to hire.
- UCom has contributed \$300 to community safety.
- Quarterly review with UCom coming up.
- Zoom Media Council recommendation in the works.
- Compensation Review Committee to evaluate the society.
  - ad-hoc committee?
  - look at Strategic Plan.

**Kristen Harvey (President):**

- Attended BC Student Financial Appeal Committee meeting in Victoria.
- Moderated a SUDS session on financial aid.

There being no further business, the meeting was adjourned at 2:15 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr



## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic), Tara Learn (VP External), Nick Seddon (VP Finance), Oana Chirila (VP Administration), Krissy Price (Assistant to the President), Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist), Sibylla Verdi (Communications Coordinator), Bernie Peets (General Manager)

Absent: Behshad Darvish (Executive Coordinator, Student Services), Lisa Luscombe (Promotions Coordinator)

The meeting was called to order at 1:00 p.m.

### < **MBA Students:**

< There is a question of whether MBA students are formally represented by the GSS.

< Should look into whether the Dean pulled out of FoGS - under GSS.

< Who should represent these students?

- AMS

- CUS

- become independent students who don't pay AMS fees.

< The Executive feel MBA students should have representation on GSS Council.

- should meet with Michelle Aucoin and Brian De Alwis.

### **2. E-Learning:**

< Kristen met Kim Lam a graduate student from Electrical Engineering.

< Last year first year Chemistry TA's were cut and an on-line study program was implemented.

< The first year was free but there is concern that math, engineering and science students will need to buy software in lieu of TA help.

< This e-learning could tie into the idea of mandatory laptops for students.

< The AMS will meet with the Faculty of Science and see what their plan is for chemistry software and future software.

< Ideas for wireless network for each program/faculty.

< Actions to be taken at this time:

- work on a Technology Policy.

- research e-learning and get a heads up on any changes.

- Christopher will talk to the CUS for an update on the mandatory laptop and MBA issue.

- Policy - show our support with conditions that include TA's.

### **3. Zoom Media:**

< Proposed \$15,000 signing bonus this year; sponsorship money has also gone up.

< Same deal as brought to Council only with the AMS receiving more money.

< Changes to Council motion.

### **4. Bookstore Roundup:**

< Agreement between the Bookstore and the AMS to round-up the bill at the Bookstore.

< This rounded-up money will go to scholarships and charitable causes.

< Promo items must be done by August 15<sup>th</sup>.

< The AMS Promotions Department is busy with Firstweek and Services print deadlines.

< Lisa is back tomorrow - will consult with her on the feasibility of AMS staff doing promo items.

**5. Campus Advantage Sampling Program:**

< Campus Advantage are not delivering what they had promised.  
< Samples would be delivered in bulk.  
< AMS would have to create packages - lots of man hours required.  
< Search for possible distributors/stuffers of Campus Advantage packages?  
- Commissioners  
- Varsity Teams.  
- Firstweek volunteers.  
- Others.

**6. Durex Condoms Deal:**

< Durex people on campus handing out samples.  
< AMS to receive money for this - \$5,000  
< Durex plan to come out to AMS events throughout the year.  
< Durex should not target first years or Orientation packages.  
< Limits on events?

**7. My Bux/UBC Smart Card:**

< Oana, Bernie, Nancy and Henry met with My Bux group.  
< Students can put money on card via Bank bill payment or through SUBcetera.  
< 13 cents per transaction.  
< Card is used like a credit card at participating merchants.  
< 10 cents to My Bux and 3 cents to the AMS - as deal goes so far.  
< My Bux pay for all hardware and software.  
< \$4 startup; 4 cents for money transfer to card.  
< There are on-line merchants who are part of the My Bux project.  
< My Bux has offered the AMS to test drive in two AMS outlets without any promise of the AMS entering a contract.

**8. United Way Campaign:**

< AMS to help out with kick-off event.  
< Need to pick a date in late September.  
< UBC to pay for event

**9. Parent Orientation:**

< Executive to contact Tlell Elvis if they would like to be involved.

**10. Student Council:**

< Bank of Montreal presentation/motion for Michael Kingsmill to proceed with design studies for the space.  
< Travel Cuts update form Kristen and Bernie.  
- AMS had decided to go ahead with lawsuit.  
- \$80,000 cost to the AMS in legal fees.  
< Will do Travel Cuts presentation at the August 28<sup>th</sup> meeting.

**11. AMS Firstweek and Welcome Back BBQ Booths:**

< Information about the AMS.  
< Cotton candy.  
< Rave cards.  
< Similar to last year.  
< Campus Advantage items.

**12. Universitas 21:**

- < Possibility of hosting this conference in January 2003 at UBC campus by the AMS.
- < International Committee does large amount of organizing; some AMS organizing.
- < Tara to do a presentation at the July 31<sup>st</sup> Council meeting.

**13. Immediate Items:**

- < Hiring next week for Tutoring Assistant Coordinator, Student Events Coordinator, Elections Committee and Commissioners.
- < Brian Silzer need to meet with the AMS - Christopher or Nick to be the AMS rep; Henry Li to accompany.

There being no further business, the meeting was adjourned at 3:25 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic), Tara Learn (VP External), Nick Seddon (VP Finance), Oana Chirila (VP Administration), Behshad Darvish (Executive Coordinator, Student Services), Lisa Luscombe (Promotions Coordinator) Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist)

Absent: Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator), Bernie Peets (General Manager)

Guest: Janice Boyle

The meeting was called to order at 10:00 a.m.

### < **Fundraising Options:**

< There is an opportunity to raise money through the AMS Foundation and issue tax receipts.

< Partnering with UBC may be advantageous -

< We could access our own archives to find students who were actively involved in the Society.

- may want to go after people who were involved but may not have 'graduated'.

< For the best success you would need to have a staff position devoted to fundraising and relationship building.

< For short term fundraising we would need to look at grant writing for corporate and foundation money.

< Special events are the third least effective ways of fundraising.

- most effective is peer to peer requests.

< If you have the opportunity for sponsorship, put the money into an endowment fund.

- money can generate interest on an annual basis which is guaranteed income.

- can set up with UBC or Vancouver Foundation.

< Hiring can be difficult - need someone with experience (but this will cost you) or you can hire a recent graduate or someone part-time. BCIT has a diploma program on fundraising.

- people may have transferrable skills coming from sales and related positions.

< People who raise funds on commission can result in a conflict of interest.

< Never want to fundraise to 'save' something - ie. if we don't get the money it will go under.

- pitches should be positive.

< Set up your structure first and then have someone to do the job.

< When you are giving, naming rights to buildings/structures etc. limit them to 20 - 25 years.

- endowments can be named forever.

< Research what students have contributed and what those donations are worth in today's dollars.

< Set up an endowment fund (or an encroachable endowment which can be touched under very specific circumstances - but must be repaid).

< We could work with the Vancouver Foundation in setting up funds, endowments etc.

- they may send people our way if they have donors interested in our type of services.

**2. UBC Graduation Sustainability Pledge:**

- < Began in the US and has spread to Canada.
- < A pledge that Rebecca Best would like all students at UBC to sign during their time here - recognizing their effect on the environment and pledging to commit to sustainability.
  - part of this would be either signing a book or reading a pledge at your graduation.
  - we would like to tie this into a more tangible sustainability issue like the U-pass.
  - Christopher will call Rebecca - although we support the principles of the pledge - would like to see more tangible progress, ie. an affordable U-pass.

**3. International Student Orientation:**

- < To be held the last week of September.
- < International House would like us to support their orientation.
  - suggestion of giving cookie vouchers or something of that nature.

**4. Studentcare Mass Email:**

- < Studentcare want to send out 2 emails regarding insurance.
  - one soon and one in early September.

**5. Bank of Montreal Space:**

- < Meeting early next week for a presentation.

**6. Global Citizenship Conference:**

- < To be held on September 5 & 6 for a day and a half.
- < Based around September 11 issues.

**7. Policy 71 Review Committee:**

- < 3 students to sit on the committee.
  - 2 AMS (VP External and VP Academic).

**8. International Student Society/Council:**

- < Christopher has obtained a document regarding this proposal.
  - we would like to see a more organized plan or vision.

**9. Reports:**

< **Christopher Lythgo - VP Academic:**

- Aerin Jacob is no longer in her position and has been replaced by Brendon Miller.
  - had a meeting yesterday regarding the Yardstick.
- All outstanding positions have been hired: Mini School, Student Events Coordinator, Assistant Tutoring Coordinator.
- NewAd Media has read about our negotiations with Zoom Media.

< **Lisa Luscombe - Promotions Coordinator:**

< **Jared Wright - Policy Analyst:**

- Housekeeping.
- Advocacy promotion.
- The Yardstick.
- University Athletics Taskforce.
- Premier Campbell is looking at recognizing outstanding volunteers within

Point Grey constituency.

< **Oana Chirila - VP Academic:**

- Was away last week.
- OMG proposal - recycling bins with advertising on the side.
  - the university is against this proposal.
- Art Gallery.
- Club's Days.

< **Behshad Darvish - Executive Coordinator of Student Services:**

- Student Leader Resource Fair - August 28, 9 - 11a.m.
  - 250 leaders on campus who will attend a session in the ballroom.
  - Services, Residence Advisors, and other student leaders.
- Round-up.
  - promotions area is a little behind.
  - is a go for the Bookstore and the Outpost, in a more limited capacity.
- Appointments Committee has met to appoint several positions.
- Tutoring Services are hiring tutors right now.
- Orientations have lower numbers than anticipated.
- Met with Parker Johnson the new First Year Coordinator.
- Liz King is working on the Safewalk shuttle schedule for September.
- Firstweek staff are being hired.

< **Nick Seddon - VP Finance:**

- The Treasurer's Handbook is done.
- Financial Aid Awareness days to be held September 9, 10 and 11 from 11 - 2:00 p.m.
  - will consist of three components - financial assistance, scholarships, financial planning.
- Interviewed for the Special Projects Commissioner position.
- Signing authority document.
- Working with Sheldon on the Executive Procedures Manual.
- Revising account codes.
- Working with Jared re Social Work/Family Studies constituencies.
- Kristin Foster passed on frequently asked questions re: studentcare.
- Athletics Task Force.
- On The Fringe starting September 9, 2002.

