AMS Executive Committee Meeting
Minutes of January 20, 2011

Attendance
Present: Bijan Ahmadian (President), Ben Cappellacci (VP Academic and University Affairs), Ekat Dovjenko (VP Administration), Jeremy McElroy (VP External), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager), David Hannigan (Senior HR Manager), Sheldon Goldfarb (Archivist-Researcher), Kelli Seepaul (Communications and Design Services Manager)

Regrets: Elin Tayyar (VP Finance),

Guests: Brian Sullivan (UBC VP Students) and Chad Hyson (UBC) for the first item; Nancy Toogood, Bill Anderson, and Drew Watling (AMS Food and Beverage) for the second item

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 1:35 pm.

NCAA
Brian Sullivan:
- What league should UBC athletic teams be in?
- Since the March 2009 report there’s remained a division of opinion.
- We’ve been asking whether this is the right time to revisit this.
- Aiming to get consultation going, under the stewardship of the VP Students.
- This does not mean there will be a concerted Yes campaign (to join the American NCAA, Division 2) from the VP Students office; the aim is to produce an unbiased report.
- The decision on whether to join the NCAA does not require Board or Senate approval; it is a decision that can be made by the University Executive, but it will only be done after consultation.
- There will be a report by the middle of next week.
- We know that 75% of UBC sports see a competitive improvement in going to the NCAA; a change from before is that men’s and women’s hockey will be able to go into Division 1.
- Accreditation is a big deal; UBC will have to meet requirements set by a U.S. agency; the cost and effort to do this will not be small.
The accreditation requirements will include producing learning objectives, which would be in line with our Place and Promise strategic plan. It will mean describing our academic programs, which is something we should be doing here anyway.

A question has been raised about whether this is a stealth maneuver to get us into Division 1. That will be addressed in the report.

On the question of costs, it might actually save us money to be travelling north-south instead of going to Winnipeg. Also, the NCAA pays travel costs for going to championships.

We have facilities and coaches; this will not be a strain on our budget; it will not lead to an increase in student fees.

Questions

- Ben asked about the range of sports.
- Brian Sullivan: We’re currently in 29 sports; the NCAA offers 25 of them. The CIS (the Canadian league UBC is in) offers 15. We’re already in the U.S. in the NAIA. We could find a home for all of our sports.
- Ben: Will we be competitive?
- Brian Sullivan: We think we’ll be very competitive in Division 2. We’ve already competed well against individual teams in Division 1.
- Jeremy: Do we meet requirements for facilities?
- Brian Sullivan: Yes, and for Division 2 there are no capacity requirements.
- Jeremy asked if other Canadian universities are interested.
- Brian Sullivan: Alberta and several in Quebec. Losing our crosstown rival, SFU, was hard (when they went to the NCAA). It will be good to be in a league with them. Some people question the name recognition of Division 2 schools, but some Canadian schools also do not have name recognition.
- Ben asked if there has been consultation with students in Athletics.
- Brian Sullivan: The majority in Athletics are supportive. There are sport by sport differences.
- Ben: Engaging students most involved with this might be best. AMS Council is not that connected to Athletics.
- Jeremy: This should be brought to Council.
- Brian Sullivan said he would like to go to Council.

[Brian Sullivan and Chad Hyson left.]
Liquor Control

MOVED BEN CAPPELLACCI, SECONDED BIJAN AHMADIAN:

“That we revert to usual pricing for Tuesday nights at the Gallery and the Pit.”

... Carried Unanimously

Council Gifts

- It was agreed that because we’re in a time of austerity the gifts for Council members should be the already purchased blankets and water bottles (the latter being ideal for the water bottle campaign), along with bags from Firstweek. Also cards signed by the Executives.

Councillor of the Year

- The Executive chose a recipient.

The staff left at 3:15 pm.

Next Meeting

The next meeting will be January 27, 2011, 1:30 pm.
THE ALMA MATER SOCIETY
OF THE UNIVERSITY OF BRITISH COLUMBIA VANCOUVER

AMS Student Society
6138 SUB Boulevard
Vancouver, BC V6T 1Z1
www.ams.ubc.ca

AMS Executive Committee Meeting
Minutes of February 3, 2011

Attendance
Present: Bijan Ahmadian (President), Ben Cappellacci (VP Academic and University Affairs), Jeremy McElroy (VP External and President-elect), Ross Horton (General Manager), Elin Tayyar (VP Finance), Sheldon Goldfarb (Archivist-Researcher), Kelli Seepaul (Communications and Design Services Manager), Matt Parson (VP Academic-elect), Mike Silley (interim VP Admin and VP Admin-elect), Alyson Shave (President’s Assistant)

Regrets: Pavani Gunadasa (Executive Coordinator of Student Services), David Hannigan (Senior HR Manager)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 2:03 pm.

Agenda
The agenda was approved by consensus.

Minutes
Minutes of December 17 and January 20 were approved by consensus.

Referendum
- Announcing next Wednesday.
- Designs completed.
- Printed advertising being ordered.
- Electronic stuff done.
- Website underway.
- Video production underway.
- Bylaw proposals being sent to the lawyers.
- Campaign coordinators named; meeting team leaders.
- Everything moving forward.
- Ubyssey’s $1 ask being included. Consulting our lawyers on that.
- Ben to ask Council to extend his position as chair.
- Ben to speak to Janet Teasdale about the Ombuds fee.
Petition underway; the question keeps changing; no time to bring it to Council.

AMS Fees/Fee Waivers
- Word from the DAP students is that they don’t want us to levy fees on them.
- Another issue with DAP students is that they’re not represented on Council; they’re not in the CUS.
- Distance Ed students: we should go ahead and apply fees to them. They benefit.
- Re Medical students and the U-Pass: New TransLink rule means all-in or all-out, i.e., all the 3rd and 4th year students will have to be in or out; TransLink doesn’t want individuals opting in; but the 1966 AMS referendum exempted all these students; without a new AMS referendum, we can’t impose the U-Pass on all of them.
- Action Item: Jeremy to consult the Medical students and report back by April 30.
- The UBC Ombudsperson has been receiving complaints about AMS fees and wants information.

AGM
- Noon to 2 pm on Friday the 11th.
- Room 214-216.
- Perhaps include referendum talk; referendum video.

Communications Policy
- Until the 11th, all media requests still to go through Bijan. Jeremy to institute a different procedure.

Quarterlies
- It was noted that the fourth quarterlies are due.

Personal Updates
- Sheldon:
  - Working on bylaw amendments.
  - Still waiting to hear from UBC re email addresses.

- Ben:
  - Gage South.
  - Access Copyright: working with CASA and maybe the SLFS re increase in prices from $2 to $35.
Jeremy:
- Working on bylaws for provincial lobby group; may switch to incorporating federally to be able to have more leeway on fees and voting (weighted voting).
  Planning on bringing them to Council on Feb. 23. Aiming to have a first meeting in early April.
- Planning CASA AGM.

Elin:
- Deconstituting clubs; clubs not using accounts.
- Hiring an assistant.

Kelli:
- Vendor fairs.
- SASC and Speakeasy campaigns.
- Referendum.
- Developing strategic plan to promote the businesses for Food & Beverage.

Ross:
- New SUB stuff.
- Referendum.
- Recruiting to replace Henry as Director of Finance and Administration.

Mike:
- Settling in.
- Committee Board 2 approval for new SUB (schematic design); once full Board approves, that will release another $2 million to the project. President Toope said he had exterior elevation concerns and wants the external panel to do more.

Matt:
- Going with Ben to meetings.
- Three goals:
  - Gage South
  - Teacher evaluations
  - Summer semester
• Bijan:
  o Recovering since the censure debate.
  o Transition report for Jeremy.
  o Committee on “achievement square” (where the Bookstore is now): what should go there? Suggested that there be something that students can vandalize, like the engineers’ cairn.
  o Lip Dub (March 26 line-up of people lip synching) has received $5000 from studentcare; 400 people are registered; will be using the SUB.

Next Meeting
The next meeting will be February 3, 2011, 1:30 pm.

Adjourned at 3:30 pm.
AMS Executive Committee Meeting
Minutes of February 10, 2011

Attendance
Present: Bijan Ahmadian (President), Ben Cappellacci (VP Academic and University Affairs), Jeremy McElroy (VP External and President-elect), Elin Tayyar (VP Finance), Mike Silley (interim VP Admin and VP Admin-elect), Matt Parson (VP Academic-elect), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), Kelli Seepaul (Communications and Design Services Manager), David Hannigan (Senior HR Manager), Alyson Shave (President’s Assistant)

Regrets: Katherine Tyson (VP External-elect)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 2:02 pm.

Agenda
The agenda was approved by consensus.

Minutes
Minutes of February 3 were approved by consensus.

Referendum
- Ben: Council was a gong show, but the referendum motions (U-Pass and fee referendum) managed to pass. The Referendum Committee is working to finalize the fee question.
- There were issues with the bylaw amendments, especially to do with the Executive removal proposal. The lawyers said there might be legal challenges even with a bylaw that allows Council to remove Execs only from their Exec positions while letting them stay on Council. The Referendum Committee is suggesting we simply eliminate the power of Council to remove Execs; Execs could then only be removed by a 75% resolution at a general meeting or in a referendum.
• Bijan: That’s a good approach both politically and legally.
• Ben: It makes the referendum process easier too.
• One other bylaw issue was the plan to give voting status to Regent and VST; that would mean their Council reps would become AMS directors with all the liability that implies, and we’re not sure they want that.
• Bijan suggested getting UBC to send them emails to find out what they want. Jeremy said he will be contacting their student associations.
• Ben: Executives will be expected to campaign for the referendum. It’s important to create a sense of connection between you and the students.

AGM
• Noon to 1 pm on Friday in Room 214-216.
• Simple process. The referendum video won’t be ready, but there can be some messaging there about the referendum. Also a listing of the past year’s achievements; those are also going to go in an ad in the Ubyssey.
• One thing the AGM does is rehire the auditors:
  o Question about whether we should be looking into changing the auditors.
  o The auditors have been changed in the past, but not for some years.
  o Elin: The auditors are doing a good job, so there’s no need to look into changing them. Also, this would be a bad time to do that, since Henry Chen, our long-time Treasurer-Controller, has just left.

Executive Meeting Times/Orientations
• A regular meeting time for the Executive is still to be determined.
• Executive Orientations: David Hannigan has produced a draft agenda; date still to be set.

Personal Updates
• David:
  o Looking for a Director of Finance (new title for the Treasurer-Controller position).
  o Updating permanent employee handbook.
  o HR student position.
o Change Management going forward; no surprises.

- Ben:
  o Transitioning.
  o International student commissioner resigning; they did an amazing job, especially in arranging a meeting between international students and the VP Students Office.

- Kelli: Referendum work.

- Elin: Businesses not doing as well as hoped.

- Ross:
  o New SUB stuff: moving into design development.
  o Current plans include a major expansion and consolidation with the old building; taking longer than expected.

- Sheldon:
  o Outgoing Execs can send records to the Archives, both hardcopy and electronic.
  o The BoG secretary wants to stop printing out the binder we get for each meeting; the open session documents are available online, and we can capture them; they will still send us the agenda for the closed session.
  o Still waiting to hear from UBC re email addresses. There are privacy issues here.
    - Kelli: Also privacy concerns about how they’re transmitting the addresses: by unencrypted email with no password protection.

- Mike:
  o New SUB workshops coming up.
  o Intercultural partnerships with UBC.
  o SAC looking into guidelines for clubs bringing vendor carts to campus.

- Bijan:
  o In accordance with the Bylaws, he will be applying for compensation based on his tuition, which amounts to about $3,000 more than the usual Executive salary. He will be requesting the additional $3,000.
    - Ben: Is that fair?
    - Elin: Why not deduct the $1200 wellness benefit from the $3000?
    - Bijan: The $1200 is not in cash.
Thanks to everyone for their work over the year. Despite tensions, we had lots of accomplishments.

[Bijan and Elin left.]

- **Pavani:**
  - Mental health symposium.
  - Student Services conference.
  - Discussion with UBC Ombuds and Advocacy offices about various campus issues.
  - 109 submissions for Suicide Awareness campaign.
  - Two students have approached me about starting a First Aid Service for students (as distinct from the First Aid we currently offer AMS employees). There are liability issues, but we’re working together on the idea.