< **Tara Learn - VP External:**

- Kristen and Tara attended the Montreal Conference (Le Feuq, CASA).
- Came out with a common declaration about PSE. CHST, differential tuition accessibility etc.
- TREK shuttle project.
- SUDS finances.
- Continuing working on provincial lobby group.

< **Sheldon Goldfarb - Archivist:**

- Melanie from UCom has been talking about responsible drinking on campus.
- Working with Brendon on teaching evaluations.
- Code and Policies decided that thorough guidelines be given to Grad Class Council.
  - give power to Council to dissolve Grad Class Council executive.
  - freeze accounts if rules are not adhered to.
- Working with various people on Executive Procedures Manual.

<

**Kristen Harvey - President:**

- Was away in Montreal at a conference.
  - conference received extensive provincial and national coverage - especially francophone media.
  - Le Feuq subsidized a lot of the conference - made it affordable.
  - 700,00 students reached agreement on key PSE issues.
- Catching up this week.
- Met with Michelle Aucoin.
  - dropped a few things that she wants the AMS to think about.

<

**Christopher Lythgo - VP Academic:**

- Heads up from housing re temporary housing.
- Has been approached to revive the Student Leadership Conference.

There being no further business, the meeting was adjourned at 12:09 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic), Tara Learn (VP External - arrived 8:20 am), Oana Chirila (VP Administration), Behshad Darvish (Executive Coordinator, Student Services), Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator - arrived 8:15 am), Bernie Peets (General Manager)

Absent: Nick Seddon (VP Finance), Lisa Luscombe (Promotions Coordinator)

The meeting was called to order at 8:00 a.m.

### < **UBC TV:**

< Liane Anson (student) is interested in revitalizing UBC TV.  
< Liane submitted a proposal to the AMS and other campus stakeholders re: improving and updating UBC TV.  
< Could the channel to be more beneficial to students?  
< The AMS could send a letter of support, however no AMS funding to be given to UBC TV.

### **2. Law Students' Association:**

< Want to use the AMS logo, layout etc on their business cards.  
< The LSA is part of the AMS.  
< In-house assistance to help design logos and business cards - would this start a precedent?  
< Make a standardized card available to clubs and constituency's.  
< The AMS should have the final say on the appearance of business cards.

### **3. Advisor Training:**

< 3 opportunities for the AMS to establish a connection with residence advisors.  
< Fair for advisors tomorrow; maybe a Firstweek and Shinerama booth along with Services - 9:00 - 11:00 am.  
< Inter-residence Council;  
< Christopher to speak - wants 8 binders stuffed with AMS information.  
< BBQ today - not an AMS event.

### **4. Council Agenda:**

< One Executive motion - Zoom Media.  
< Code changes - Student Initiatives Fund.  
< Discussion on other changes.

### **5. Reports:**

#### < **Sheldon Goldfarb - Archivist**

- Checked on origin of 25¢ student payment to UBC for AMS student card/library card.
- Gathered information for teaching evaluations.
- Helping Nick with Executive Procedures Manual.
- The Health and Safety Committee met last week, still gaps in coverage.

#### < **Jared Wright - Policy Advisor**

- Edited 1<sup>st</sup> draft of Safety proposal; made budget recommendations.
- Reviewed University Athletics Task Force proposal.



- Working with FOI Commissioner on Teaching Evaluations.
- Policy 71.

< **Sibylla Verdi - Communications Coordinator**

- Zoom Media is coming in on Thursday to install bathroom frames.
- Clear Channel new release is ready to go out in the first week of school.
- Had a meeting with Chris and Jon regarding the distribution of Inside UBC.
- WAVAW brochure finished.
- Drafted letter to the Point from Kristen.
- Drafted letter to Faculty and Department Heads regarding Firstweek.
- Finished text for Safewalk Shuttle posters.

< **Krissy Price - Assistant to the President**

- Working on AMS booth at Main Event (volunteers and info etc.)
- Organizing Shinerama Car Wash with Eran Norton.
- Alumni Achievement dinner meeting today.
- Working on United Way Campaign kickoff and the fundraising event this fall.

Christopher left at 8:45 a.m.

< **Behshad Darvish - Executive Coordinator of Student Services:**

- involved in hiring an additional Joblink Assistant Coordinator.
- 3 Services are applying to the Walter Gage Fund.
- Firstweek next week.
- Round-up for Shinerama.

< **Bernie Peets - General Manager**

- Had a great vacation.
- WAVAW construction is supposed to be completed by the start of school .
- Catching up on email and messages.

< **Tara Learn - VP External**

- Attended the Smart Card meeting and got more information about the project.
- Safewalk Shuttle meeting - looks good - waiting on Memorandum of Agreement from TREK.
- Starting to do invitations for the Great Trekker Award - theme is 'medicine'.
- Not On Our Campus - October 16, 2002. Focus is on poverty and Downtown Eastside.
- Tonight Tara is a transfer student orientation guide.
- SUDS update - looks like we made a profit.

Krissy Price left at 8:55 a.m.

< **Oana Chirila - VP Administration**

- Subsidiary Handbook - asking people to update their sections.
- Club Executive Orientations on September 30<sup>th</sup>.
- Newsletter to clubs.
- Want final focus meetings for Arcade development.
- Ubysey alarm line - Oana to follow-up.
- Clubs receiving packages and not there to sign off.

<

**Kristen Harvey - President**

- President's Round Table:
  - positive.
  - information to presidents.
- Advocacy letter to Deans.
- Letter to invite UBC Staff/Faculty to Firstweek Main Event and the Welcome Back BBQ.
- Meeting with Brian Sullivan:
  - Neil Guppy will be presenting Tuition Increase Allocation document to Council next week.
- Speaking at many orientations next week.
- Horse Barn issue.
  - minimal appetite at Council to fund restoration.
  - costs would be prohibitive. What are our minimum conditions?
  - primacy of social space, student presence.

<

**Lisa Luscombe - Promotions Coordinator**

- Been fielding complaints regarding unclear ads in the Inside UBC.
- Polling system is up and running.
- Website main page being updated.
- Hiring new student assistant.

There being no further business, the meeting was adjourned at 10:00 a.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic), Tara Learn (VP External), Oana Chirila (VP Administration), Behshad Darvish (Executive Coordinator, Student Services), Jared Wright (Policy Analyst), Sheldon Goldfarb (Archivist), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Bernie Peets (General Manager)

Absent: Nick Seddon (VP Finance), Krissy Price (Assistant to the President)

The meeting was called to order at 9:00 a.m.

### < **Horse Barn:**

< Brian Sullivan has looked into it again and renovating it seems unfeasible - not safe etc. They will be demolishing it.

< We have drafted a letter regarding the management structure of any new building plus a reimbursement of the \$140,000 that we have already invested in the Horse Barn.

- we had an agreement in principle to develop the Barn and invested the money to fix the road and landscape the grounds.
- we currently only have one seat on the Neighbourhood Association - we may want more.
- we may look to York as a model.

### **2. Non-Instructional Fee Increases:**

< Kristen wants feedback with regards to the proposal.

- some of the fees are extreme.
- the deferred and supplemental exam fees are not acceptable.
- tuition increase was supposed to increase staffing in Brock Hall - but these fees area also supposed to offset increased staffing costs - double dipping.
- general consensus is that the price hikes are extreme.

### **3. Definition of a Student:**

< We have a standard set of people who are exempt from AMS fees.

< The question is who is entitled to the benefits of membership:

- voting, running in elections, health plan.

< Last year some people were able to opt-in by paying AMS fees - they were then able to get the health plan.

< In terms of exchange students - we have received fees from the local student who has gone overseas.

< We may want to refer this to the Code and Policies Committee.

< We need to find out who is getting stickers.

### **4. United Way:**

< Kick-off September 25, 2002.

### **5. Residence and Overcrowding:**

< Sent a press release regarding this issue.

< We were picked up by the Courier, Channel 11 and Channel 13 news. 6:00 pm and 11:00 pm news.

< Sibylla worked with the media on the coordination of this.

< We have done what we can this week but we need to turn our attention to next year - there needs to be safety mechanisms in place.

< Two reasons for overcrowding - chronic over enrolment and guaranteed housing

to some groups out of lower mainland and scholarship recipients.

- we may not want to attack the housing guarantee for fear of alienating future students.
- there is discrepancy between the amount of market housing UBC is building vs student housing.
- question as to whether housing is complying with health and safety regulations.
- there is the social issue - expectations of having social space that is no longer available.
- at some other schools, the university puts up extra students in hotels.

< Long-term argument is that there needs to be more student housing.

< In the short-term we might argue to put students up in hotels and expand cafeteria service.

< We have a Council policy regarding over-enrollment.

## 6. **Netinfo:**

< Now resnet is being limited to 4GB/months (previously unlimited).

- students are arguing that they signed a contract which is now being changed.

< AMS will follow-up on the issue.

## 7. **Liquor Laws and the AMS:**

< There was a meeting on Thursday regarding liquor laws.

## 8. **Imagine UBC Occupancy Agreement:**

< They have booked the Ballroom through SAC for the first-year dance and now they are charging for it.

- we may need to re-negotiate their occupancy agreement.

< The same issues with room bookings are occurring for Intramurals.

- we need to have a written agreement that can be enforceable.

## 9. **Provincial Lobbying Organization:**

< Because of the strong CFS presence in BC it would be more ideal to build a coalition of students by a mass campaign re: PSE.

< Look to the Manitoba model.

- we will increase communication between the student societies in BC.

## 10. **Reports:**

### < **Sibylla Verdi - Communications Coordinator**

- Worked with Tara on municipal elections.
- Email Newsletter content.
- Volunteered at the Main Event Carnival at the Student Services Booth.
- Inside UBC hand-out on Tuesday and Wednesday.

### < **Jared Wright - Policy Advisor**

- Provincial Lobbying Campaign.
- Worked with Sue Brown.
- Worked on overcrowding issue.

### < **Sheldon Goldfarb - Archivist**

- Overcrowding press release.
- Searched for coverage.
- UBC fixing up the Cairn commemorating the Great Trek.

### < **Christopher Lythgo - VP Academic**

- Brendon and Christopher have drafted a letter to the Deans regarding teaching evaluations.
- Had a meeting with Regina regarding international student concerns.
  - she wants the AMS to set up a solution that will be in place year after year.
  - the AMS International Student Commissioner should be handling these issues.
  - the issues need to be identified by International students.

< **Oana Chirila - VP Administration**

- Working on clubs days and SAC stuff.
- Music students interested in on-line voting.
- Executive Breakfast booked for Friday.
  - not going ahead with this event.

< **Lisa Luscombe - Promotions Coordinator**

- Working on updating the website.
- Working on t-shirts.
- Calendar of events.

< **Bernie Peets - General Manager**

- Came out too late to get dunked on Friday.

< **Behshad Darvish - Exec. Coord. Student Services**

- Firstweek last Wednesday.
- Round-up:
  - got some feedback from Debbie Harvey.
  - cashiers not asking people to round-up.
  - numbers not what we expected.

< **Kristen Harvey - President:**

- Firstweek events.
- Horse Barn letter.
- Correspondence with Michelle Aucoin.
  - in particular, Michelle has conveyed a concern regarding the use of 'UBC' in the title of Sexual Assault Support Centre.
- Will be attending a fundraising seminar at VBT.

< **Oana Chirila - VP Administration**

- Queen's visit t-shirts.
- Going to Edmonton this weekend for a Sustainability Conference.

< **Christopher Lythgo - VP Academic**

- On the Fringe - is it good to go?
- SUBtitles - students are coming and not finding it.
- Meeting with Sue Brown tomorrow.

There being no further business, the meeting was adjourned at 10:47 a.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic) Oana Chirila (VP Administration), Nick Seddon (VP Finance - arrived 1:05 p.m.), Behshad Darvish (Executive Coordinator, Student Services), Jared Wright (Policy Analyst), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator), Bernie Peets (General Manager)

Absent: Tara Learn (VP External)

The meeting was called to order at 12:30 p.m.

### < **Liquor Laws and the AMS:**

- < Staff Sergeant Hickman (RCMP) met with people on campus who serve alcohol.
- < Discussed current practices.
- < Discussion regarding extending campus hours of operation where alcohol is served.
- < Doesn't appear as if it is likely that we will be changing hours .
- < Possibility of 2 pieces of ID needed. How does this affect AMS - Beer gardens and security etc.
- < AMS is in compliance with university regulations.

### **2. Bookings:**

- < First year chemistry lab orientations to be held in SUB due to lack of space in the Chemistry building; too many students in the class.
- < SAC allowed orientations to happen in SUB; charged commercial rates.
- < Lack of UBC planning.
- < AMS/SUB in awkward position.
- < Social space being used as a classroom.

### **3. United Way Update:**

- < Kickoff event to be held September 25, 2002.
- < 11:30 a.m. - 1:00 p.m. BBQ.
- < Execs to be celebrity chefs.

### **4. Grad Class Council:**

- < What are last year's grad gifts?
- < Oana to talk to Shea Dahl.

### **5. Reports:**

#### < **Krissy Price - Assistant to the President**

- United Way update - September 25, 2002.
- Canada Blood Drive Clinic in November.
- Accepted position of Human resources on the UBC Student Leadership Committee.
- United Way charity event.
- Alumni Achievement Dinner Committee update.

#### < **Sheldon Goldfarb - Archivist**

- Urged Executives to forward all speeches and important documents to the Archives.
- Rental agreement with Intramurals - ideas.

- Referred to Imagine Agreement - different arrangement.
- Selling Great Trek photos in the Outpost.
  - who has the rights to these photos?
  - idea brought forward by Erin Shannon (Orientations Coordinator).
  - Sheldon to confirm rights and liability.

< **Nick Seddon - VP Finance**

- Financial Awareness Days going well.
  - many great speakers.
  - attendance lower than expected.
  - The Ubyyssey wrote about the topic in the latest edition.
- Working on opt-outs.
  - about 80 per day.

< **Bernie Peets - General Manager**

- Pacific Vending is going to put Network games into the Arcade at no cost.
  - this will be a test project until November.
- Hoped to have Firstweek results in by today.
- Businesses did well in August.
  - revenue up by about \$21,000
- Zoom Media update:
  - installation of small boards up, larger ones to be here in October.
- Clear Channel:
  - signed up 500 people last week.
- Discussion on interact machines at AMS outlets.
  - already have one in the Outpost.
  - another deal with a bank for an added Bank Machine.
  - get our own bank machine?

There being no further business, the meeting was adjourned at 1:50 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic) Oana Chirila (VP Administration), Nick Seddon (VP Finance), Behshad Darvish (Executive Coordinator - arrived 1:35 p.m.), Tara Learn (VP External), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator)

Absent: Jared Wright (Policy Advisor), Bernie Peets (General Manager)

The meeting was called to order at 12:30 p.m.

< **Tuition Consultation:**

< Kristen handed out a memorandum from Brian Sullivan.

< The Executive discussed the memorandum informally in preparation for the meeting with Brian Sullivan at 1:30 p.m. today.

< Review of questions and topics to be brought up at the meeting with Brian Sullivan.

**2. U-Pass:**

< Discussion of Translink proposal. for eight months a year.

< U-Pass must still pass through AMS Council and then go to referendum.

Behshad Darvish arrived at 1:35 p.m.

< Bus service is still an issue - Translink willing to talk about the service.

< Discussion of eligibility requirements for fee assessment.

< Idea of giving UBC resident students a discount ie. \$15 per month for 2 academic years.

Brian Sullivan and Michelle Aucoin arrived at 1:55 p.m.

**3. Tuition Consultation:**

< Kristen thanked Brian and Michelle for coming and advised that the Executive had reviewed the materials that were sent.

< Brian Sullivan said the point was to introduce the issues:

- tuition increase proposal.
- BoG resolution on access.

< Last year they did not know the Provincial Government's decision on funding until late in the academic year. This year they know the extent of funding and are attempting to put more planning into tuition consultation.

< Documents outline the timeline for the consultative process.

- several levels/discussions.
- tuition allocation 02/03.
- financial assistance.
- grad.
- non-instructional fees - passed by BoG were to apply to students new to UBC in 2003.

< Policy 71:

- about timing of student consultation with regards to fees.
- Tuition and Fees Consultation Process:
  - the timeline was to present this document to the students to get their feedback.



- the BoG would like to have tuition proposal in January to avoid being presented too close to the UBC budget proposal in March.
- timeline to do consultation between now and January.
- further refining of proposal at the January and March meeting.
- Michelle - most of the dates were quite specific. Some dates (constituency) have to be firmed up.
- Kristen - with regards to Board - was it specifically stated in the report to bring the tuition proposal in January?
- Brian - believes that the Board cannot make a decision without the efficiency report and the student financial aid report.
- Kristen - how can we go to effective consultation without the efficiency report and the student financial aid report?
- Oana - will the Board be happy to have the report a month earlier?
- Brian - Yes, but UBC won't be happy about having to produce it.
- Oana - will the efficiency report be available?
- Brian - the efficiency report will be based on the last fiscal year. Not able to report on bursaries etc. until at least December.
- Michelle - better statistics are being kept on an ongoing basis.
- Oana - will only account for first semester - not accounting for financial need in second term.
- Tara - students cannot be expected to comment on benefits of tuition increases when they have only been in school for three months.
- Oana - over-enrollment and planning is a problem - have had a request for booking in the SUB - students in those labs cannot be expected to give positive feedback.
- Brian - believes we will have the majority of the information we will need for consultation.
  - we hope the wait lists go down.
  - need to look at what we won't have because of the January report.
  - Science labs are an issue that is coming up over and over again.
  - need to look at what they can't reliably deliver.
- Tara - what would happen if the proposal was taken to students and every student said no - would they still increase tuition?
- Brian Sullivan - the university has committed to three years of significant increases and will continue. The issue is where money should be spent and how student access was affected by tuition increases. Believes the difference between a January and a March report is still open to debate.
- Kristen - Student Financial Assistance Document - 16 - 20% of increase is earmarked to student financial assistance. Given that there is no longer a Policy 72 - what guarantee do students have that a certain amount of tuition increases will go to assistance?
- Brian - the report says that a portion of any tuition increases will go towards assistance. Some students have said that if student assistance needs are met they would like to see additional funding go towards programs. UBC has a commitment to allocate some increases to assistance.
- Kristen - issues regarding program quality should address over-enrollment. The issue of program quality should also address and discuss over-enrollment as a key factor.
- Brian - we are at 1100 over what we are officially funded for - this has increased problems in housing etc.
- Kristen - this set up a cycle of too many students, overcrowded

- classrooms - there needs to be more core funding from the province to cover the costs of over-enrollment.
- Oana - what about the timeline for guidelines regarding students with extraordinary circumstances not recognized by financial need?
  - Brian - most obvious would be expected parental need not met. Financial Aid do currently work with on this with students on a case-by-case basis.
  - Tara - is well equipped with knowledge about student financial aid. We would like to be involved in these discussions.
  - Michelle - any need met outside the regular financial assistance has tax implications for students. There are extraordinary circumstances where emergency funding is required.
  - Brian - did the students understand the guidelines? Does this include students in professional graduate programs in extenuating circumstances where their need has not been met - they will entertain the ideas of grants or loans.
  - Kristen - discussions being held at McGill regarding allowing international students to work-off campus. What is UBC doing?
  - Brian - already involved in this effort. Decision made by E/C.
  - Brian - will both these items be on the Council agenda?
  - Kristen - yes we can add to the agenda.
  - Brian - would like to present at the next Council meeting. If students could get materials ahead of time that way the presentation will be short.

There being no further business, the meeting was adjourned at 2:30 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic) Oana Chirila (VP Administration), Behshad Darvish (Executive Coordinator-Student Services ), Tara Learn (VP External), Sheldon Goldfarb (Archivist), Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator), Jared Wright (Policy Advisor), Bernie Peets (General Manager)

Absent: Nick Seddon (VP Finance), Lisa Luscombe (Promotions Coordinator)

The meeting was called to order at 10:00 a.m.