- **Jeremy:**
  - Finalizing plans for the CASA AGM. Expecting 60-70 delegates from 26 or 27 schools. President Toope will speak, and we’re trying to get some local politicians too. Also planning social activities.

- **Matt:**
  - Looking for replacement for International Students Commissioner.
  - Gage South.

**Next Meeting**
The next meeting has yet to be scheduled.

**Adjournment**
The meeting adjourned at 3:22 pm.
AMS Executive Committee Meeting
Minutes of February 24, 2011

Attendance
Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs), Katherine Tyson (VP External), Elin Tayyar (VP Finance), Mike Silley (VP Admin, left 3:30 pm), Pavani Gunadasa (Executive Coordinator of Student Services, arrived 3:10 pm), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), Kelli Seepaul (Communications and Design Services Manager, left 3:30 pm), David Hannigan (Senior HR Manager, arrived 3:10 pm), Alyson Shave (President’s Assistant)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 2:25 pm.

Agenda
The agenda was approved by consensus.

Minutes
Minutes of February 10 were approved by consensus.

Referendum
- Bylaw proposals approved at Council.
- Posters and rave cards not yet printed.
- Mike asked about suspending the SAC policy against distributing flyers:
  - Jeremy said that would be a bad idea; we don’t let clubs distribute handbills;
    - Metro newspaper has to stay at the bus loop; we don’t want paper all over SUB.
- The two Referendum Coordinators (Alyssa Koehn and Michael Moll) have recruited four of the six team leaders.
- The referendum is super-important.
- Kelli explained the tasks for Execs; they’ll be doing classroom announcements, attending events; they should coordinate with the Referendum Coordinators.
- Jeremy will be calling Councillors to get them to help.
- Volunteers are being recruited through Volunteer Connect; Execs should also be trying to recruit.
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- Everything should be centralized through the Referendum Coordinators and Kelli.
- Jeremy and Matt will look into the ordering of the referendum questions on the ballot to make a recommendation to the Referendum Committee.

Staff and Media
- Matt asked what AVP’s are allowed to say, on blogs, for instance.
- Kelli noted that communications training is scheduled for Monday; media protocol will be discussed then.
- Jeremy said purely informational, not partisan, communications can be made; and people should not identify themselves as an AMS AVP.

Executives on Committees
- The following assignments were made:
  - Katherine: UAERC and LPC
  - Mike: BAFCOM and Student Life
  - Matt: UAERC, Education, Student Life, Extraordinary Hiring
  - Elin: BAFCOM, LPC, Education, Extraordinary Hiring

DAP Student Fees and Votes
- Jeremy has been speaking to the DAP students. They just got the ability to vote in our Executive elections.
- There are governance issues if we start charging them fees. They don’t have representation on Council. They’re not in the CUS, and may not want to be because of the high CUS fees. So how give them representation?
- And do we want to make the fees mandatory or give them something like what the 3rd and 4th year Medical students have: if individual DAP students want the U-Pass or the Health and Dental Plan, allow them to opt in (to all our fees as a package).
- We may want to have a plebiscite among the DAP students and the other diploma students in Commerce.

MOVED JEREMY, SECONDED MIKE:

“That the issue be referred to LPC.”

... Carried
BC Lobby Group

- Bylaws to UAERC; to Council soon.
- BCIT has already approved them. Kwantlen and Fraser Valley going to do so next month.
- Hopefully, we’ll have three or four schools in by the end of March and can hold our first convention in the summer.

Personal Updates

- Katherine:
  - U-Pass subsidies done.
  - CASA.

- Ross:
  - CRA audit complete; mostly good, but they told us our food promo program should be a taxable benefit. We may have to end the program, because it would be too complicated to calculate the benefit for tax purposes. Or we could start giving 50% promos; those would not be taxable benefits.
  - New legislation coming on property taxes may mean the tax gets applied to student societies, or at least to lessees of student societies. The latter would be not as bad, but would still be a problem.
  - New legislation already in place for Special Occasion Licences will mean:
    - SOL holders will now be subject to fines.
    - If liquor inspectors decide to attend an event, they will charge a fee and bill for their expenses.
    - The Liquor Branch can now hire minors to try to get into events.
  - $5 meal specials are being introduced.
  - Revenue in February was better than budgeted.

- Mike:
  - All-Presidents Dinner sponsorship: tying up loose ends.
  - SUB fee subsidies being sent out.
  - New SUB workshops: poor turnout.
  - New SUB project is $5 million over budget, but that’s a small percentage of the total, so it will not cause major changes.

[Mike and Kelli left for the SAC meeting.]
• David:
  o Recruiting stage in hiring of Director of Finance (new title for the Treasurer-Controller position).
  o Hiring for Executive assistants and AVP’s should start in mid-March; check with Elin on what the budget will be like for these.
  o Trying to hire an HR student.
  o There will be 24 hires for April 30.

• Elin:
  o Meeting with Health and Dental consultants and Studentcare.
  o Meeting with UBC’s Pierre Ouillet to negotiate the handling fee UBC charges us for collecting our fees. Hoping to lower it and be able to keep the difference for our general revenues as the AMS handling fee.
  o Legal expenses are $9,000 over budget: at $34,000. And this does not count $34,000 for the election fraud legal work from last year which was paid this year; also not including legal work on the referendum.
  o Sustainability contest.
  o Two SEEDS groups doing a survey to see what students want done with the new sustainability fee; another group is looking at our footprint.
  o We have too many printers (8 industrial size and 14 smaller ones). We should centralize and save money and for the long term look to iPads and cutting down on printing. We use 30,000 pages of paper a year in the Business Office alone.
  o Should look into insurance possibility re SOL liability.

• Matt:
  o Looking to revive the Exam Database.
  o Meetings re instituting a proper summer semester at UBC.

• Pavani:
  o Working with Kelli on coordinating a plan for how the Services can help the Yes campaign.
  o With David Hannigan to a demo for a mentoring platform which could perhaps be adapted to our Volunteer Management Program.

• Sheldon:
  o Quorum for the referendum will be 3764.
Jeremy:
  o Met with Alumni Association; they want to work with the AMS and the Grad Class Council. We may get access to the Alumni database and be able to connect to past AMS presidents.
  o Referendum.
  o Orientation and weekend retreat for Exec.
  o WOW: developing programs.
  o Strategic Plan/Framework/Values.
  o One-on-ones with new Councillors.
  o Working on better integration with the GSS.
  o Liquor control strategies.

Next Meeting
The next meeting has yet to be scheduled.

Adjournment
The meeting adjourned at 4:17 pm.
AMS Executive Committee Meeting
Minutes of March 3, 2011

Attendance
Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs), Katherine Tyson (VP External), Elin Tayyar (VP Finance), Mike Silley (VP Admin, left 3:30 pm), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), Kelli Seepaul (Communications and Design Services Manager), David Hannigan (Senior HR Manager), Alyson Shave (President’s Assistant)

Regrets: Pavani Gunadasa (Executive Coordinator of Student Services)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 2:08 pm.

Agenda
The agenda was approved by consensus.

Minutes
MOVED KATHERINE, SECONDED MATT:
“That the minutes of February 24 be approved.”
... Carried

Referendum
Kelli and Jeremy:
- Team leaders and volunteers are at work.
- Michael Moll has resigned as co-coordinator. Catherine Metrycki will be helping Alyssa.
- Ben was away. Jeremy took over as chair of the Referendum Committee. Kelli has been in charge of the campaign.
- 5000 flyers have been handed out; another 10,000 ordered.
- Next week: classroom announcements. Every Exec needs to sign up for announcements and also to approach students in informal learning spaces (MASS, Sauder, etc.) The Executive must be the most enthusiastic and energetic.
- Another postering spree this weekend.
- Handing out flyers, answering questions.
Blast email on Monday.
Nick Frank from the No Committee will also be mentioned in that email and will be getting UBC digital space.
Ben is back now. He’s welcome to help.
We should call a special Council meeting for Friday, March 11. The topic will be the referendum results, along with a new fee question to bring to another referendum if necessary.

Speaker Software
Jeremy and Elin:
• Dave Tompkins developed software to use as Speaker of Council, and there have been negotiations for us to buy it from him.
• It’s not entirely finished.
• Once we purchase it, we can sell it ourselves. We can display it to the CASA delegates later this month.
• Action Item: Elin to meet with Dave about the Speaker software.

Transit
Katherine:
• Expecting to hear from TransLink on the Rapid Transit Line to UBC.
• We will later have to pass policy, probably to say we want an underground transit line built by underground boring (not cut and cover).
• We’re expecting feedback from residents along the route.

Executive Orientation/Retreat
Jeremy:
• The weekend of March 18-20 looks best. Perhaps staying in the AMS Whistler Lodge, if it’s available.
• The CASA delegates will be up there then; we can join them in the evening, but will stay on our own during the day.

CASA
Jeremy:
• The AGM is happening here in two weeks (the week of March 14).
• First CASA is coming next week (March 9) to present to UAERC and Council.
• Council then will have to make a decision on CASA membership.
• CASA delegates staying at the Best Western downtown.
• CASA schedule:
  o Monday, March 14: Plenary, President Toope coming.
  o Tuesday: SUB during the day for discussions; later a Games Night.
  o Wednesday: Robson Square during the day; at night the year-end banquet and then Pit Night.
  o Thursday: Closing plenary in the SUB (or perhaps elsewhere).
  o Friday: Break-out sessions for regional caucuses; then a tour of Vancouver; and then some delegates will go to Whistler.

Brian Sullivan Sendoff
• Brian Sullivan leaving as VP Students.
• We’re holding a reception Friday, March 18, 2:30-3:30.
• UBC holding a reception after that (4-6 pm).

Personal Updates
• Mike:
  o Checking SUB subsidy.
  o Discussions with UBC re exterior of New SUB. Our committee wanted terra cotta and a sawtooth roof, but there’s been pushback.
  o Club conflict re Student Christian Movement: the national organization is disavowing our local club; the local is going to change its name.

[Mike left for the SAC meeting.]

• Matt:
  o Discussions re Ponderosa hub plan. Campus and Community Planning may agree to cuts, reducing the number of beds by 60, to make sure the building cannot be seen from Wreck Beach.
    ▪ We’re pushing against the cuts, which might also mean cutting the proposed childcare centre.
    ▪ Katherine: We should fight to keep the childcare centre.
    ▪ It was noted that UBC is not under Metro Vancouver anymore, so should not have to go along with cuts like this.
  o Informal Learning Space Committee.
Exam Database: Sean’s been working on it; the VP Academic caucus is behind it; hoping to bring something to Council for March 23. Aiming to get Senate support.

Summer semester: Talking to Andrew Irvine; there’s a preliminary report laying out two models:
- A four-month semester, so we would have three four-month semesters like SFU.
- Or a two-month, two-month.

Impressed to learn (through VP Academic caucus) that the EUS has created an endowment for scholarships.

Jeremy noted that he and Matt are going to Trinity Western to look at their college system.

Ross:
- New SUB.
- The Pendulum will potentially be closing as early as the first quarter of 2012 because of the beginning of construction of the New SUB. This will decrease traffic and affect us negatively.
- An Exec Orientation Guide is being planned.
- Jeremy and Kelli noted that a Brew Pub survey is ongoing and has already received 1000 responses.
- CRA (Canada Revenue Agency) promo issue may not have a drastic effect on part-time employees since they do not have much taxable income. Looking to reach a compromise with the CRA.

Sheldon:
- Dug up materials for Matt on the Exam Database we used to have (1997-2004).
- Drafted Code changes for LPC on donations (to restrict donations) and to create a Deputy Speaker.

Elin:
- Health and Dental meetings: one of three deals is ready to sign. Looks like we’ll have some surplus for the reserve fund.
- Thinking of a new AMS business; not a food outlet. Details later.

David:
- New HR assistant (Preetasha) will meet with the Execs concerning their hiring needs. No Work-Study jobs on the student government side.
Change Management is still coming along.

Shortlisting for Director of Finance (Henry Chen’s old position) on Monday.

The permanent staff Personnel Handbook went to LPC and will eventually go to Council. There was some discussion about whether approval by Council should continue to be required, but in the end LPC thought it should be.

- Katherine:
  - Researching financial assistance, also the connections between postsecondary education and economic growth; how pse leads to growth; something to present to the government.
  - Family needs issue; Council policy.
  - Rapid Transit policy coming.
  - CASA: preparing for the AGM.
  - Waiting to hear who will hold which portfolios in the new provincial government.
  - Looking at the bylaws for the new provincial lobbying group.

- Kelli:
  - Referendum work.

- Jeremy:
  - Likes the new $5 specials at the businesses.
    - Ross: There’s only been a small uptake on them so far.
    - Brief discussion of new direction signs in SUB, to be paid for out of CPAC.

- Alyson: Executive retreat plan.

- Jeremy:
  - Elin and I want to put a CiTR show on, something on the AMS; use the airwaves to publicize ourselves.
  - Coordinating lots of issues: New SUB, liquor licensing, housing developments, new U-Boulevard/Public Realm development.
  - Want to develop new Executive projects at the retreat and be ready with them for Whistler Orientation, leading to a year-long strategic plan for the new Council and committees.
Next Meeting
The next meeting will probably be on Thursday still, but after that we may be switching to Mondays.

Adjournment
The meeting adjourned at 3:57 pm.
AMS Executive Committee Meeting
Minutes of March 11, 2011

Attendance
Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs), Katherine Tyson (VP External, arrived 11:25), Elin Tayyar (VP Finance), Mike Silley (VP Administration), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager, arrived 11:30), Sheldon Goldfarb (Archivist-Researcher), Kelli Seepaul (Communications and Design Services Manager), David Hannigan (Senior HR Manager)

Guest: Nancy Toogood (Food and Beverage Manager)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 11:10 am.

Agenda
The agenda was approved by consensus.

24 Hour SUB
Mike:
- Interested in keeping the SUB open 24 hours a day during exams.
- There’s a lack of study space. Barber is open 24 hours and is packed; students get kicked out of other buildings.
- We could keep the SUB open for studying and also open one of our businesses.
- Currently, the only 24-hour food outlet is McDonald’s in the Village.
- There might be issues of licensing and staffing.

Discussion
- Nancy: There are no legal ramifications; staffing is the big part. If Pie R Squared is kept open overnight, we’d need a couple of people per shift. There’s been one person interested so far; we need to find out what this would look like. There would have to be security and custodial staff as well.
- Elin: We’d need two security people overnight.
- David: Who will work? Who will supervise?
Mike: We may need extra hiring.
David: There needs to be someone in authority, a supervisor, overseeing the students working in the outlet and also someone supervising the security people.
Mike: We could ask UBC to help.
Elin: It would be better if UBC paid our security costs.
Question: Is this for study space or food?
Mike: Mostly for study, but Pie R Squared would offer an additional service. The study space could be in the South Alcove.
David: Why not just test it without food?
Matt: There’s a potential to make money.
David: There’s a lot involved in running a restaurant.
Jeremy: My feeling is that we shouldn’t have a food outlet open up. Another issue is, Do we want to promote students pulling all-nighters?
Sheldon: Five years ago we tried having late night study space, just till midnight, but then we stopped. I’m not sure there was that much demand.
Jeremy: The culture has changed.
Nancy: How about just doing it till 2 or 3 am?
Katherine: Students want to be able to study all night.
Nancy: Maybe we could have a vending machine serving hot food.
Matt: Or pre-made sandwiches?
Nancy: That might be the most doable.
Mike: We have to decide soon if we want to advertise this for exams. By next Friday.
Elin: There’s a growing community of students pulling all-nighters. This is a way to make money for us. It only works if we can make money.
Nancy: It may not make any money. There are various costs.
Mike: We’d have to pay extra staff; it’d be hard to turn a profit.
Ross: We can try to figure it out.
Mike: Would UBC be willing to throw money our way?
Jeremy: The VP Students Office is actually against 24-hour openings on campus. Nobody at UBC thinks keeping buildings open all night is a good idea. They don’t even like keeping Barber open.
Nancy: Can we cut off the rest of the building and just have the South Alcove open?
Mike: We’d need three security people there.
Jeremy: We can’t lock the fire doors.
**Action Item: Ross to have the business side look into this.**
[Nancy leaves.]

Referendum/Council Meeting

Jeremy:
- Voting going on for another 5-1/4 hours.
- We’ve sent out our own email, telling students they’ll lose their U-Pass if they don’t vote.
- WebVote keeps crashing because there are a lot of last-minute voters.
- Council tonight will hear the referendum results. If the fee passes, then it will be a quick meeting which will turn into a celebration at the Pit.
- If it doesn’t pass, we’ll bring forward some motions.

Discussion
- Katherine: The Japan Association wants to talk to us about the tsunami.
- Elin:
  - Budget Committee wants me to create a new budget if we’re going to live with the failure. There would be massive cuts.
  - Alternatively, we can go back to referendum, calling another one tonight asking for a $14 decrease in the Health and Dental fee and a $9 increase in the general fee: a net $5 decrease for those who don’t opt out of the Health and Dental fee. We would also tie the general fee to CPI and make it non-pro-rated.
  - We’re also looking at selling the art collection and selling Whistler Lodge. We’d need referendum approval for both those things.
  - We would budget no money for this new referendum, nothing by us and we would also suspend Code so there’d be no money for a No side.
- Katherine: We need some sort of campaign, flyers or rave cards to hand out to tell people. There will be a No campaign even if it’s not funded, and they’ll call us liars and say we didn’t need the money after all; it will confuse the students.
- Elin: We’ll say we listened to the students, who told us they don’t want to pay more.
- Katherine: We’ll need resources to do that.

Japanese Tsunami
- Mike: The Japan Association wants a booth so they can solicit donations, but we’re all booked up on the SUB Concourse. Is it okay to put them in the niche on the Concourse? Bookings suggested it even though it’s not usually a bookable space. The Japan Association would also like a Council resolution of support.
There was some reluctance to break the rules to book a non-bookable space, but it was decided that if Bookings is fine with it, it should be okay.

A Council resolution can wait till the next regular Council meeting.

**Brian Sullivan Goodbye**
Jeremy:
- Friday afternoon, March 18: we’ll have a reception, then the University is having one.

**CASA AGM**
Jeremy:
- All next week.
- We’ll need two projectors.

**Executive Orientation/Retreat**

**Referendum/Council Meeting 2**
- Elin: If the fee referendum fails, I am also going to present a motion tonight to freeze several budget lines until the end of the fiscal year. This is from the Budget Committee.
- Mike: Will you tell Council how much we’ve spent on the referendum?
- Elin: I don’t have the final totals yet, but I can tell them we’ve gone over budget.
- Kelli suggested that it would be the best use of people’s time to adjourn the meeting and go do some final referendum campaigning.

**Next Meeting**
The next meeting will be Monday, March 21 at 10 am because of CASA being here next week.

**Adjournment**
The meeting adjourned at 12:30 pm.
AMS Executive Committee Meeting
Minutes of March 21, 2011

Attendance
Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs, arrived 11:25), Katherine Tyson (VP External, by phone), Elin Tayyar (VP Finance), Mike Silley (VP Administration), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), Kelli Seepaul (Communications and Design Services Manager), David Hannigan (Senior HR Manager)

Guests: Nancy Toogood (Food and Beverage Manager), Jeffrey Smith (Facilities and Retail Services Manager), Angela Geib (Payroll Administrator)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 10:40 am.

Agenda
The agenda was approved by consensus.

Minutes
MOVED MIKE, SECONDED ELIN:

“That the minutes of March 3 and March 11 be approved as presented.” ... Carried

Minimum Wage
Nancy:

- The announced increases in the minimum wage will have no effect on us this year; we currently pay above minimum wage. We start at $9.25, so we’re okay until November 1, when the minimum wage goes to $9.50.
- We always pay above minimum wage: do we still want to be above it?
- We calculate that every 10-cent increase costs us $16,000 a year.
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Discussion

- Jeremy: These instant increases will be crazy. Sticking to the provincial mandate will be easiest on our budget; we can re-evaluate in 2012 and 2013.
- Ross: When the minimum wage hits $10.25, our structure will be out of whack; there will be upwards pressure to ensure our supervisors get more.
- David: We need to look at our whole compensation strategy. Currently, full-time staff get paid a higher rate than student staff, but the job descriptions are the same.
- Jeremy: Even though we won the referendum, we don’t have bags of money.
- Ross: This will reduce the business contribution; we will have to find that money. We’re also going to have construction starting, which will mean fewer people in the building, which will bring business revenue down.
- Angela: On the student government side, pay rates are $8 and $8.65.
- Elin: We need a two-year plan, to help the next Executive.
- Angela: All current appointees’ contracts are up on April 30 or sooner; only new hires will be affected.
- Jeremy: We should probably do the September hires at the new (November) rate.
- Ross: Or step it; begin at the old rate in September and have them rise on November 1.
- Erin: For student government the cost to match the minimum wage will be $6000. If we start right away with $9.50, it will cost $9,000. At $10.25, it will cost us $16,000.
- Ross: The first cut of the business budgets will be done next week. We have to move soon.
- **Action Item:** Elin, David, Pavani, and Jeremy to meet next week on the minimum wage issue.
- Elin: Everyone should examine the positions they have: what do they need? Don’t continue positions just because they’ve been there before.

[Angela leaves.]

**New Fees**

**Athletics:**

- Elin:
  - Athletics is saying we didn’t consult with them; our $21 Athletics fee, which we pass along to them, will not be tied to CPI. So it will in effect be going down.
  - The bursary fee ditto, but we have introduced the new subsidy.
- Jeremy: We didn’t talk to Athletics, but we don’t have a contract with them, and we’ve never got recognition from them for our contribution. I’m going to chat with Bob Philip
about all this and to seek an MoU. There’s also the University’s Athletics fee; we want to discuss that too.

Generally
- Jeremy: Have to look into the details of how we use our new fees; we’ll work with LPC on this. We want to put money into the Evelyn Lett Bursary Fund. We also will be increasing the amount of money going into CPAC (which now has a new name).

Personnel Handbook
- David: The Handbook didn’t go out Friday to Council. LPC is still to discuss it.
- It was decided to delay submitting it to Council until the April 6 meeting.

New Hires
- David: Interviews for new Director of Finance and Administration March 31. Final meeting with candidates here April 5 and 6. Offer to new D of F and A on April 8.
- David: Replacing Beverage Manager in the Pit.
- Jeremy: Student government side: Want to look at government relations officer position. Also Jane Barry’s old position (Student Services Manager). These two are in the early stages. Need to coordinate with the organizational review.

Pit Update
- Nancy: The Pit Beverage Manager is gone. Working on how to manage the bars.
- Pit being locked down starting tomorrow because of the contravention, but the Burger Bar can remain open.

Whistler Lodge
- Jeffrey: Lodge manager has given notice. Looking at options on how to manage things.

Transitional Honorariums
- Sheldon to circulate the rules.

Quarterlies
- Jeremy: Agenda Committee decided we could postpone our first ones till May and will ask Council to direct LPC to re-evaluate the schedule.
Personal Updates

- Ross: Budgeting for the businesses.

- Mike:
  - Working on 24 Hour SUB: main problem is staffing/costing.
  - SAC: club election conflicts.
  - Just Desserts was cool.
  - Brian Sullivan’s departure went off well.
  - SAC and Classroom Services have put in rules for exterior food vendors: maximum of 2 per club per semester.
  - New SUB exterior colour: No agreement with UBC’s Campus and Community Planning. We proposed terracotta; they’re against it. They say only blonde, beige, grey, or white.

- Pavani:
  - Coordinator job descriptions posted.
  - Seeking overlap between incoming and outgoing this year because of massive turnover.

- Jeremy:
  - Focusing on undergraduate elections now that referendum over.
  - Contacting newly elected Councillors to incorporate them into the planning process.
  - Need to get Exec budgets done asap.
  - WOW will be May 6-8. SUBmersion perhaps on the 6th; this to be discussed.

Next Meeting
Not clear whether we’re staying with Monday meetings or moving to Fridays.

Adjournment
The meeting adjourned at 12:03 pm.
AMS Executive Committee Meeting
Minutes of March 25, 2011

Attendance
Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs), Elin Tayyar (VP Finance), Mike Silley (VP Administration), Katherine Tyson (VP External), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), David Hannigan (Senior HR Manager)

Regrets: Pavani Gunadasa (Executive Coordinator of Student Services), Kelli Seepaul (Communications and Design Services Manager)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 11:15 am.

Agenda
The agenda was approved by consensus.

CASA
- Jeremy: Council voted to continue associate membership; a letter will be sent to their Board co-signed by him and Katherine.
- Jeremy: CASA may invoke a section of their current bylaws requiring us to pay two-thirds of the full fee instead of half, so we may have to go back to Council. Waiting to hear from CASA on this.