< **Executive Bookings:**

< To Oana.  
< No Elections Administrator right now - Exec to book space for January.  
< CASA bookings - Tara.

**2. Staff Appreciation:**

< Lunch on Tuesday, October 1 - Pizza?  
< Something else to be served - Bernie will follow-up.

**3. Non-Instructional Fees Proposal:**

< AMS response to the memo regarding non-instructional fees.  
< Memo is only a response to the University's draft proposal.  
< Council able to give feedback on proposal - ie. changes and ratify memo at Council meeting.  
< AMS response is due today. Kristen will be meeting with Michelle Aucoin to discuss the draft memo this afternoon.

**4. Alcohol Review Committee:**

< The next meeting will be touching on liquor licences in SUB. Nancy Toogood to attend.  
< Oana to attend on behalf of the AMS to discuss club issues.  
< RCMP concerned about beer garden bookings in the SUB - due to numbers of students exiting the building at midnight to 1:00 p.m.  
< Invite Stephen Price (AUS President) to join the Alcohol Review Committee.  
< - weekly beer gardens and specifically Arts County Fair.  
< The AMS reps on this committee are Nancy Toogood, Liz King, Sue Brown, Oana Chirila and Stephen Price.  
< Christopher to clarify AMS reps for VP Students office and submit changes to the last meeting's minutes.

**5. On The Fringe - Cut-a-thon:**

< Money to be raised for the Sexual Assault Support Centre.  
< Location - South Alcove - Oana to arrange booking.  
< Haircuts \$15.

**6. Student Complaint re: Ski Passes:**

< Whistler - Blackcomb sells ski passes through the Ski and Board Club.  
< These passes are only available for students 25 year of age and under.  
< This particular student is over 25 year of age.  
< Forward issue to equity ambassadors.

## 7. Reports:

### **Sheldon Goldfarb - AMS Archivist**

- < Spoke with the Chair of the Code and Policies Committee about the Electoral Review Committee.
- < Ambiguity in code about appointment to Committees.
- < Re-writing fire drill procedures with Jane Barry.

### **Sibylla Verdi - Communications Coordinator**

- < Working on UBC Interactive.
- < Zoom Megalit boards are now up in four locations around SUB as per CPG's recommendation.
- < Crisis communications workshop went well.
- < The Point - article 'Sex, Clothes and Money'; the Point will be apologizing for the 'creative' title.
- < This week working on CPG/WAVAW issues - letterhead ideas, memo to stakeholders and edited a few letters.

### **Oana Chirila - VP Administration**

- < Today is Executive Orientations for clubs - only 6 of 8 sessions were emailed out.
- < Working on Executive bookings for next semester.
- < Bookings line-up tomorrow.
- < Renovations Planning Group met last week - Bank of Montreal renovations are being discussed.
- < Took part in the Internship Fashion Show held last week.
- < Would like to have a website poll about the uses for the bank of Montreal vault.
- < SUBtitles site has spelling and grammatical errors.
- < The Bike Co-op is having a bike show this week in the Art Gallery.

### **Jared Wright - Policy Advisor**

- < Working on Policy 71.
- < Doing research on the Millennium Scholarship Foundation.
- < Working on a report about teaching evaluations.

### **Tara Learn - VP External Affairs**

- < U-Pass meetings - Bernie is also attending. From Translink (Bill Lambert), from UBC (Gord Lovegrove and Graham Senft).
- < Code and Policies Committee meeting times to be announced.
- < CASA Day today.
- < Great Trekker is coming along.
- < Not on Our Campus in the beginning stages of planning.

### **Krissy Price - Assistant to the President**

- < The United Way Kick-Off event held last week went really well.
- < Blood Clinics coming up in November.

### **Behshad Darvish - Exec. Coord. Student Services**

- < The Volunteer and Internship Fair went really well.
- < Fishbone performed at the Pit on Friday and K-OS on Saturday. Both events were very well attended.

### **Christopher Lythgo - VP Academic**

- < Bi-weekly University Commission meeting held this week.
- < Started new initiatives on student safety. Going to each residences - women's self defense classes.
- < Attended Vancouver Board of Trade meeting on Wednesday.

**Bernie Peets - General Manager**

- < Corrine Douglas here to speak tomorrow.
- < Positive Space workshops - only a few sessions left. Bernie to attend on November 14, 2002.
- < September was a good month for AMS businesses.

**Kristen Harvey - President**

- < Attended the United Way Kick-off event and the AMS Internship Fashion Show.
- < Working on feedback for Non-Instructional fees.
- < Staff Appreciation lunch tomorrow.
- < Will be meeting with a representative from a fraternity Pi Kappa Alpha. The fraternity is seeking information about starting a chapter here.
- < Preparation for meeting with Corinne Douglas.

There being no further business, the meeting was adjourned at 11:20 a.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic) Oana Chirila (VP Administration), Behshad Darvish (Executive Coordinator-Student Services ), Tara Learn (VP External), Nick Seddon (VP Finance), Sheldon Goldfarb (Archivist), Sibylla Verdi (Communications Coordinator), Jared Wright (Policy Advisor), Bernie Peets (General Manager)

Absent: Lisa Luscombe (Promotions Coordinator)

The meeting was called to order at 12:30 p.m.

### < **Vagina Monologues - Eran Norton:**

- < Wants the AMS Events Department to coordinate this year.
- < Show to be held March 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup>.
- < Women's Awareness Week being held on SUB Concourse from March 5<sup>th</sup> - 7<sup>th</sup>.
- < Also work with Surina (Student Events Coordinator).
- < Ideas - benefit concert.
- < Events Department to be charge of the promotion.
- < Work with Not on Our Campus Group.
- < Freddy Wood Theatre is not available.
- < - maybe the Norm.
- < V-Day (violence against women day).
- < Proceeds:
- < - V-Day campaign.
- < - selected women organizations in the area.
- < Timeline:
- < - need to start doing auditions right now.
- < - need venue confirmed.

### **2. Tutoring Capacity/Under-staffing - Jessica Young:**

- < Tutoring has reached capacity.
- < Number of students has risen due to the increase in enrollment.
- < Student feedback/tutoring.
- < 70 -80 students being helped per night (30 students getting help more frequently).
- < - not getting as much time per student.
- < Have to wait for a long time.
- < There are more students but the same number of tutors.
- < Feedback from some Residence Advisors has indicated some negative experiences.
- < Understaffing issue.
- < 4 - 10 p.m. open - meaning splitting the tutors.
- < More students now (especially in Arts).
- < TLEF concerns:
- < - this will be the fifth year we have an application.
- < - must be prepared to not get funding.
- < - not sustainable.
- < More than half of appointment tutoring is first year students.
- < Potential solutions: more grants, fundraising.
- < Approximately \$5200 for each tutor for a year.
- < Over half the students waited 20 minutes for tutoring (last years stats).
- < - the wait is unreasonable, they reported.
- < - more tutors needed (specifically math tutors).

< The problem is that UBC offers similar services but during the day. Every subject except French and Biology (first year) has help for students.

< We need to explore the options on how to keep Tutoring afloat.

**3. Executive Discussion - Tutoring:**

< Possibly include learning and safety in the current safety proposal or explore other avenues.

< To be continued.

**4. September Operating Statements - Bernie Peets:**

< Bernoulli's update.

- would have made a profit for period of September only if no amortization.

< New manager will start at the AMS Whistler Lodge at the end of October.

< Outpost has been having problems with theft.

- cameras have been installed.

- question about Outpost selling the pubcrawl tickets. There needs to be a discussion next year, especially with current alcohol climate.

There being no further business, the meeting was adjourned at 2:00 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Christopher Lythgo (VP Academic) Oana Chirila (VP Administration), Behshad Darvish (Executive Coordinator-Student Services ), Tara Learn (VP External), Nick Seddon (VP Finance - arrived 12:30 p.m.), Lisa Luscombe (Promotions Coordinator), Sheldon Goldfarb (Archivist), Sibylla Verdi (Communications Coordinator), Jared Wright (Policy Advisor), Bernie Peets (General Manager)

Guests: Sue Brown (AMS Safety Coordinator), Liz King (AMS Safewalk Coordinator)

The meeting was called to order at 11:00 a.m.

- < **AMS Safewalk Funding Proposal - Sharing the Responsibility of a Safer Campus:**
- < Proposal was discussed with guests, Liz King and Sue Brown.
- < The proposal will be presented to Council on Wednesday, October 23, 2002.
- < The proposal outlines sustainability and enhancement of Safewalk quality and safety based on the population increase to campus.
- < The proposal asked for \$50,000 from the VP Students Office - \$19,000 for maintaining the service and \$31,000 for expanding the service.
- < What happens to Safewalk after 3 years if funding is not repeated. AMS will be left with a Safewalk budget it can't maintain.
- < The Budget Committee should use its judgement with respect to allocating funds to areas of Safewalk budget/safety budget.
- < Executive decided to focus allocation on sustaining and to highlight key enhancements:
  - an extra Safewalk team per night to help meet the increased demand for the service.
  - radio trunking system.
  - second despatch area.
- < Decision regarding budget:
  - \$31,000 for enhancement
  - \$19,000 towards sustaining current non-sustained funding.

### 2. Fundraising Initiative:

- < Further to meeting with Coreen Douglas - she will do a 'needs assessment'.
- < Will roughly tell us whether she can or cannot help the AMS with respect to fundraising.

### 3. Council Agenda:

- < Safewalk proposal to be emailed out.
- < Number of presentations - 2.

### 4. Alcohol Policy Meeting:

- < Manager of Koerner's was present as well as Nancy Toogood and Bill Anderson..
- < The university has asked for presentations from all areas to speak about alcohol and alcohol policy for the next meeting.
- < Oana will update Council at the next meeting.

Nick arrived at 12:30 p.m.

- < Oana will speak with Cameron Reeves (EUS President) regarding the cancellation of OktoberFEUST.

### 5. Accumulated and Deferred Maintenance:

- < Land and Building Services is looking for student support with respect to



accumulated and deferred maintenance.

- < CASA has been lobbying on this topic for the past 2 - 3 years.
- < This is an issue as students don't want buildings to crumble.
- < Land and Building Services say there is a 300 million dollar accumulated deferred maintenance.
- < Invite Land and Building Services to the next Council meeting.