Minimum Wage
- Elin: Council thought it not a good idea for non-paid Councillors to review wages, so BAFCOM will do the review.
- David: There’s a time crunch.
- David and Elin said they would prepare something to present to BAFCOM.
- Ross: There’s also the business side; BAFCOM is just looking at wages on the student side.
- David: Businesses will probably reflect the student side.
Elin: Also need to look at costs. Execs should evaluate the positions reporting to them. Budget Committee needs to figure out costs.

Jeremy: Execs should meet with Elin; the HR component has to be figured out first before we can do strategic planning. We should get job descriptions redone and approved at the next Council meeting (April 6) so we can hire before May.

Elin: Budget Committee is also looking into the food promo vouchers system. Another thing for Execs to look at is whether you need your employees in the summer or can wait till September.

24 Hour SUB

Mike: Looking into it.
- Less likely to happen this semester, but still looking into it for next semester.
- Spoke to the SUB Proctor about custodial staff and security; also to Simon at Irving K. Barber.
- If we use Campus Security, there will be a cost; it won’t be free. We might be able to use UBC’s Pacific Spirit seating area; it’s more conducive to work and can be more easily contained.
- Implications for new SUB too: thinking about areas that can be easily blocked off.
- Simon believes there will be demand.

Jeremy: Do we want to promote that?

Mike: Students are going to do it anyway; we might as well keep it centralized.

Personal Updates

Katherine:
- Federal election has just been called; it will be when classes are not in session (except for advance polling).
  - Jeremy: This time it will be better if we just advocate instead of taking on the job of promoting the election.
- Also a provincial by-election in this riding.
- Want to get the focus on postsecondary education.
- Want to bring the parties here. Is it worthwhile to go to Ottawa?

Ross:
- New SUB.
- Business budgets.
- Orientation document for Execs, saying whom to talk to about what.
Will be interviewing for new Director of Finance and Administration. Good list of candidates.

- Elin:
  - Rezgo for clubs and Constituencies for events; want to extend it into e-commerce, selling merchandise online.
  - Campus and Community Planning was good at getting back to us about an energy audit. We’re going to have an audit this summer. A Pulse energy board will be installed in the SUB to track energy usage; 17 buildings are already on it. We’ll see how good we are at conserving energy.
  - Budget.

- Mike:
  - New SUB:
    - Meeting with Alumni about sharing areas and working out problems.
    - Will keep you updated about the colour.
  - SAC: dealing with club election irregularities.

- Jeremy:
  - Reaching out to groups affected by the referendum; the new fee schedule is going to Board to be ratified.
  - Matt and I visited Trinity Western to see their collegium system: living space on campus for commuter students; like a fraternity for commuters. UBC is interested in that for the Ponderosa Hub.
  - Elin and I are going to Montreal at the end of April for a stakeholder conference organized by studentcare.
  - April 15-16-17: Our Executive retreat. Bowen Island. Project planning, figuring out how to work as a team. Preparing for Whistler Orientation.
  - Dave’s software for Council: He tweaked it for the CASA meeting to make it more user-friendly. Original idea was to fund it from a UBC TLEF grant, but now we’ll be paying out of pocket. We’ll own it and be able to sell it, license it. We haven’t paid him yet, but will do so. CASA was thrilled with it.

- Sheldon:
  - Sent around the information on transitional honoraria.
  - LPC is looking into election reform, and I’ve drafted potential Code changes to bring back slates.
• Matt:
  o The Exam Database proposal went to Senate. Some profs were against, but mostly the feeling was positive, and it got referred to the Teaching and Learning Committee, which is where we wanted it to go.
  o Ponderosa Hub meeting: We were blindsided by them axing childcare for Phase 1. We’re drafting a letter to Campus and Community Planning and to UBC Properties Trust.
  o Teaching evaluations: we’re drafting letters to the Constituencies; trying to develop a list of benefits provided by having the evaluations.
  o Talking with Athletics about the NCAA; a decision is to be made by the end of April. This has been referred to our Education Committee. We need to develop a stance soon.
  o Meetings on the new summer semester plan.
  o Portfolio review of VP Academic.
  o Global Fund: pool of money for international initiatives, related to our new International Fund; guidelines need to be developed.
  o Bag check system: Classroom Services interested in that: something to protect students’ bags during exams. Can the AMS provide a room? Students would drop their bags off in a room at the SUB before going to their exam.
     ▪ Jeremy: If UBC provides money, we’ll donate space.
     ▪ Ross: Liability issues.
     ▪ Jeremy: They should provide staffing.

• Action Item: Matt to look into UBC funding for the bag check system.

The Recording Secretary left at 12:30 pm.
AMS Executive Committee Meeting
Minutes of May 26, 2011

Attendance
Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs), Elin Tayyar (VP Finance), Mike Silley (VP Administration), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager), David Hannigan (Senior HR Manager), Kelli Seepaul (Communications and Design Services Manager), Sheldon Goldfarb (Archivist-Researcher)

Regrets: Katherine Tyson (VP External)

Guest: Pam Yuen (UBC Events)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 10:35 am.

Agenda
The agenda was approved by consensus.

UBC Events
- Pam Yuen provided an update on UBC’s campus-wide events calendar and other means UBC has to publicize events (videos, tweets, blogs, digital screens, a new UBC app, etc.). She encouraged the AMS to use these means and to promote UBC Events.
- Kelli: We already use UBC Events. We post anything going on, we send information on campaigns for campus-wide signage, etc.
- Jeremy wondered if we should use UBC Events to reach out to clubs and asked about opportunities to work on video segments.

[Pam left at 10:40.]
Gage South

- Matt:
  - A policy on Gage South has been approved at Unecorn and will be coming to Council.
  - It’s aggressive; we’re trying to get our point across: we want the area zoned Academic and are asking the Board of Governors to remove Campus & Community Planning from the process.
  - Campus & Community Planning has held only two meetings with us and seems committed to having private market housing in the area.
  - The policy also asks the University to conduct a referendum if it’s not convinced the area should be zoned Academic.

- Jeremy:
  - We’re calling them out. We have support from the TA union, the GSS, and the Faculty Association.
  - We will make this very public and create a grassroots movement.
  - There’s also a governance issue here. Campus & Community Planning is acting as both the permit granter and the developer, which is a conflict of interest.

- Mike asked how much we were willing to spend on this.
- Matt said there is money available to him in his budget, as much as $30,000. He compared the situation to the fight over the UBC Farm.
- Elin: This won’t be anything like the farm; not that many people care about it. We shouldn’t spend $30,000.
- Matt said he was not planning to. It will mostly be a volunteer, grassroots campaign.
- Jeremy: We can get Metro Vancouver and the Alumni Association on board. Off-campus people don’t like the idea of condos going up on campus.
- Mike asked about the UNA.
- Matt: They’re more for mixed use; they want a hub for their residents.

FOI Case

- Jeremy reported on the FOI case concerning UBC Properties Trust.
  - The issue is whether wholly owned subsidiaries of UBC (like Properties Trust) should be subject to the same Freedom of Information rules as public bodies like UBC itself.
  - Stanley Tromp, who used to work for the Ubyssey, has been pursuing this.
  - We want to intervene on his behalf to support making the Properties Trust’s documents (e.g. leases) public.
We would also then be able to find out how much the executives at Properties Trust are making.

We have eight FOI requests of our own outstanding which we can follow up on without cost, except for time.

U-Pass article in Sun
- Jeremy said not to worry about today’s Sun article saying TransLink was threatening to cancel the U-Pass. Their spokesman was quoted out of context. TransLink is concerned about losses caused by theft and sale of U-Passes, but they’re not going to cancel the program.

Insider
- Kelli: Only one submission has been received so far. The deadline is tomorrow.

Minutes
- The minutes of the meeting of May 19 were approved by consensus.

Quarterlies
- Almost all are done.

Budget
- Elin is planning to sit down with each person re their budgets. Budget Committee will be meeting next week.

Shinerama
- Elin wanted it made clear that we will not be funding Shinerama; we should follow the same model as last year, when it paid its own way.
- David said it is not unusual for fundraisers to pay for administrative costs out of the money raised through fundraising.
- Mike: There should still be an AMS campaign in support of Shinerama.
- Elin: We can’t make a financial commitment.
- Jeremy: We can provide support in kind: give them privileged access, mention them in the Insider and on the website.
- Kelli: We should meet with the Coordinator to arrange communication.
- Jeremy: There used to be more involvement from the Residences; we should think about re-engaging them.
Hiring
- Nearly complete. When it is, Jeremy will send out an announcement welcoming the new appointees.

Change Management
- Ross: Council passed the preliminary budget covering this; a couple of steps are going forward now, including hiring for the new position of Director of Student Government Support and also a junior HR position. Something should be done to make sure Council knows this is going forward. Perhaps a presentation.
- Elin suggested a joint meeting of the Executive and the Agenda Committee.
- Jeremy said it would be a good idea to have regular joint meetings of the Executive and the Agenda Committee. He also said the new Student Government position could be discussed at all of the five standing committees, seeking input there on what they’d like to see from the position.

Conferences
- There was discussion of various upcoming conferences and the travel policy that applies to them. The policy will be circulated.

Personal Updates
- Elin:
  - Rehired Justin Ritchie as Sustainability Coordinator.
  - Extraordinary Hiring Committee is recommending the reappointment of Jay Shah as Ombudsperson.
    - Mike asked about gaps between the departure of one appointee and the arrival of their replacement. What is done in the interim?
    - There were also questions about the accountability of committee chairs.
  - Arranging a meeting of VP Finances.
- Kelli:
  - Insider.
  - Sponsorships.
  - Branding for the New SUB.
  - Looking into bringing back the old AMS logo as part of rebranding.
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- Sheldon:
  - Answering questions.
  - Catching up on minutes.

- Pavani:
  - Hiring one more Coordinator.
  - Seeking TLEF grant renewal for Tutoring.
  - Services retreat next week.
  - Orientations for Coordinators (two are returning Coordinators or former assistants).
  - New Internship Coordinator is a Council member, who is thus stepping down from Council.

- Mike:
  - SAC: Figuring out list to send out emails. Clubs need to provide write-ups for the Insider.
  - Digitizing constitutions.
  - Shinerama conference was informative.
  - Wrestling Club: SAC allowing them to hire two employees and run a weekly camp funded by Canada Summer Jobs. It will be mostly run by volunteers.
    - Elin: They’ve lost money before and created deficits.
    - Mike: SAC looked at that. They’ve been losing less money.

- Matt:
  - Gage South/Governance.
  - VP Academic caucus in June.
  - Wrapping up hiring.

- Ross:
  - Finalizing SUB design document.
  - CSHG (Canadian Student Horizons Group) held a conference call board meeting; will meet in person in July in Ontario.
  - Responded to the CRA re our tax exempt status.
  - Early planning re Point of Sale system in our retail outlets. Starting with the Pit. It will take a year to get this in place in all our outlets. It provides helpful information.
• Jeremy:
  o FOI issue.
  o Seeking feedback re Director of Student Government Support.
  o Meeting with Councillors individually to discuss plans, budget, etc.
  o Speaking to Enrolment Services re U-Pass and who’s a fee-paying AMS member, e.g., the Distance Ed students.
    ▪ Sheldon: LPC is recommending Council continue the suspension of Code to maintain the old rules under which Distance Ed students are exempt from our fees.

The meeting adjourned at 12:20 pm.
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AMS Executive Committee Meeting
Minutes of June 9, 2011

Attendance
Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs), Elin Tayyar (VP Finance), Mike Silley (VP Administration), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager), David Hannigan (Senior HR Manager), Kelli Seepaul (Communications and Design Services Manager), Sheldon Goldfarb (Archivist-Researcher)

Regrets: Katherine Tyson (VP External)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 12:40 pm.

Agenda
The agenda was approved by consensus.

Minutes
• Approval of the minutes of May 26 was deferred till the next meeting.

Governance
• Matt:
  o Working with Student Senator Spencer Rasmussen to organize discussions with stakeholders about governance at UBC. We want to get this underway before UBC does a governance review.
  o There have been preliminary talks with the UNA; if the AMS puts up $5,000 (for a facilitator, food, etc.), the UNA is willing to match that.
  o The UBC Administration have named someone who would serve on an eventual committee.
  o The process would seek out input from students and residents through town halls etc.
We haven’t settled on any final governance structure; this would be to encourage the process to move along.

Hoping to reach a consensus by December.

Funding could come from the Lobbying Fund; I would go to Council to ask.

- Elin expressed concern that there might not be enough in the Lobbying Fund.
- It was agreed that Matt will go to the Budget Committee and seek to get money from the Lobbying Fund put in the VP Academic budget.

The GSS is also interested, and we will also speak to CUPE and the Faculty Association. Not the UEL; their area would not come under this.

The impetus for this springs in part from the recent hospice issue; that’s prompted interest among the residents. Student interest stems from the Gage South zoning issue. Those two issues are symptoms of a larger problem concerning governance.

[Mike left for a SAC meeting.]

**Director of Operations**

- David: Meeting with recruiter next week. Need a small group to do this.
- Sheldon asked if the Extraordinary Hiring Committee should be involved.
- It seems the chair of that committee has stepped down, and the meeting with the recruiter needs to take place next Wednesday.
- It was agreed that the group meeting the recruiter would consist of Ross, David, Jeremy, Elin, Mike (representing the New SUB Committee), and Anne Kessler (chair of BAFCOM).

**Personal Updates**

- Ross:
  - Just back from AMICCUS meeting of general managers etc.
    - Good for networking.
    - Discussed taxation and the CRA. Other schools have gone through CRA challenges like us: Nipissing had their tax exempt status reaffirmed. Waterloo was told they were okay for now, but the CRA could be back.
    - Meanwhile a court ruling in Newfoundland will require the Memorial University student association to pay municipal taxes. That’s not good. That would hamstring student societies across the country.
    - A working group was struck on the CRA-taxation issue.
o Business promotional plans going ahead for September.
o Budget Committee presentation tomorrow for senior managers. There needs to be early communication like this on strategy, then a backing away from day-to-day operations. This is a first step towards the Change Management ideas presented to Council. Once we have a Director of Operations, better business planning can be established.
o SUB Design deadline coming up for signing off.
o Point of Sale program has been proposed to the New SUB Committee; aiming for introduction of POS by the end of the calendar year.
o Other hiring (Government Relations Advisor, the Director of Student Government, the HR support person): is that on hold until Council passes the budget?
  ▪ Jeremy: Council should be kept in the loop.
  ▪ Elin: We’re working on job descriptions; they can be emailed to Councillors.
  ▪ Sheldon: Someone can mention the hirings in their update at the June 22 Council meeting.
  ▪ It was agreed to go ahead with the job descriptions.
  ▪ A working group to work on the job description for the Director of Student Government was struck: Jeremy, David, Pavani.
  ▪ David: The union has said they’re okay with the proposed new Government Relations position.

• David:
o Meeting with the Wrestling Club about their hiring needs.
o Changing the key assignment system for new hires; there should be an HR signoff before keys are given out and people start working; we want to make sure people are on payroll before they start.
  ▪ Discussion of employee contracts and whether employees sign confidentiality agreements.
  ▪ Sheldon: Archives assistants sign a confidentiality agreement that’s modelled on something used in the Services (for Speakeasy or Safewalk).
  ▪ Ross: There’s also the non-disclosure agreements signed by those with access to video surveillance.
  ▪ David: I’ll look at those when drafting a general confidentiality agreement.
• Elin:
  o Attending conference of VP Finances. Six or seven schools; CRA talk, operations, accounting.
  o Concern about expenditures by SASC: computers and furniture for an office upgrade. Not clear who oversees them; I didn’t see a budget for this.
    ▪ Pavani: We did put a procedure in place for the Services, which don’t even really need it, but SASC has been fairly independent. We need some discussions on this. The two coordinators are new.
    ▪ Elin: If the furniture and the computer are in place already, we’ll have to accept that, but for the future this needs to change.
    ▪ It was agreed that there should be a discussion: Pavani, Elin, and Jeremy will speak with the SASC Coordinators.
  o Waiting to meet with Rella Ng at Enrolment Services to figure out our fees and revenues.
  o Need to figure out the DAP student issue. We can at least set up the system to be ready to charge them. UBC is going to start charging them athletic fees, so they can set our fee up too. It could be done starting in September. It involves about 1000 students.
  o Meeting about IT in the new SUB: will we bring in new computers? Laptops?
  o Sustainability: We did a consultation/survey for the new sustainability fund; we will base the terms of reference on that. The UNA has agreed to contribute $5,000 a year to the fund. We’re hoping UBC will also contribute.
  o Working on system to allow clubs and Constituencies to sell products online.
  o We have a new Fincom vice-chair.
  o Discussion of a new multi-platform app; several schools to chip in $15-20,000 each. There would be an AMS app with lots of functionality: referring to our businesses, services, etc.

• Sheldon:
  o LPC has been discussing the DAP fee waiver issue. Kyle was directed to speak to Jeremy.
  o LPC will also be proposing an elections award for a candidate who runs an honest, respectful campaign. The idea is that it’s the culture as much as the rules that need to change. This would be a way to encourage a better attitude in elections. Inspired by the Elections Administrator’s praise for Justin Yang in the last election.
  o LPC has also decided not to recommend a lifting of the ban of slates, but to allow candidates to endorse each other. They won’t be able to pool resources or work
together, but they can endorse. There will also be rules on third party endorsements.

- Matt:
  - Governance issue.
  - Figuring out what I want my commissioners to be doing.
  - Want to create a long-term academic advocacy plan. We tend to be reactive on academic matters, as in the recent dispute over UBC’s new policy on students studying abroad. We need an overarching view of where we want the University to be.

- Kelli:
  - Insider.
  - New SUB branding.
  - Helping the Services get ready for September. Integrating the Tutoring website.
  - Working with Elin and Justin on sustainability.
  - Meeting with Chad Embree about his report on food services.

- Pavani:
  - Funding received again for Tutoring.
  - Services retreat.
  - AMS-GSS ombudsoffices meeting about campaigns, signage.
  - Hired all coordinators and next week will hire the last assistant coordinators (except Minischool).
  - The new program we were considering for volunteer management turns out to have their server in the U.S.; we can’t have that, so we are looking into alternatives.
  - The Services are interested in doing a presentation to Council.

- Jeremy:
  - Working with UBC and the City of Vancouver on a campus bike-sharing program that could involve 300 bikes. Expressions of interest are being invited.
  - Going to hold a meeting of Constituency presidents this summer; it will be a good forum to bounce ideas around.
  - Meeting with the GSS about external advocacy.
  - Toronto conference of student union presidents; may attend.
New U-Passes will be available monthly in 20 vending machines at the UBC bookstore; they will become available on the 15th of the month before. Only in the machines; no mailouts.
- Elin: Could we have some in the SUB?
- Jeremy: We asked, but they said no. They want to keep it centralized and with the carding office. There are also liability issues.
- Kelli: Can we have our logo on it?
- Jeremy: Good idea.

UBC Emeriti Association wants to push for 1% of all capital construction on campus to be dedicated to public art.

The meeting adjourned at 2:07 pm.
AMS Executive Committee Meeting
Minutes of July 8, 2011

Attendance
Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs), Elin Tayyar (VP Finance), Mike Silley (VP Administration), Katherine Tyson (VP External), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher)

Regrets: David Hannigan (Senior HR Manager)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 2:45 pm.

Agenda
The agenda was approved by consensus.

Minutes
MOVED MATT, SECONDED MIKE:

“That the minutes of May 26 and June 9 be approved.”

... Carried

Director of Operations
Jeremy:
• Mike, Ross, David, and I met the four shortlisted candidates, and now we’re down to two, who we’ll bring around next week to meet the managers and for lunch with the Executives.
• This will be an important position; they will be responsible for our revenue.

New SUB Update
Mike:
• Consultants, branding, food.
• Colour: Deadline of August 31 to decide. Been speaking to Pierre Ouillet (UBC VP Finance).
The Alma Mater Society of the University of British Columbia Vancouver

AMS Student Society
6138 SUB Boulevard
Vancouver, BC V6T 1Z1
www.ams.ubc.ca

- Project is over budget by $3.5 million; significant, but not too significant. We’re hoping to cut $2 million.
- IT and Brew Pub decisions coming up.
- Childminding centre in new SUB:
  - At first thought we’d have to cut it, but now UBC (Pierre Ouillet) says they will fund it.
  - May be a satellite of UBC’s Child Care Services; they’d hold the licences and run it; we’d just provide space.
  - UBC funding may mean we can have a larger room and thus more children.
  - Discussion about childcare vs. childminding. There are really three models; drop-in is what is needed; that’s what we’re looking to.

DAP Students
Jeremy:
- UBC will be charging them athletic fees this September.
- The DAP student club will come to LPC on Monday. They don’t want to pay our fees.
- We’re going to tell them that Council voted not to extend their exemption, not to wait for a DAP student plebiscite.
- We may need to look at their representation on Council and also make changes to the Health and Dental Plan and the U-Pass agreement with TransLink.
- They may also come to Council on Wednesday.

CASA
- Elin:
  - CASA sent us a letter saying the cost for associate membership will actually be 75% of the full membership fee, not 50%; that’s a $12,000 saving from full membership, which is quite small.
  - Budget Committee has passed a motion asking Council to revisit the decision to stay at the associate level. The Executive should do the same.
  - The CRA issue is related to this; it’s something CASA should put on its agenda.
  - And the GSS really wants this; they want to get on the CASA board, and can’t if we’re just associate members.
  - For all these reasons we should join.
- Katherine:
  - Unecorn voted this down 4-2, but passed a CRA motion; the CRA issue is really a provincial matter, and is not a strong reason for joining CASA.
Just because one person at the GSS wants to be on the CASA board isn’t reason to go to full membership.

This is less than a week’s notice to Council after the motion has already been defeated at Unecorn, and Council will not be able to consider all options because we can’t leave CASA altogether at this point. Also CASA is not here to present.

$12,000 is actually a lot of money, and we have lots of other expenses. There’s lobbying to do.

The CASA debate is becoming toxic; we should wait three months. We already decided on this issue this year.

- Elin:
  - Lobbying is important, and it’s positive to talk to the province about the CRA, but we do have funds available and CASA is an important tool. Also, the GSS is important, and this is important to them.
  - The cost is not what Council was told; that’s why Council should revisit this.

- Katherine: I’d rather lobby CASA to have us grandfathered so we can still pay 50% despite what their new bylaws say.

- Elin: They’re charging us 75%.

- Katherine: Give me two weeks to raise this at CASA.

- Elin: This is time-sensitive, and it will build better relations with the GSS.

- Mike: Why does the Executive have to pass a motion? It could still go to Council.

- Elin: The Executive should have a position on this.

- Matt: It’s going to be decided by Council. I’m not sure an Executive recommendation will make a difference.

MOVED ELIN, SECONDED MATT:
“That the Executive recommend that Council consider full membership in CASA.”

... Carried

Noted against: Katherine, Mike

[Sheldon left at 3:30 pm.]
AMS Executive Committee Meeting
Minutes of August 11, 2011

Attendance
Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs), Elin Tayyar (VP Finance), Mike Silley (VP Administration, via speaker phone), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager), David Hannigan (Senior HR Manager), Sheldon Goldfarb (Archivist-Researcher)

Regrets: Katherine Tyson (VP External)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 10:17 am.

Agenda
The agenda was approved by consensus.

Minutes
The minutes of July 8, 2011 were approved by consensus.

AGM
- Jeremy: The AGM has been held in mid-February the last two years, but traditionally it’s at the end of February. If we hold it at the end, that will mean more time to finish things and more time to do transition.
- Mike suggested holding it at the same time as the official ground-breaking for the new SUB, but Jeremy didn’t want that to overshadow the AGM.
- Ross: We’ve done orientation during Reading Week in the past, so a later AGM is better.
- Jeremy: We may want to plan for a 1000-person, quorate AGM to pass the bylaw amendments that failed in the referendum. It would be a lot of work.
- Matt: Wasn’t the idea to have a special general meeting in the fall to change turnover for us?
- Ross: Getting a big turnout would require a significant budget.
The Alma Mater Society
Of the University of British Columbia Vancouver

AMS Student Society
6138 SUB Boulevard
Vancouver, BC V6T 1Z1
www.ams.ubc.ca

- Matt: We could use more than one lecture hall and have livestreaming.
- Jeremy: With a quorate meeting, we could change the quorum size for general meetings, change the turnover date for the Executive, and make other bylaw changes, but I’m not keen on extending my own term to April.
- The idea of deciding this now is to give time to work on getting a quorate AGM if it’s decided to pursue that.
- **Action Item: It was agreed to send a motion to Council recommending that the AGM be held on February 29.** Sheldon said he was sure that would at least tie the record for the latest AGM (since it must be held in February).