There being no further business, the meeting was adjourned at 12:45 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Christopher Lythgo (VP Academic), Nick Seddon (VP Finance), Oana Chirila (VP Administration), Behshad Darvish (Executive Coordinator, Student Services), Bernie Peets (General Manager), Sheldon Goldfarb (Archivist/Researcher), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Jared Wright (Policy Advisor)

The meeting was called to order at 12:30 p.m.

< **Safewalk Proposal:**

- < Issues of expanding campus - dealing with campus south side.  
< Note: Isn't the campus south side expansion primarily residential.  
< What is our responsibility to non-students? Given that the program is now entirely funded by students - do we have an obligation to be responsible to other members of campus?

**2. Funding Initiatives:**

- < Needs assessment report will cost \$1500 - \$2000  
< Assess key areas of needs - interview key players in the organization - will be able to determine where money is needed, whether we need a full-time fundraiser or to fundraise at all.

**3. Accumulated Deferred Maintenance:**

- < \$300 million in deferred maintenance according to Land and Building Services.  
< Presentation to Council from LBS.

**4. U-Pass:**

- < Bernie and Tara met with Dennis Pavlich at 4:30 p.m. yesterday to discuss U-Pass.  
< UBC will make a 20 deal for 2003/04/05 with a new deal being made in 2006.  
< In 2006 we will have to re-adjust the price to reflect any increase in the cost of a single zone bus pass.  
< We can pull out at any time providing we give one year's notice.  
< - in order to pull out of the program we will need to go to referendum.  
< We will have a residence subsidy fund for two years at \$300,000 - of which UBC Housing residence subsidy will only be \$250,000 and needs-based subsidy (through the AMS appeals committee) will only be \$50,000  
< If we do not take this to referendum, the university will not force it through.  
< The university will pay for the referendum.  
< - they would like to see a November referendum - not likely.  
< We are to be given a years notice on any price increase.  
< Translink is claiming that the program is revenue neutral.  
< - we still need to look into service increases.  
<

How much money will we need to allocate to an assistance fund for poorly serviced areas and car poolers?

**5. Ombuds Office Discussion:**

- < Is looking at processes in the office for improving the service.
- wants to improve the process of submitting grievances.
- has created a form with regards to submitting a grievance - wants feedback.
- feedback - general consensus is that there needs to be some drop-in hours for personal contact and to assess the situation for further work.

**6. AMS Safewalk Funding Proposal:**

- < \$19,000 for sustaining the service.
- < \$31,000 for improvements - extra teams, radio trunking system, satellite south campus station.

**7. Community Alliance Proposal:**

- < Discussion postponed until the next meeting.

**8. Municipal Elections:**

- < A group called Funcouver wants to send out an email regarding the upcoming elections.
- to help promote the upcoming elections.

**9. Reports:**

**Sheldon Goldfarb - Archivist/Researcher**

- < Talking to Nina Robinson re: Horsebarn.
- < Has meeting set up with library re: AMS stickers.
- < Written letters re: missed three Council meetings.

**10. Tuition Consultation - Brian Sullivan/Michelle Aucoin:**

- < Update on consultation process.
- < Principles and impact.
  - non-instructional fees.
  - feedback being taken seriously.
- < Graduate fees are being looked at.
- < Commerce broad-based fees are also being discussed.
- < Have a copy of 'DRAFT' regarding tuition consultation principles - changes to tuition fee 2003/04.
  - we are the first group to see the draft outside of the VP.
  - shifting away from national average - re focusing on cost of delivering quality education.
  - costs to university go up every year with regards to resources, staffing etc.
- < Tara - with regards to issue #3 - would like to see it as a university policy.
- < Michelle - would not be a part of Policy 71 but will be discussed to create an 'access' policy.
- < Sheldon - #4 does it still refer to national average?
- < Brian - No, it refers to a selective comparison to 'peer institution' with whom we directly compete for students and educators.

- < Kristen - are we looking at differential tuition?
- < Brian - there is some movement towards differentiating fees by program.
- < Kristen - as you know, the AMS opposes differential tuition.
- < Brian acknowledged this.
- < Instructional Benchmark:
- will be leaving a list of benchmarks for our perusal.
    - some of it has been driven by data the university can retrieve.
    - some benchmarks they would like to use but cannot retrieve the data.
- < Brian - 15% increase in bursary applications over the previous year.
- increased awareness.
  - currently being adjudicated - no bottom line on money awarded at this point.
  - wan to be done by November - to put the information into the report on tuition in January.

There being no further business, the meeting was adjourned at 2:30 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Christopher Lythgo, Nick Seddon, Oana Chirila, Behshad Darvish, Bernie Peets, Sheldon Goldfarb, Sibylla Verdi

Absent: Kristen Harvey (Chair), Tara Learn (VP External)

< **Coreen Douglas Fund-raising:**

- < She will do a needs assessment.
- < No commitment beyond the 2-1/2 weeks of the needs assessment.
- < Can liaise with Fincom's Fundraising Commissioner.

**2. Mandatory Student Society Fees:**

- < Article in *Vancouver Sun* says BC Minister of Advanced Education is considering abolishing compulsory student society fees, especially fees going to the CFS.
- < Need to get further information/clarification from Minister and reporter.

**3. Rentsline:**

- < Possibility of putting AMS Rentsline on the UBC on-line portal.
- < Have to make sure it's clearly identified as the Rentsline run by the AMS, as opposed to the other Rentsline.

**4. Library Stickers:**

- < Nick suggested a meeting to look into the issue of who gets the AMS sticker on the library card.
- < Sheldon said that, based on information obtained in a meeting with library officials, it seems even students who don't pay the AMS fee can get the AMS sticker; he said he would be sending out a written report with more details.

**5. Executive Procedures Manual:**

- < In progress.

**6. AMS Surveys:**

- < There was a discussion about the accuracy of the polls on the AMS website.
- < They are just for fun.
- < They are mostly to get people involved.
- < Discussion on having more accurate polls conducted about such issues as financial aid and safety; we need data on what students think, especially on safety.
- < Surveys are provided for in the Strategic Plan.
- < There was a suggestion on doing a poll in partnership with the VP Students Office.
- < Can we use the resources of student.care networks: their agreement with us says they would help us do surveys.

Kristen Harvey  
Chair  
Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Christopher Lythgo (VP Academic), Oana Chirila (VP Administration), Behshad Darvish (Executive Coordinator, Student Services), Bernie Peets (General Manager), Sheldon Goldfarb (Archivist/Researcher), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Jared Wright (Policy Advisor)

Absent: Nick Seddon (VP Finance)

The meeting was called to order at 11:00 a.m.

< **Council Agenda:**

< Accumulated Deferred Maintenance (Presentation).  
< Smart Card.  
< AMS/GSS Health & Dental Plan.  
< Bank of Montreal.  
< Student Leadership Conference.  
< 5 presentations scheduled - deferring Student Leadership Conference to Christopher's Remarks.

**2. Bank of Montreal:**

< Nick sent out an email regarding looking for funding for renovations to the space.  
< Presentation to Council is asking for about \$500,000  
< Looking for IPF, Grad Class Council and corporate sponsors for inter-faculty publishing office.  
< Looking at a funding partnership with the Development Office.  
< Bernie and Oana will compose a letter to be sent to the Development Office.

**3. Alcohol Policy:**

< Oana is waiting for confirmation of the next meeting.  
< Held a meeting about risk assessment on Friday, November 1 with Stephen Price, Kate Woznow, Graham Hicks and Bill Anderson.  
< Will ask Myles Constable (The Point) to interview Michelle Aucoin.

**4. U-Pass:**

< Tara distributed the latest update from Pat Jacobsen.  
< U-Pass price to be \$23/student.  
< AMS has concerns over how Translink will increase U-Pass fees.  
< Tara has U-Pass meetings tonight.

**5. SASC Report:**

< Moved the meeting to tomorrow, November 5 to allow everyone to prep and read the report.

**6. UCom Reform:**

< Christopher would like UCom to 'transform' into a consultation group within the university.

- < A chance to bring groups together that UCom/AMS doesn't normally have a close relationship with.
- < Another idea is to have a committee under the AMS President that brings all these groups together; similar to the President's Roundtable.
  
- 7. AMS Whistler Lodge:**
  - < The Ski and Board Club normally have priority use of the lodge for Halloween and New Year's.
  - < This year, the club does not want the use of the lodge for New Year's.
  - < Fiona to release 25 tickets internally to the AMS.
  
- 8. Rentsline:**
  - < UBC wants to make a portal on the my.ubc.ca website; u-post region on my.ubc.ca page, students can customize their web pages and add Rentsline to the channels section; thereby if the Rentsline channel is selected, all Rentsline listings would be listed.
  - < The AMS Rentsline identity would not be maintained.
  - < Behshad, Sibylla and Lisa to be present at the next meeting on this topic.
  
- 9. Municipal Elections:**
  - < The AMS has several poster campaigns.
  - < Youth candidates debate in the Gallery on Wednesday, November 13 at 6:00 p.m.
  - < Mayoral debate on Wednesday, November 13 at noon.
  
- 10. Search Committees:**
  - < Tom Fletcher is asking for volunteers for a Search Committee for the Campus Security Director.
  - < Janet Teasdale is looking for AMS reps to sit on a Search Committee for the position of Alumni Affairs.
    - Krissy Price will be the AMS rep.
  
- 11. Orientations Committee:**
  - < Behshad Darvish will act as co-chair with Parker Johnson.
  
- 12. Remembrance Day Ceremonies:**
  - < The AMS President usually does a reading at the Remembrance Day Ceremonies - as Kristen is away, Tara will take her place.
  
- 13. Mandatory Fees:**
  - < In response to Shirley Bond's statement in the newspaper last week, the AMS is seeking a meeting with Shirley Bond.
  
- 14. Reports:**
  - Sheldon Goldfarb - Archivist/Researcher**
    - < Elections Administrator has been appointed until the start of May 2003. Terms usually go from May to May.
    - < Code and Policies Update:
      - slates and possible changes.