Global Lounge/Global Fund
- Matt:
  - The Global Lounge people are happy with the MoU we drafted; they’re running it by University counsel, but we don’t expect issues.
  - Still have to finalize co-branding.
  - This is to do with us donating the money approved for an International Projects fund in our referendum to the University’s Global Fund. We thought we’d partner with them; this doubles their fund, so in return we had a number of asks.
  - One thing we’ve asked for is a physical presence in the actual lounge, a poster or a plaque.
  - The lounge is an informal learning space for students with an international focus. The ISA and Africa Awareness meet there.
- **Action Item: It was agreed that a plaque noting the contribution of the AMS would be appropriate.**
- David asked who decides who gets money from the fund.
- Matt: There’s a committee on which we’ll have 25% representation. The application forms will have co-branding: UBC and AMS.
- **Action Item: It was agreed that LPC should draw up the terms of the fund (something they’re already working on), and then the MoU with the University should go to Council.**

Letterhead
- Jeremy: We want to allow David and Ross to use AMS letterhead without going through the secretaries, as required by the Executive Procedures Manual. But amending the manual requires a full Executive, so this will have to wait till next week.
- A suggested draft change had been received from LPC, but it only gave power to the President. The Executive agreed that the revision should specify that the President, the
General Manager, and the HR Department can use letterhead without going through the secretaries. David said HR uses letterhead several times a week for confidential HR matters, such as offers of employment.

- **Action Item:** Sheldon to draft a new amendment for next week.

### Communications Mailout

- **Matt:** We’re thinking of sending out a survey as one of the three mailouts UBC does for us each year.
- **Jeremy:** There’s actually no fixed number of mailouts. Also, besides the University’s mailouts, we can do our own with the email addresses they are supplying us. Each incoming year’s students signs a form giving permission for us to use their addresses, so we’ll be up to approximately 30,000 in the fall. We can send ours out every month if we want. Fewer is often better. Our emails are better than what the University sends out, and we’ll be close to full membership by 2012.

### Orientations Office

- **Pavani:** Under an MoU with the University from 2001, we gave them an office for Orientations in return for some other space. UBC has since moved the Orientations office to Brock Hall; the office here is vacant, and we’d like to use it. UBC says they’d still like it for other things, but the MoU says it’s only for their Orientations program.
- **Jeremy:** We need office space. It’s a big area. We may move the committee chairs in there.
- **Sheldon:** What happens to the space they gave us?
- **Action Item:** Jeremy to talk to the VP Students office about terminating the agreement so we can get the space back.

### Sports Car Club

- **Mike:** They’ve set up a separate organization and transferred assets to it. We’ve told them they can’t do that. We’re going to meet with them. They say it’s been done and can’t be reversed. We need to decide how far to pursue this.
- **Ross:** It was thought earlier that the amount involved wasn’t worth the legal fees.
- **Jeremy:** We should have a meeting with them. They think they can set up a club, purchase assets with student money, then leave. We have to show that this isn’t okay.
- **Action Item:** Meeting to be set up with Sports Car Club.

### Three-Year Plan
Ross:
- We need a plan for changing the organization, dealing with transition on the student and business sides, given the move to the new building.
- The planning should probably be done by a combination of senior managers, the Executive, and a third party, perhaps Virtus and Glenn Wong.
- If we want it approved by Council so that it can be implemented for the business cycle, then we should get it done before turnover, which basically means by December 1. So there’s some urgency; we should start quickly.
- The first step may be to go to the New SUB Committee to get their blessing.
- The sooner this is done, the sooner we can lay things out for staff, allaying any anxieties.
- **Action Item:** It was agreed to send this to the New SUB Committee.

**Hiring**
- Uli starts as Director of Operations on September 7.
- Next hires: Director of Student Government Support, along with three positions reporting to that one: Communications Manager (that one’s been posted and closed), Events Manager, Government Relations Advisor.
- Val has left as Executive Secretary. We need to speak to Joanne and the union. Joanne needs support, but the Executive Secretary’s position has changed over the years. We need to look at both job descriptions.
- Speaker of Council: Job posting is up. It’s going to stay up and there will be broader advertising. Agenda Committee will meet next week on this position. Meanwhile Dave Tompkins is tying up the Speaker software and will train Joanne and Jeremy on it. Also we can look into hiring a Deputy Speaker.
- We’re close to hiring the second SASC position and will be posting for an HR position.
- It was suggested that the posting for the Events Manager put more emphasis on AMS events like the All-Presidents Dinner and the AGM rather than concerts. The job description should be changed.
- A question was raised concerning the involvement of the Extraordinary Hiring Committee in these hirings.
- **Action Item:** Kyle (chair of Extraordinary Hiring) will be contacted.

**EMAT**
- Jeremy:
  - We had some people wanting to form an emergency medical assistance team of first responders to treat students. There was talk of creating a new Student
Service, but we thought we’d start by having them form a club, which SAC has approved.
  o Looking for funding for them, perhaps from the Clubs Benefit Fund or IPF.
  o They’ll be present at Firstweek events.

- Ross asked about insurance.
- Jeremy: Have to talk to the insurance company. These are volunteers, not paid by us.
- Ross: We should speak to Keith; we don’t want to be broadsided by a lawsuit.
- Jeremy:
  o This is not our service; it’s just students going to help. Should be protected by the Good Samaritan Act. All we’re doing is providing roaming first aiders.
  o The long-term plan is to make this a service.
  o This differs from what AMS Security offers; that’s just for AMS staff.

Personal Updates
- Elin:
  o E-commerce underway: clubs can sell stuff, memberships, etc. online; this will make us money. Outpost can use it too. Ready for September, hopefully.
  o Working with UBC to centralize all funding opportunities.
  o Auditors were here; there was an issue, but it’s been resolved.
  o IPF may have a larger amount of money to give out than before. We haven’t been spending the full 25% available, so it looks like money has accumulated. Also, the other 75%, according to the contract, is only to be spent by the VP Students in consultation with the AMS President; that’s not how it’s been done; it seems to have just gone to UBC’s general operating funds. We can ask them to use it for something student-related, like their Ombuds program.
  o Working with IT on digitizing the cash disbursement process.
  o CiTR is restructuring, hiring.
  o The bursary system we introduced as part of the fee referendum cannot be run by UBC’s Student Financial Aid office. They can do the paperwork, but then the eligible students would come to us for the bursary. We’ll need to create procedures. We’re hoping to give out 1200 bursaries, which will mean more than 1200 applicants, so we may need to bring on a staff position. In the long term it would be good to make this web-based, but it’s difficult because of verification issues and security.
  o Issue about students starting in May. Under the new system, they would pay full fees, then pay full fees again in September. Maybe we should only charge them half fees. Council should do something.
Sheldon: The bylaws do specify that Council may take action to make sure no one pays more than one year’s worth of fees in a year.

Ross:
- New SUB.
- Change Management: there were staff meetings.
- Hiring.

Matt:
- Student survey.
- Housing action forum.
- Summer semester.

Jeremy:
- Agreements/contracts/violations: meeting with senior administrators; hopefully nothing will have to go to litigation; it’s mostly about oversights; hoping to strengthen relations.
- Prepping for new hires.
- Communications; branding.
- New SUB.
- Vancouver named to host 2014 World Special Olympics; UBC to be a venue. I’m on the planning committee.
- VP Students interested in giving money for Shinerama, but wants full-year strategy.
- Hired an assistant, Chelsea.

Action Item: Send out email announcing hiring of Chelsea.

Mike:
- Club conflicts.
- New SUB: Meeting Campus & Community Planning and the Alumni concerning governance of the courtyard between the new Alumni building and the new SUB.
- Raised $4,000 for Shinerama.

Sheldon:
- Working with LPC to draft terms of reference for new funds (International Projects, Childcare, the modified Clubs Benefit Fund, etc.).
- Gathering the Internal Policies to put them in an Appendix to Code as mandated by Council and showing them to LPC for review of those more than 3 years old.
THE ALMA MATER SOCIETY
OF THE UNIVERSITY OF BRITISH COLUMBIA VANCOUVER

AMS Student Society
6138 SUB Boulevard
Vancouver, BC V6T 1Z1
www.ams.ubc.ca

The meeting adjourned at 12:15 pm.
AMS Executive Committee Meeting
Minutes of August 18, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Mike Silley (VP Administration, via speaker phone), Katherine Tyson (VP External), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager), David Hannigan (Senior HR Manager), Sheldon Goldfarb (Archivist-Researcher)

Regrets: Matt Parson (VP Academic and University Affairs)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 11:10 am.

Agenda
The agenda was approved by consensus.

Minutes
The minutes of August 11, 2011 were approved by consensus.

Business Arising:
- Katherine asked why the AGM is being set on February 29 and whether the Exec would get paid for an extra two weeks.
- Jeremy: The idea is to go back to the traditional end-of-February date to allow more time for transition. The outgoing Execs will get paid for the additional weeks.

UBC Trademark
- Jeremy: Working on an agreement to continue using the UBC name and other UBC trademarks, including the Thunderbirds logo. The old agreement on UBC trademarks has expired. Working on reporting issues, but hope to sign something soon.

New Funds
- Jeremy: Sheldon has been drafting new Code to describe the new and modified funds, following the referendum: Clubs Benefit, International Projects, Child Care.
WTF (Where’s the Funding?)

- Katherine:
  - Working with SFU, UVic, and maybe Langara.
  - Rally downtown to get media coverage.
  - Pushing for grants and lower interest rates on loans for students, and for more funding for the universities.
- Jeremy: UBC is not getting as much money as it used to; that’s the source of the problem; tuition is capped; the province has pulled 90% of its capital funding; the federal government has pulled 100%. UBC has been drawing on its endowment and looking to private donors. Enrolment is up, but funding is down. We would like up-front grants to students and an increase in university funding to control campus commercialization.
- Katherine: It’s the first time we three universities are getting together.

UBC Athletics

- Jeremy: I’ve asked for a meeting next week with Bob Philip (director of UBC Athletics). We’re looking for concessions in return for the $900,000 we give them every year. Looking to establish an AMS-Athletics-Rec fund to provide subsidies to our athletic clubs.

Hiring

- David:
  - Including a blurb in the mass email telling students to work for the AMS, letting them know we have employment opportunities.
  - Postering position: unclear who that should report to.
    - Jeremy: It’s communications, so it should be me.
  - Firstweek associates: Omitted from the new tier system. We used to pay them minimum wage, but now the lowest pay tier is well above minimum wage.
    - It was clarified that their work hours are spread over two weeks, so it may be possible to pay them at the higher rate.

Email

- Jeremy: Sending out an email next week, including announcements on the following:
  - U-Pass pick-up procedures.
  - Studentcare change of coverage period.
  - Employment opportunities at the AMS.
Firstweek.

- Ross asked about including business promotions.
- Jeremy expressed concern about the reaction.
- Elin said to use the Executive Twitter account for that and to refer to the Twitter account in the email.

**EMAT**

- Jeremy:
  - EMAT (the Emergency Medical Assistance Team) has been approved as a club.
  - They will get office space (sharing with Shinerama on the main floor).
  - Trying to get them radios.
  - Looking into funding options.
  - They’re going to be attending 30 events.
  - Other universities have something similar.
- Mike: May be difficult sharing with Shinerama; could move Shinerama to the basement and give the main floor office to EMAT.
- Ross said the insurance issue is being looked into.

**3% Subsidy/Bursary**

- Elin:
  - Need to hire someone to go over the applications for the new 3% subsidy put in place by the March fee referendum.
  - Have to determine period for accepting applications and who will administer it.
- Jeremy: UBC can’t do this for us. We already administer the U-Pass and New SUB subsidies. Ideally, we should consolidate all three into one process.
- Elin suggested putting the Finance Commission in charge.
- Currently, BAFCOM has responsibility for the SUB subsidy, Unecorn for the U-Pass (though in practice a member of the External Commission handles the U-Pass applications).
- It was agreed to ask the Legislative Procedures Committee to look into consolidating all these under Fincom.
- Elin said a student staff member should be hired for the data input.
- David asked about a job description.
- Jeremy: Applications should probably be due by the end of September.

**U-Pass**

- Jeremy:
Machines go live next Friday. Card testing on Tuesday. Cards will be available before the end of the month, but cannot be used until September 1.

Still trying to sort out the confusion over Distance Ed students. For this year we will keep them opted out (but with individuals given the ability to opt in). Will look into it further.

The meeting adjourned at 12:40 pm.
AMC Executive Committee Meeting
Minutes of August 25, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Matt Parson (VP Academic and University Affairs), Katherine Tyson (VP External), Pavani Gunadasa (Executive Coordinator of Student Services), Ross Horton (General Manager), David Hannigan (Senior HR Manager), Sheldon Goldfarb (Archivist-Researcher)

Regrets: Mike Silley (VP Administration)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 10:15 am.

Agenda
The agenda was approved by consensus.

Minutes
MOVED ELIN, SECONDED MATT:

“That the minutes of August 11, 2011 be approved.”

... Carried

GSS
  • Jeremy:
    o A motion came to the GSS Council last week about doing a review of the GSS’s position within the AMS. They want to do a cost-benefit analysis of belonging to the AMS, which I’m cool with.
    o I’m working with them on this, looking to see what they want from us, and I have been looking into past conversations and past value analyses. This issue comes up every few years.
    o The review is due in October or November.
    o One of the spurs was the CASA debate; they are concerned about comments made at Council about the GSS supposedly holding the AMS hostage over CASA; feelings were hurt.
They’ve passed a motion to join CASA independently; they’re also urging us to stay in CASA.

- We need to work better with the GSS to make them feel represented and comfortable. This could mean giving them additional spots on committees and lobbying for a dedicated grad student seat on the Board of Governors.

- Elin: They want to get part of certain fees, e.g., the external lobbying fee.

- Jeremy: It’s all very healthy and cathartic. Hopefully, we’ll be able to justify AMS fees not just to the GSS but to all our members.

**Executive Performance Reports**

- Jeremy: Make sure to get these done for the September 14 Council meeting.

**Office Layout**

- Two options were presented for the layout of the Executive offices in the New SUB.
- The Executive approved “Plan B,” the newer plan, in which most of the Executive offices will be on the west side of the new building, facing the square rather than the buses. The new plan will also put the Executive closer to the senior managers and was generally thought to be more accessible and functional.

**Subsidy**

- Elin:
  - Been talking to Andrew on the External Commission, who handles U-Pass subsidy applications, to see what sort of staffing we’ll need for the new subsidy for the whole AMS fee.
  - We have 1200 awards to give out, and are expecting 2000 applications.
  - We’re planning to hire two student staff members at 15 hours/week (at Tier 1 pay) to work from late September into November, doing data entry etc.
  - The money for this will come from the 3% subsidy itself.
  - The last day to apply will probably be in mid-October.
  - We’ll figure out Term 2 and the summer later.
- The Executive agreed to this plan by consensus.
- LPC is waiting to see how this works out before codifying anything.

**Hiring**

- David: A number of positions to fill, including
  - Communications Manager: we’re going through the resumés.
Events Manager: we’re waiting to post.
Administrative Assistant (formerly Executive Secretary): we’re changing the job description, discussing this with the union.
SASC Coordinator: to be discussed later.
ECSS.

Jeremy: Also Speaker of Council: we’re shortlisting.
Still working on a contract with Dave Tompkins about his Speaker software.

Funds
Jeremy: LPC approved new Code for the new and modified funds resulting from the referendum. Once approved by Council next week, they can be rolled out.
Going to speak to UBC about child care funding.
We’ll need an MoU with the Global Fund.

SASC
Jeremy:
The SASC Programs Coordinator has resigned. The SASC Coordinator position remains unfilled. The ECSS is leaving. There’s not yet a Director of Student Government Support. And there’s no longer a Student Services Manager.
In the absence of managerial support, we have no choice but to put the Service on hold.
We’re speaking to Speakeasy and other campus partners about referrals.
We’re going to wait till we get a Director of Student Government Support and work from the top down. The SASC Coordinators will report directly to that position.
Ross: Working on creating that new Director position. There’s a first draft of a job description, but there will be lots of consultation, and we’ll bring in an outside hiring firm, so probably this will take until January. There won’t be a SASC until Term 2.
Pavani: That should be communicated to students and volunteers. It’s significant to suspend a service for a semester.
Jeremy: There are still some SASC programs that can go forward.

ECSS
Pavani:
Last day will be September 9. Putting together a transition report.
Hired Minischool coordinators.
Glad to get new wage structure through LPC, which will come to Council next week.
UBC Ombuds
- Elin:
  - Jeremy and I spoke with UBC’s Janet Teasdale about funding the UBC Ombuds position.
  - We committed to funding it for its first three years, and then we verbally agreed to take it to referendum last March for future funding. But it got dropped from the ballot. We still thought we could pay them from our general funding, but owing to unforeseen circumstances we can’t.
  - They’re looking elsewhere for this year, but we’ve agreed to go to referendum next January, with our Executive elections, to ask for a $1.25 or $1.50 increase in the AMS fee to go to UBC Ombuds.
- Jeremy:
  - We get a seat on the oversight committee, and we don’t want just UBC paying; we don’t want this position to just be reporting to the University; we want to keep it somewhat at arm’s length from the University.
  - The UBC Ombudsperson has expanded the office purview, which is positive, but it’s meant that their costs have ballooned.
  - Students support this service. The AMS and the GSS are behind it.
  - If the fee doesn’t pass in January, there will be another U-Pass referendum in October 2012, and we can try again then.

Personal Updates
- Elin:
  - Speaking to Andrew Parr about the UBC Card; expanding its use to all AMS businesses.
  - Going ahead with e-commerce.
  - Sustainability Fund going well; working on promotional plan and website.
  - Subsidy.
  - DAP student issue: Too complicated to allow them to opt in. It can be done for Distance Ed students because they go through the central Enrolment Services system, but DAP students pay directly to Sauder. Maybe we should push Sauder to work through the central system.
    - Jeremy: This may happen. The Board of Governors may tell them that a Faculty can’t do this.
    - Elin: Letting Distance Ed students opt in may bring us more money.
Opting out of the fees for Resource Groups and CiTR will be done by them themselves. It won’t be a cash payout, but a credit. Probably allow a two-week opt-out period.

Budget Committee will be meeting and will prepare the scheduled quarterly report for Council.

- **Ross:**
  - Hiring.
  - Strategic planning.
  - New SUB.
  - New meal voucher program, just for Execs: 50% off rather than free meals, so it’s not a taxable benefit.

- **David:**
  - Job postings.
  - New employee handbook for hourly paid staff. Formerly a handbook for student staff. Going around management team, then to LPC.
  - Strategic planning.

- **Katherine:**
  - U-Pass.
  - Housing forum.
  - Municipal elections.

- **Jeremy:**
  - Hiring.
  - Jump Start and Gala international student orientation program.
  - Firstweek prep.
  - Working with Shea to book bands for the coming year before he leaves as Events Manager. The Pit will be lively. Hoping to fulfill my mandate for Fun.
  - Public Realm work taking shape: construction on Main Mall, then other Malls. Upgrading sidewalks and roads. Looks pretty.
  - New SUB: signoffs and exciting stuff on branding, names, packaging.
    - The committee will decide on names, then go to Council for things like a new name for the Pit (if we decide to change it).
  - MoU’s with UBC: Want to keep track of all our agreements with the University and making sure to get everything in writing.
  - Childcare Services agreement.
• Trademarks issue: raising it with Toope.
• U-Pass agreement: expecting a signed copy from UBC.
• Executive Remuneration:
  ▪ LPC is recommending an increase to $32,500, not retroactively but beginning immediately. Part of it ($5,000) to be performance-based, a bonus paid pursuant to criteria to be determined, monitored by Oversight.
  ▪ Still lowest paid for a school our size, and that doesn’t even consider the low purchasing power in Vancouver.
  ▪ Unclear whether ECSS included.
  ▪ Ross: We’re looking at the ECSS role; it may be changing.

• Matt:
  o Gage South meetings; Aquatic Centre replacement may be suggested.
  o South Campus Advisory Committee: rearranging density now that the Farm is not included.
  o Arts collegium.
  o Academic Plan: three of the five pillars done.
  o Flox (glorified MUG leaders).
  o Hoping to get student survey put behind UBC’s campus-wide log-in for security.
  o Hoping to hire two new commissioners:
    ▪ Exam Database Commissioner, to oversee the database and lobby faculties to release exams.
    ▪ Campus Development Commissioner, to deal with the many campus development projects.
      • Katherine: Is this in your budget?
      • Matt: Was going to hire a different commissioner, but didn’t, so there’s money from that and also from elsewhere in my budget.
  o College of Inter-Disciplinary Studies: Students there say they’re a degree-granting faculty and thus should be an AMS Constituency with a voting seat on Council.
    ▪ Confusion over this. Aren’t they just Arts? Or Graduate Studies? Matt to look into this further.

The meeting adjourned at 12:10 pm.
AMS Executive Committee Meeting
Minutes of August 31, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Matt Parson (VP Academic and University Affairs), Katherine Tyson (VP External), Mike Silley (VP Administration), Ross Horton (General Manager), David Hannigan (Senior HR Manager), Sheldon Goldfarb (Archivist-Researcher)

Regrets: Pavani Gunadasa (Executive Coordinator of Student Services)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 9:45 am.

Agenda
The agenda was approved by consensus.

Letterhead Procedures
MOVED MATT, SECONDED KATHERINE:
“That the amendment to the Letterhead Use Procedures section of the Executive Procedures Manual be approved as presented.”

... Carried

[This will allow access to letterhead by the President, the General Manager, and the HR Department for confidential letters without going through the admin assistants.]

Bookings
- Mike:
  - The Inter-Fraternity Council (IFC) has booked the SUB north plaza during First Week and wants three additional items:
    - A mechanical bull.
    - A bus for Shinerama.
    - A booth for a sponsor, the Donnelly Group.
THE ALMA MATER SOCIETY
OF THE UNIVERSITY OF BRITISH COLUMBIA VANCOUVER

AMS Student Society
6138 SUB Boulevard
Vancouver, BC V6T 1Z1
www.ams.ubc.ca

- This is a booking through UBC’s Classroom Services, which would mean the IFC could put in a third party, but it was technically made as an AMS booking, so there are restrictions.
- Concerns have been raised that the bus may block a fire lane and that the bull may raise insurance issues, so those should only be approved with the proper caveats.
- The Donnelly Group wants to partner with Shinerama and pay money to them.
  - Ross: The money should really come to the AMS.
  - Jeremy: They’d be taking space that could go to AMS sponsors.
  - Elin: They should pay the regular commercial rate to the AMS; if there’s anything left over, they can give it to Shinerama.
  - Mike: No, this is club space; it’s making profits for an AMS club sponsor.
  - Jeremy: No other club gets this sort of booking; the IFC is the only group getting this privilege, and they should not abuse it.
  - Elin: IFC is getting a huge benefit, which is okay, but now they want to bring in a private entity, and it’s a huge issue where the money goes.
  - Mike: Donnelly will pay what we ask: where should the money go? He was thinking Shinerama.
  - Elin: Why Shinerama?

[Mike left]

- Elin: We had the bus last year; that shouldn’t be a problem. But with the bull, if anything happens, we could get sued.
- Jeremy: This all reflects on us, being outside the SUB. They’re the only club doing things out there during First Week. The bus is fine, but I have concerns about the bull and Donnelly. There’s the optics of corporate partnership.
- Elin: We should outline the purpose of the IFC booking; it shouldn’t be a fundraising event.
- Katherine: Raising money for our charities is fine. If it makes the area more lively, that’s okay.
- Elin: It’s fine if the money goes to IFC.

MOVED JEREMY:
“That the Executive Committee support the IFC in having a bus for the Shinerama campaign in First Week, provided the insurance and fire issues are resolved.”

... Carried
MOVED JEREMY:
“That the Executive Committee support the IFC in having a mechanical bull on certain conditions: that the insurance issue be resolved and if there are additional insurance costs, they will be paid by the IFC; that it be clear that this is an IFC request; and that funds raised go to Shinerama.”

MOVED KATHERINE:
“That the motion be amended to let IFC send the funds to a charity it designates.”

MOVED ELIN:
“That the motion be amended to say the funds can go to a charity or to the IFC itself.”

- Elin: We should let the money go to the IFC. Clubs do this all the time.
- Jeremy: They’re the only club that can do this during First Week.