- < Working on definition of AMS member.
- < Working on Safewalk questionnaire.
- < The UBC Archivist wants to digitize the Ubysey etc and is asking for funding.

**Christopher Lythgo - VP Academic**

- < Safewalk Proposal - timeline.
- < Need to appoint members to the Budget Committee.
- < International Student Council aims to be an AMS club early in the new year.
- < Hong has priced out a new computer for Senate/BoG; Budget Committee is aware of this.

**Tara Learn - VP External Affairs**

- < Met with Canadian Student Loans representatives whilst in Ottawa.
- < U-Pass ads are going out and forums are being arranged.
- < Great Trekker recipient has been nominated.

**Lisa Luscombe - Promotions Coordinator**

- < Working on website - on-line Art Gallery.
- < Made on-line form so that clubs and constituencies can add their events.

**Nick Seddon - VP Finance**

- < Was in the office all weekend.
- < Business Operations Committee meets tomorrow.
- < Hoping to speak with CEO of Student Awards Committee.
- < Timothy Chan did a report on fundraising which has been forwarded to the Exec.
- < Finance Commission quarterly meetings this week.
- < Health & Dental Plan - reviewed all 194 bursary applications; deadline has been extended to November 15.
- < BioSoc Treasurer thinks the BioSoc President has been embezzling funds. To keep this anonymous Nick will audit BioSoc and 2 -3 other clubs.

**Jared Wright - Policy Advisor**

- < Attended CASA conference in Ottawa.
- < Focusing on safety proposal and Shirley Bond issue this week.

**Krissy Price - Assistant to the President**

- < Blood Drive - November 6.
- < Alumni Achievement Dinner on November 14.
- < Student Leadership Conference January 10 - 11, 2003.

**Oana Chirila - VP Administration**

- < Parent Association would like to become a Resource Group/Service.
- < No update from Colour Connected.
- < Bank of Montreal presentation to Council this week.
- < IFPO moving along well; Price tag is about \$30,000; doing bid package.
- < Subsidiary Handbook is finished.
- < Met with Kavie Toor (Athletics) and Parker Johnson (Imagine) re SUB bookings.

- < SAC having a policy meeting on November 18.
- < SAC quarterly reviews this week.

**Sibylla Verdi - Communications Coordinator**

- < Did the minutes from the last Council meeting.
- < Billing message for Clear Channel went out.
- < Edited safety pages.
- < Helped Ombuds do a brochure.
- < Did promotions for Municipal Elections.
- < Visual publications were written and sent out; The Ubyyssey, Interactive and the Point.

**Bernie Peets - General Manager**

- < The GAP trial has not finished - closing arguments are not complete.
- < Dealing with UBC Legal Counsel regarding AMS use of the UBC name.
- < Spoke to Bike Kitchen; debt has been paid off.

**Behshad Darvish - Executive Coordinator of Student Services**

- < The Safewalk National Conference was held here last week.
- < Met with a rep from IT Services regarding the Rentsline portal.
- < Worked with Christine Lenis (Firstweek) on her presentation to Council.
- < Julianna Anisko (Joblink Assistant Coordinator) is resigning due to time constraints.
- < Round-up happening again in November.

**Kristen Harvey - President**

- < CASA Conference last week.
- < Met with Senior Advisor to Jean Chretien in Ottawa.
- < CPG now has three meeting time options.
- < The Student Financial Assistance Committee is meeting soon in Victoria.
- < IPF deadline is November 29, 2002.

**15. SASC Report:**

- < Discussion of first report from Lisa.

**16. AMS Membership:**

- < Nick has provided a matrix of the various student groups.
  - we need to identify the various student groups and determine their membership status.
  - Oana - can we include Regent College?
  - Sheldon - members of the society are those taking courses that are credit courses offered by the University of British Columbia or its affiliated schools.
- < What about Smart Cards? Will they get a card if they are a registered student or an AMS membership?
- < Should we be giving all groups AMS membership and continue to waive fees?

- < As long as they have a library card they will be considered an AMS membership.
- < Henry - what about the Diploma in Accounting students who want to join the health plan?
  - we can make them members and have them hold a referendum to determine whether they want to be full members and pay the AMS fees.
  - they do not have money to hold a referendum.
  - they could approach the Dean of Commerce with regards to having a referendum.
- < Everyone, except for continuing studies is considered an AMS member.
  - we will be looking into Diploma in Accounting students becoming full members.
- < There are not really grounds for exempting the Education students and Social Work students.
- < Co-op students pay pro-rated fees for the terms they are off campus.

There being no further business, the meeting was adjourned at 2:00 p.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Christopher Lythgo (VP Academic), Oana Chirila (VP Administration), Nick Seddon (VP Finance), Behshad Darvish (Executive Coordinator, Student Services), Bernie Peets (General Manager), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator)

Absent: Sheldon Goldfarb (Archivist/Researcher), Jared Wright (Policy Advisor), Krissy Price (Assistant to the President)

The meeting was called to order at 12:00 p.m.

### < **IPF Negotiations:**

- < The university has returned with another offer.
- < - Bernie is still concerned about the validity of the numbers they have presented.
- < - we may be able to ask for an agreement of a different dollar amount based on their rules.
- < There is the question of whether we should push this.
- < General consensus is that the argument is valid and we should pursue the issue.

### **2. Cold Beverage Agreement:**

- < Bernie has numbers available.

### **3. Fundraising - Coreen Douglas:**

- < Coreen has received copies of our publications and budget to get an idea of the organization.
- < Would like to meet with Kristen regarding developing a vision of what we want and what her selling points would be (services, building Safewalk).
- < She will talk to Citizen's Bank (VanCity's online component).
- < When she gets down to the actual fundraising she will need specifics.

### **4. BoG and Senate Computer:**

- < Tara has suggested that BoG/Senate get the current Firstweek computer and the Elections Committee get a new computer.

### **5. Student Leadership Conference:**

- < Ongoing.
- < About 125 sign-ups so far.
- < Need to discuss logistics and financial stuff.

### **6. Pride UBC:**

- < Wants the AMS to be a sponsor of a fundraiser they are having for the Little Sister's Bookstore.
- < They would like to borrow the LCD projector.

### **7. Reports:**

### **Tara Learn - VP External**

- < U-Pass made the CTV news.
- < - first forum was somewhat successful.
- < - Tara and Oana have been doing presentations to faculties regarding U-Pass.
- < Tomorrow is the All Candidates Forum for the Municipal Elections.
- < This Wednesday is the display regarding the Municipal Elections.
- < The Great Trekker Award Ceremony is next Tuesday.
- < The Remembrance Day Ceremony was good.
- < Women's Week (part of Not On Our Campus).
- < - want to do a big concert for White Ribbon Campaign in the Chan Centre.
- < - Vagina Monologues.

### **Sibylla Verdi - Communications Coordinator**

- < 'Lythgo lovin' article for Rez Life publication.
- < Postering for Tara.
- < Communications Planning Group meeting this week.

### **Christopher Lythgo - VP Academic**

- < Policy 71 meeting tomorrow.
- < Safety Policy tonight.
- < Can't make the Code and Policies Committee meeting.

### **Nick Seddon - VP Finance**

- < Business Operations Committee meeting today.
- < Finance Commission quarterly reviews.
- < Health and Dental Plan Committee meeting tonight.
- < - still to finalize the criteria for the bursary.
- < - still talking to studentawards.com

### **Bernie Peets - General Manager**

- < Studentcare renovations.
- < - no finalized plans at this point.
- < -air circulation issues.

### **Behshad Darvish - Executive Coordinator, Student Services**

- < Attended the first meeting of the Orientations Coordinating Committee.
- < - will be meeting every two weeks.
- < Meeting regarding Rentsline.
- < Planning a holiday party for the services.
- < Another 'Round Up' starts next week at the Bookstore.

### **Kristen Harvey - President**

- < Communications Planning Group meeting this week.
- < Health and Dental Plan meeting tonight.
- < B-Squared will discuss IPF negotiations.
- < Need to review strategic plan.
- < - need to discuss action with regards to tuition.
- < Would like to do a SUBtitles and Interactive Campaign in January.

**Oana Chirila - VP Administration**

- < PSSA Forum on Thursday regarding tuition. Each group will have ten minutes to discuss their side.
- < Have been talking to Intramurals regarding a joint calendar of events.
- < OCP has a plan to build an eighteen-storey tower over the current outdoor swimming pool.
- < The SAC quarterly reviews are done.
- < Working on a response to the Alcohol Policy.
- < Had a meeting re: Inter-Faculty Publishing Office.
  - decided to go after Apple/Mac re: funding.

There being no further business, the meeting was adjourned at 1:54 p.m.

Kristen Harvey  
Chair, Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Oana Chirila (VP Administration), Tara Learn (VP External), Nick Seddon (VP Finance), Behshad Darvish (Executive Coordinator, Student Services), Sheldon Goldfarb (Archivist/Researcher), Jared Wright (Policy Advisor), Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Bernie Peets (General Manager)

Absent: Christopher Lythgo (VP Academic)

The meeting was called to order at 12:35 p.m.

### 1. Tuition Consultation:

- < Decision will be made at the Jan 2003 Board meeting. The University is behind in their tuition consultation schedule - we will be writing a letter to address this issue in order to postpone decision to March BOG.
- < We received an itemized schedule from the University - they did not follow their own proposal .
- < The university is thinking about implementing differential tuition for engineering.
- < The out of province rate using Quebec as an example, that's inappropriate.
- < Figures were wrong last year too for the National average. If they use the Quebec model in BC the average is higher than using the G10.
- < We need clarification on the debt retirement.
- < We also need to know about the external sponsors for the wireless project. How much money did they contribute?

### 2. Council Agenda:

- < TA Union remuneration:
- < Empire Pool:
  - Plans include moving the pool.
  - They want to build a tower in the area where the pool is. It would take \$5m just improve the existing pool and \$9m to change it's location.
- < Code and Policy Changes:
  - There is enough money in the budget - \$8,000 for poll clerks.
  - We debated this issue at Code and Policies and thought we should have poll clerks as insurance. Chris Eaton is the one pushing to have a complete electronic election with no polling clerks.
  - Waterloo concluded that the 5% increase in voter turnout from 7% to 12% was due to having poll clerks during the election.
  - Chris said at the Code and Policies meeting that he does not want to have to deal with the issues of hiring the poll clerks. It's important to have a visible ballot box that reminds people that there is an election going on.
  - The reason why we introduced online voting was to reduce the 250 clerk polling hours. Also, the candidates will be making announcements in the classrooms and will be advertising the on-line election via posters all

around campus.

- Maybe this year we can keep the regular polling hours and next year they can change that.
- Think it will be controversial. Even if we used all the access terminals all over campus, it will not have the same reach as having all the polling stations.
- Maybe the 250 hours of work budgeted should be used to promote the event and not just to supervise the polling booths.
- We cannot take away what works, we should be adding to provide more.

### 3. **U-Pass Referendum:**

- < Tara - At Council I will be discussing the proposed time-line to pass in principle and a strategic plan for the referendum. I will bring forward SFU results.
- < Also smart card update.

### 4. **Firstweek:**

- < Firstweek was under budget this year. Behshad will bring this information forward to Council.

Brian Sullivan joined the meeting.

### 5. **Tuition Consultation:**

- < Brian - you all know about the January timing and that we are two weeks behind our consultation schedule.
- < We still don't have all the information. We adjusted a few things in the proposal to incorporate the feedback we got.
  - resources are currently committed, we are working on the access policy and principles to sustain & improve. There are five main principles. Also, we are going with the G-10 group as comparisons. We have been part of this group for over a dozen years.
- < Budget Context:
  - We have heard nothing about the indirect costs of research. We believe it will be ongoing - \$200, \$300, or \$400 million.
- < 1/3 went to sustain.
- < \$4.3m one time budgeted. The government has not come up with it yet and we have over-allocated by this amount.
- < We have a structural deficit going on.
- < Enrollment is also a problem - mixed reviews on access, diluted effect of tuition monies.
  - < We are in our 3<sup>rd</sup> year of looking for funding to cover increased enrollment.
  - < Investment income - we did not get what we had anticipated in the budget and will be in deficit.
  - < We are in salary negotiations, GTA union, debt retirement financial support, new buildings, and networking costs (wireless project).
    - < Law & Dentistry we are still in consultation with them.
    - < Professional Graduates. The MBA program tuition will not be up at all. They want it to be up to \$36,000. No significant increase – There are 23 of these programs, many .are already at maximum fee levels so will not change.
  - < We used Quebec as the comparison group because we are the alternative for students that would be going to the University there.



- < Base increase of 30%. Given the expenses and revenue problems, we need an increase of 30% to make any improvements. 15% will be set aside for Student Financial Assistance.
- < Given the experience of this year, this will be enough to fulfill the access policy.
- < 15% increase in applicants, it's expected they will use the full amount in the adjudication.
- < The application deadline will be September 1<sup>st</sup> for next year so that people can apply right away.
- < I will have the Post Baccalaureate information for Council tomorrow.
- < Blamed ranking in Macleans - UBC #5' on legacy of 6-7 years of tuition freeze.
- < At University of Toronto, 31% of operating budget comes from tuition.
- < Brian Sullivan - we are offering to go back anytime to Council for further consultation.
- < Nick - why are you 2 weeks late in consultations?
- < Brian Sullivan - we had nothing to say as we had nothing prepared. I don't have control over all this. Simply, we could not make our own deadline.
- < Oana - Quebec universities. Why are you using their comparative rates for peer institutions. Is this an appropriate comparison?
- < Kristen - debt retirement -how is this playing into the increase?
- < Brian Sullivan - Debt retirement is a large chunk of the largest costs we have, including indirect costs of research, staff related settlements, etc.
- < Kristen - but it's included for 6 or 7 years in the plan. There is a difference between recurring and one time costs. Will we see the difference in the proposal?
- < Brian Sullivan - 3 items are one time UPR -400,000 / 150,000 Buchanan 50,000
- < There are 2 levels of one time needs - some of the money allotted was spent and the "work" was done and for some of the one time needs the money was spent on something else.
- < The Government has structured funding around leadership chairs. Much has been spent on research. However, Martha insisted on the money going to indirect costs because that is how we sold it to the government.
- < Sullivan will not be ready to bring any more information to Council. Therefore they will not be emailing any more info before then.

**6. SmartCard:**

- < Tara - I will be meeting with constituencies and SmartCard representatives.

**7. Elections:**

- < Sheldon - maybe we could increase budget for elections - make an amendment.

There being no further business, the meeting was adjourned at 2:00 p.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Tara Learn (VP External), Christopher Lythgo (VP Academic), Oana Chirila (VP Administration), Sheldon Goldfarb (Archivist/Researcher), Jared Wright (Policy Advisor), Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator)

Absent: Nick Seddon (VP Finance), Behshad Darvish (Executive Coordinator, Student Services), Bernie Peets (General Manager)

The meeting was called to order at 11:00 a.m.

### < **Tuition - AMS Response:**

- < UBC tabled a proposal at Council (November 20); this was two weeks behind their schedule.
- < Proposal lacked consultation and concrete plans for increased tuition.
- < AMS to look into details of increase; deferred maintenance, faculty package etc.

### Discussion:

- < Tuition forums will not be moderated by the AMS.
- < Send email notices through the AMS Interactive.
- < UBC organized forums on November 26 and 27.
- < Update AMS tuition website.
- < AMS focus on what UBC is doing.
- < Create a discussion board on the website.
- < Create our own information-based posters.
- < 'What are the tangible improvements?'

### Email content and AMS plans:

- < Computerized labs.
- < Student opinions.
- < Have students seen improvements?
  - smaller classes.
  - more one on one professor times.
  - TA student ratio.
- < Poster campaign.
- < Tuition Demonstration:
  - delegated to External Commission to be in association with the Social Justice Centre.
- < Executive Breakfast/BBQ in January.
- < Lay groundwork with media so that they are ready when we have concrete information.
- < Relevance of comparing UBC with other universities?
- < Rave Card Campaign:
  - Kristen to meet with Oana, Jared and Sibylla to coordinate this.
  - Distribution delegated to the University Commission.

## 2. U-Pass:

### a) Medical Undergraduate Society:

< The Medical Undergraduate Society want to add in 3<sup>rd</sup> and 4<sup>th</sup> year students.

< MUS want to add this question to their upcoming referendum.

< AMS to tell MUS that they can add this question to the referendum.

### b) Regent College:

< Their U-Pass tickets = \$23.

< Some of these students live in Regent residence - do they also get a \$5 residence subsidy as they can't live in UBC residence?

< UBC may subsidize Regent students by \$3.

< Should there be a separate referendum for Regent students?

Nick Seddon arrived at 12:05 p.m.

< Increase every student fee to \$25 (for example) to subsidize Regent students.

< Tara to look into this further.

< Bursary question on AMS referendum - \$1 per term to subsidize Regent students.

## 3. Reports:

### Sheldon Goldfarb - Archivist

< Working on updating the AMS Code of Procedure.

< Worked on the Great Trekker.

### Jared Wright - Policy Advisor

< Working on tuition.

< Made confidentiality form for the AMS Services.

< Worked with Advocacy Officer re: PAC.

### Christopher Lythgo - VP Academic

< New Vice-Chair for the External Commission.

< Doing hiring for JobLink Assistant Coordinator.

### Nick Seddon - VP Finance

< Reviewing 'free phones' from Rogers - expenses making free phones not so free.

< The Music Undergraduate Society has been paying the AUS for the past 20 years.

- Chris Eaton wants a referendum so that MUS can change and collect their own fee.

< Wrapping up points outlined in Exec Report - 2 months to go.

### Kristen Harvey - President

< Asked Execs to read 'STEPS Forward' proposal - allows intellectually disabled students to come to UBC and experience UBC life and classes.

< CPG will be meeting on Wednesday - pass concerns or topics to Kristen.

< Going on a recruitment trip to Kelowna on December 3<sup>rd</sup> with Dr. Piper.

- Dr. Piper has invited Kristen to attend and speak at the first graduation of the Masters of Social Work distance education degree ceremony in Kelowna. Also invited to speak at a meeting of regional high school counsellors.

**Oana Chirila - VP Administration**

- < Working on budget.
- < Dinners this week - SAC, Reno.
- < Bank of Montreal presentation next week for Brian Sullivan.

**Tara Learn - VP External**

- < Great Trekker went well.
- Alumni Association are interested in getting more involved.
- < Meeting with Graham Senft re: U-Pass publicity.
- < External Commission Vice-Chair has been hired.
- < AMS sweatshirts came in today.

**Lisa Luscombe - Promotions Coordinator**

- < Was away last week attending a life-saving course.

**Sibylla Verdi - Communications Coordinator**

- < Tuition - publications/information.
- < Worked on form letter for CPG.
- < Working on regular publications.

Liz King arrived at 12:35 p.m.

**4. AMS Safewalk, TREK and the Chan Centre:**

- < Chan Centre interested in a bus loop to the Chan Centre.
- < Safewalk would have to re-arrange Safewalk van hours. This could work out better for Safewalk.
- < Chan Centre would reimburse Safewalk and TREK for costs.
- < Liz doesn't think this new project will disrupt Safewalk's operation.
- < The safety proposal meeting should come before the meeting regarding the new shuttle options.

There being no further business, the meeting was adjourned at 12:50 p.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr

## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Oana Chirila (VP Administration), Tara Learn (VP External), Christopher Lythgo (VP Academic), Behshad Darvish (Executive Coordinator, Student Services), Sheldon Goldfarb (Archivist/Researcher), Jared Wright (Policy Advisor), Krissy Price (Assistant to the President), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Bernie Peets (General Manager)

Absent: Nick Seddon (VP Finance)

The meeting was called to order at 2:35 p.m.

### < **Tuition:**

- < Kristen attended the Board of Governors meeting this morning.
- < BoG plans to keep the January timeline for the tuition presentation.
- < - if BoG finds there was a lack of consultation, the Chair may call a February phone meeting to discuss tuition.
- < Brian Sullivan to meet with the AMS and the GSS to discuss UBC expenditures and revenues during the exam period.
- < Discussion on ways to let students feel involved and have their say on this subject.
- < Forums in January are important - AMS to strongly encourage students to come out and be heard.
- < Other plans: postcard campaign, pancake breakfast, demonstration.
- < Tara (Chair of Xcom) to invite SJC to talk about a possible protest regarding tuition.
- < Poster campaign - aim it at consultation and discrepancies .
- < Friday, January 10 - tuition forum at 12:30 pm in SUB. Organize a pancake breakfast/brunch to get people out to the forum.
- < Tuition booths in January.
- < - booths to share space with U-Pass.
- < Use the media to help create student and community awareness about the AMS poster campaign and/or protest.

### 2. **AMS Policies:**

Three policies expire in early 2003:

- a) Call on the provincial government to spend more money on post-secondary education.
- b) Express support for the OCP.
- c) AMS Tuition Policy 'opposing significant increases in tuition'.

- < The External Commission will look into the first one and hold off on the second one until after our tuition campaign.

### 3. **Zoom Media:**

- < Deadline for postcard proofs is December 16<sup>th</sup>.

- < Elections promotional campaign.
- < Tuition awareness campaign.

#### **4. Inter-Faculty Cup:**

- < Reka Sztopa (SUS President) and Steve Price (AUS President) asked to revive the inter-faculty competition.
- < Christopher will speak to the faculties about details of the competition.

#### **3. Reports:**

##### **Behshad Darvish - Executive Coordinator, Student Services**

- < Round up program ran during the last two weeks - waiting for an update on the amount of money raised.
- < Organizing a holiday party for the AMS Services.
- < Meeting for Safewalk proposal.

##### **Sibylla Verdi - Communications Coordinator**

- < Worked on Clear Channel Billing report.
- < Working on proofing the UBC Calendar for 2003/04.
- < New Services poll on the website.
- < Working on elections stuff.
- < Working on Student Leadership Conference.

##### **Christopher Lythgo - VP Academic**

- < Hiring Elections Committee members.
- < Policy 71 confirmation meeting next week.
- < Been busy promoting the Student Leadership Conference.

##### **Lisa Luscombe - Promotions Coordinator**

- < Passed the First Aid Course.
- < Changes to SAC pages.
- < Finished AMS Interactive.
- < New Interactive event page on the website.
- < Adding exams to the exam database.
- < Worked on an IPF proposal.

##### **Bernie Peets - General Manager**

- < Hong is preparing an IPF proposal.
- < Month end was Saturday.
- < Food and Beverage did well last month.

##### **Tara Learn - VP External**

- < Women's Week is now being called 'Celebration of Women Week' to be held February 26 - 28, 2003.
- < U-Pass - had a marketing meeting.
- < Previous Vice-Chair of Xcom has lodged a complaint with the OmbudsOffice.
- < Organizing 'Not On Our Campus'.

##### **Krissy Price - Assistant to the President**

- < Working on the Student Leadership Conference.

**Kristen Harvey - President**

- < Have received IPF applications.
- < Attended the Board of Governors meeting this morning.
- < AMS/GSS Health & Dental Plan Committee meeting today.
- < Going to Kelowna tomorrow.
- < Execs to sign the holiday cards.

**Sheldon Goldfarb - Archivist**

- < All Code amendments done for the last six months.
- < Cairn plaque - Plant Operations think they can place the Cairn by March.

**Jared Wright - Policy Advisor**

- < Working on tuition; BoG, media and emails.

**Oana Chirila - VP Administration**

- < Long-term AMS financial projects.
- < SAC and Renos dinners.
- < The Arts space opened last week.
- < Will be presenting Bank of Montreal space ideas on Thursday.

There being no further business, the meeting was adjourned at 4:05 p.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr

**MINUTES OF THE EXECUTIVE COMMITTEE**

Present: Kristen Harvey (Chair), Oana Chirila (VP Administration), Tara Learn (VP External), Nick Seddon (VP Finance), Christopher Lythgo (VP Academic), Behshad Darvish (Executive Coordinator, Student Services), Sheldon Goldfarb (Archivist/Researcher), Jared Wright (Policy Advisor), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Bernie Peets (General Manager)

Absent: Krissy Price (Assistant to the President)

The meeting was called to order at 11:00 a.m.

**1. Tuition:**

< Oana – we had a 2 hour long meeting with Sullivan. He wanted to see if there was room in the new space to put the Equity Ambassadors – Brock is apparently crowded.

**2. WAVAW:**

< Kristen met with Geraldine. We need to have a strategy in place for SASC pilot project.

< We would need to go to Council with a proposal in January.

**3. Tuition Consultation:**

< Kristen – we are meeting about budget and expenditures with the university at 1:00 p.m. Next meeting you should all have received my email outlining the information we are seeking from them. I am not sure what Sullivan will be discussing today, but he is bringing the entire tuition committee.

< We should be asking about indirect costs of research, justification of tuition increase and about the 120 page report card. Basically more clarification is needed. We should leave discrepancies about investment income because there is a paper trail on this. Ask about debt retirement, wireless.- specifically about the Bolson Fund - what is it? Also about indirect costs of research; now they are saying that they are short \$5m because of a lack of summer school revenues.

< Sullivan shot down his own argument at the last meeting about the Provincial shortfall in Indirect Costs of Research.

< Maybe we should wait for what they say.

There being no further business, the meeting was adjourned at 12:36 p.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr



## MINUTES OF THE EXECUTIVE COMMITTEE

Present: Kristen Harvey (Chair), Oana Chirila (VP Administration), Tara Learn (VP External), Nick Seddon (VP Finance), Christopher Lythgo (VP Academic), Behshad Darvish  
(Executive Coordinator, Student Services), Jared Wright (Policy Advisor), Sibylla Verdi (Communications Coordinator), Lisa Luscombe (Promotions Coordinator), Bernie Peets (General Manager)

Absent: Sheldon Goldfarb (Archivist/Researcher)

The meeting was called to order at 10:00 a.m.

### 1. Athletics Fee:

- < We send the full \$21 to Athletics - who then divides it up?
- < The fee division is arbitrary and is set by Athletics (subject to change).
- < The Athletics fee referendum was a \$15 fee to 'save' Athletics during the tuition freeze.
- < Originally \$6 was 'guaranteed' to the Intramurals Program.
- < Tara - we should go with the original referendum question.
- < Nick - if we run the referendum in February, the Athletics Department will have already submitted their budget.
- < Kristen - not a problem - the Athletics Department can go to BoG for a fee increase.
- < Jared - we can cover by making sure that students know that the \$6 fee will still be reserved for Intramurals.
- < Nick - we need to outline where the money will be going.
- < Kristen - has developed a plan for discussion:
  - the \$7 contingency fund will likely not go over well with students.
  - \$5 per year would go to covering money we do not.
  - \$2.35 would go to improvements.
  - the theory would be to take \$7.50 from the fund now and to leave the rest in the fund for a possible re-allocation in the future.
- < Jared - we need to look at our own internal spending to make sure that we are justified in asking for more money.
- < Tara - can we define the details in January?
- < Nick - would like to go through the figures and determine where we need money and how much we need:
  - SASC
  - Tutoring
  - Safety
  - U-Pass Bursary Fund
- < We have had to use up non-replenishable funds that also need to be accounted for - \$170,000 non-replenishable funds not available in the coming fiscal year. The first concern is what are we going to do next year and then what are we going to do in the next five years?
- < Oana - it's an accounting principle that you always overestimate your liabilities

and underestimate your revenues.

< Tara - we should wait until the financial research has been done before we make the detailed decision.

< Kristen - it is realistic for us to get this prepared in January when we only have five working days to submit this to Council?

< Nick - will be working on this over the holidays - please check your emails.

< Tara - convinced Sameer that we should not go to referendum with the Bylaw question this year.

< Behshad - can we run this in the next year if we cannot get the plan together?

< Kristen - Yes, but we need to deal with the SASC issue.

## **2. Tuition:**

< We are getting 48,000 cards delivered in January.

< Various groups will be responsible for specific campus regions.

< We will need everyone's help in distributing the cards.

< We have some more information from BoG and Jared will help with the BoG petition.

< Tara has made some headway with the tuition rally/protest:

- the focus will be on student consultation.

- give students a voice to discuss the issues surrounding tuition.

- trying to make this inclusive and non-partisan.

-there will be a pancake breakfast on January 10<sup>th</sup> from 8:00 am - 11:00 am

## **3. U-Pass:**

< Moving ahead.

< Marlene, Danny Ho and Catherine should have the deal ready today. However, they promised by Friday for sure.

< Tara is back on December 27 and should be able to deal with this.

< Want to do traveling booths and forums in order not to repeat the SFU experience.

< In principle we approve the contract and call a referendum for February 10 - 14, a week before Reading Break.

< Oana - has been talking to some 'unique' people in the past few days.

- one student wants us to lobby to have all courses offered as day courses and night classes.

- another student wants us to lobby to keep current rink usage hours for students rather than reducing them in light of the Olympics 2010 bid.

## **4. Reports:**

### **Tara Learn - VP External Affairs**

< Working on Smartcard, U-Pass and tuition protest.

### **Kristen Harvey - President**

< Got rave cards out.

< Attending a meeting of the President's Advisory Committee.

< VP Roundtable meeting tomorrow.

- Efficiency Report to be discussed.

< Totem Pole meeting on Thursday.

- <            Won \$500 on Ipsis Reid poll.
- <            Met with Cariboo College representative.

**Bernie Peets - General Manager**

- <            Last day party to be held tomorrow in SUB 214/216.
- <            Oana and Bernie met with Byron Braley and Michelle Aucoin re: IPF.

**Sibylla Verdi - Communications Coordinator**

- <            Working on elections.
- <            Ombudsperson job description.
- <            Working on the AMS website.

**Christopher Lythgo - VP Academic & University Affairs**

- <            Elections Committee solidified.
  - <            SASC Report - unable to meet with Lisa as she has been sick.
  - <            Safewalk funding meeting - received fairly positive feedback.
- they agreed to some immediate stuff.
  - they will not be giving \$50,000 for three years.
  - they may be able to help with sustainable funding.

There being no further business, the meeting was adjourned at 12:36 p.m.

Kristen Harvey  
Chair  
Executive Committee

KH:pr