MOVED ELIN:
“That the motion be amended to say the funds can go to a charity or to the IFC itself.”

Back to main motion as amended:
MOVED JEREMY:
“That the Executive Committee support the IFC in having a mechanical bull on certain conditions: that the insurance issue be resolved and if there are additional insurance costs, they will be paid by the IFC; that it be clear that this is an IFC request; and that funds raised go to the IFC’s designated charity.”

... Carried

[Mike returned.]

Donnelly issue
- Jeremy: There are other sponsors on the other side of the SUB. There’s a sponsorship issue here.
- Elin: Clubs bringing in sponsors is an issue: corporatizing the campus, bypassing us.
- It was agreed to put the general club sponsors issue off for a later discussion.
- It was also agreed to refer the Donnelly issue to Shea, the Events Manager, who is currently acting as our sponsorship officer. If Shea signs off on Donnelly being present,
we will expect a donation equal to or greater than the commercial booking rate from Donnelly to Shinerama.

Executive Remuneration
- Jeremy: This is coming to Council tonight. I will declare the whole Executive to be in a conflict of interest, and we will only be available to answer questions.
- Ross: If it only starts for the next Executive, there’s no conflict of interest.

Minutes
MOVED ELIN, SECONDED MATT:
“That the minutes of August 25, 2011 be approved.”

SASC
- Jeremy:
  - The RCMP are concerned about the closing of SASC. They worked with SASC and valued it as a place where people could go and make confidential statements. There’s no confidentiality once you go to the police.
  - I told them it’s not closed, just on hold, and we will still move forward with some of its campaigns and keep its name out there.
  - Working with Pavani to arrange signage to communicate this; also putting this on the website and making all campus partners aware.
- Discussion about expediting the hiring of people to let SASC open earlier. If we wait to hire the Director of Student Government Support, it won’t happen till second term. Could be sooner if we just wait to get a new ECSS in place.

Speaker of Council
- Jeremy: There were 18 applicants, but only four serious ones. Interviews are being set up.

First Week
- Jeremy: It’s soon. Get your wrist bands so you go to all the events. Push the Frosh Kits and the events, especially Jurassic Park on the Knoll. Seeking to break the Guinness world record for simultaneous high-fives on Imagine Day.
Meal Allowances

- David: New meal allowance plan going into effect for the Executives. Does not apply to AVP’s or others. Execs will get 50% discounts.
  - Discussion of whether there is an upper limit to the dollar amount of the discount.

The meeting adjourned at 11:05 am.
AMS Executive Committee Meeting
Minutes of September 23, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Matt Parson (VP Academic and University Affairs), Katherine Tyson (VP External), Mike Silley (VP Administration), Ross Horton (General Manager), David Hannigan (Senior HR Manager), Sheldon Goldfarb (Archivist-Researcher), Uli Laue (Director of Operations)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 1:10 pm.

Agenda
The agenda was approved by consensus.

Minutes
The minutes of August 31, 2011 were approved.

Welcome to Uli
- Jeremy welcomed Uli Laue, the new Director of Operations.
- With all the new senior directors being appointed, there’s a question of who should be attending meetings of the Executive Committee. Perhaps the senior managers should sit in every second week, or attend on an invitation basis.
- Action Item: Ross and Jeremy to look into this.

UBC Trademark Policy
- Jeremy:
  o A cordial but infuriating meeting with UBC over the use of their trademarks; they are seeking strict adherence to the reporting system in the old Trademarks agreement.
  o We’ll get to use the Thunderbird logo; we’re looking at other logos.
  o The big issue is that they want us to keep stronger tabs on the clubs and the merchandise they sell; they want us to exercise some level of oversight and have an
approval mechanism for clubs selling to the public; they want us to pay a 7% royalty on merchandise using the UBC name.

- SAC could devise a policy.
- UBC also wants all new clubs to not use UBC in their names, except perhaps if they say AMS at UBC.
- They seem to be concerned about liability or their public image.
- If this goes public, it will look like UBC doesn’t want student clubs to use its name. I will speak to Toope about it.

**Action Item:** Refer to SAC.

**Housing**

- Elin: The VP Students Office says it’s possible the University would give the AMS some academic land on which we could put up student housing; we’d have to borrow money to finance it; we wouldn’t do it by raising fees; the idea would be for it to be self-sustaining. We would set up a separate society to do this.

**Unions**

- David: The Security workers have now been certified as part of the Food Workers union, and we’ll be in negotiations with them soon. We’ll be using a professional negotiator. We now have two unions at the AMS.
- Jeremy: If the media contacts you, just say we are in the middle of collective bargaining and refer them to me.

**Resource Groups**

- Elin:
  - With the resignation of the Resource Groups Coordinator, there’s no one to handle the opt-outs from their fee. Students are coming to our offices to ask about this. We have to provide opt-outs; we promised this; they’re supposed to start next week.
  - More generally, we need someone at the Resource Groups reporting back to Mike. The Resource Groups Coordinator should report to the chair of SAC; there needs to be more oversight by SAC. I will go to LPC to ask them about that.
  - For the opt-outs, we could do them online.
- Mike: No, that makes it too easy to opt out.
- Jeremy: It’s straightforward; we can man the booths. I don’t want to set a precedent of online opt-outs.

**Action Item:** Jeremy to make sure there’s a system in place.
U-Pass
Financial Hold
- Jeremy: Financial hold students can get their U-Passes now.

UBCO
- Jeremy: We passed the motion at Council to declare them our members. There were still problems with TransLink and Enrolment Services fixing this. We’re seeking an apology and compensation from UBC for those UBCO students who’ve had extraordinary expenses this month. We’re trying to get them money from the subsidy fund.

Athletics
- Jeremy:
  o We give them almost $1 million a year.
  o We have several athletic clubs that represent UBC but are not under Athletics; we haven’t been able to mass order tickets or fundraise for them, and we don’t have access to facilities.
  o Spoke to Bob Philip and said perhaps we should hold onto some of the money for our athletic clubs, and he said that was a good idea.
  o Athletics is conducting a review and may eventually take responsibility for our athletic clubs, which would give those clubs access to facilities.
  o In the meantime we’re going to hold back $15,000 this year and more in subsequent years to spend on the clubs.

Hiring
Communications Manager: Interviews underway.
SASC Manager: Shortlisting.
ECSS: Have someone in mind to finish Pavani’s term (till end of February). They may start Monday.
Events Manager: Shea publicized it; we’ve received 50 applications. Hope to hire by mid-October.
SASC Outreach position: Reposting.
Policy Advisor (or Government Relations Officer): Job description finalized.
  - Ross suggested waiting till we hire the Student Government/Services Director.
• Jeremy: If we wait, it could mean it’s not hired till the next Executive comes in and there will be no institutional memory to bring them up to speed.
• Ross: Hiring the Communications Manager and the Events Manager before the Director is already doing things in reverse order.
• Katherine: This is frustrating; we need this position filled.
• Ross: My advice is to wait until the team leader, the Director, is in place. We should be hiring the Director next.

Commissioners:
• Katherine: I need more commissioners to help me.
• Action Item: Katherine to go to the Budget Committee to ensure funding for additional commissioners.

Speaker of Council: The Agenda Committee didn’t feel it was fair that one candidate got a chance to run a Council meeting, so the idea is to let the other candidate chair the next Council meeting.

Shinerama
• Mike: Brought in close to $10,000 on Shine Day. Nearing our goal of $36,000. Plan now is to keep Shinerama going through December; new goal is $50,000.

First Week
• Jeremy: Very successful. One sign was that we sold out of beer at the Welcome Back Barbecue. We sold 350 Frosh kits; short of the goal (500), but still good. People seemed to have a good time. There’s been good turnout at undergraduate society elections, which seems a reflection of that. Parties were well attended. The only thing that didn’t work was the after party in the Pit after the barbecue; we shouldn’t try that again.
• Elin: We should make sure we have enough beer at Block Party, and we should also put up signs saying no refunds if the beer runs out.

Sheldon left at 2:55 pm.
AMS Executive Committee Meeting
Minutes of September 30, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Matt Parson (VP Academic and University Affairs), Katherine Tyson (VP External), Ross Horton (General Manager), David Hannigan (Senior HR Manager), Sheldon Goldfarb (Archivist-Researcher), Uli Laue (Director of Operations), Angel Tung (ECSS)

Regrets: Mike Silley (VP Administration)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 1:55 pm.

Minutes
MOVED ELIN, SECONDED MATT;

“That the minutes of September 23, 2011 be approved.”

Welcome to Angel
- Jeremy welcomed Angel Tung, the new Executive Coordinator of Student Services.

Public Access Terminals
- Matt asked what’s happening with the public computers in the SUB.
- Jeremy: We’re getting rid of all of them except the ones in the basement.

UBCO Students and U-Pass
- Jeremy: Trying to get something done today. TransLink is being difficult, saying it’s too much of a risk to let these 39 UBCO students have U-Passes. The University said they’d cover the costs, but TransLink said they didn’t know if that was legitimate.
Government Relations Position (formerly the Policy Advisor)

- Ross said we should go ahead and hire this position after all. We can’t immediately hire a new Communications Manager, so the Director of Student Government Support will be involved in that hire. Also, this has been talked about at Council.
- Jeremy: We should still hire student commissioners for Matt and Katherine.

[Matt and Elin left at 2:05 pm to go to a Budget Committee meeting. Quorum lost.]

Executive Projects

- Jeremy: Kyle had wanted us to use this meeting to start developing Executive projects under the PAR (performance incentive) system, but since PAR didn’t get put forward as a motion at Council, we should probably wait.

The meeting adjourned at 2:10 pm.
AMS Executive Committee Meeting
Minutes of October 7, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Matt Parson (VP Academic and University Affairs), Mike Silley (VP Administration), Katherine Tyson (VP External), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), Uli Laue (Director of Operations), Angel Tung (ECSS)

Regrets: David Hannigan (Senior HR Manager),

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 1:10 pm.

Minutes
MOVED MIKE, SECONDED KATHERINE:

“That the minutes of September 30, 2011 be approved.”

... Carried

Council
- There’s nothing much on the agenda, and Jeremy, Elin, and Sheldon will be away, so the October 12 Council meeting will be postponed to the 19th.

Tutoring
- Angel: Justin (the Tutoring Coordinator) wants to use tablets instead of paper; there will be a cost, but probably less than hiring an extra assistant or giving more hours to the current assistant.
- Question: Where will the money come from? Budget Committee looked at a previous proposal for Tutoring, but this is different.
- Jeremy: This fits in with our paperless strategy. We’ll find a fund for it. Angel and I can sit down about it and bring it back to the Budget Committee if necessary.
Account Code
- Elin: We have so many clubs now that we’re running out of account codes; there’s only 7-10 left. SAC is looking at deconstituting about 50 inactive clubs; that will free up some codes.
- Mike: But we have to wait a year before we can use a previous club’s codes.
- Elin: The number of clubs is ridiculous. It’s great that we can say we have 350, but a lot of them duplicate each other and could be merged.
- Mike opposed the notion of merging clubs.
- Elin: We should at least try to control the number of clubs we constitute. If we have to add another digit to our account codes to accommodate extra clubs, it will mean buying new software.
- Action Item: SAC and Fincom will work on this, with Keith.

Budget
- Elin asked if there should be a new budget, given all the changes that have happened, including less money than expected from fees because of lower than expected enrollment.
- The consensus was to make the regularly scheduled budget report to Council in November, and see if Council wants a new budget.

Oversight and Executive Pay
- Sheldon reported on a meeting the Oversight Committee had with four representatives of the campaign to rescind the Executive pay increases:
  o The sentiment at the meeting was to retain the fixed part of the increase (to $27,500) but to ask Council to cancel the PAR payment for this year, if that is legal. Kyle (the Oversight Chair) was going to consult with David Hannigan (the Senior HR Manager).
  o Erik MacKinnon had pushed for an interpretation of the bylaws on whether changes like the one to Executive remuneration should be required to go to the Budget Committee. There was talk of reviving Student Court to interpret the bylaw on this, or to speak to the AMS lawyers.

Union
- Ross: We learned from the Ubyssey that the union that was certified to represent the Security employees has arranged to transfer the certification to COPE, which represents AMS office employees.
Union 2
- Mike: One of UBC’s unions (CUPE 116) has filed a grievance with UBC over the food carts that AMS clubs bring to campus. The result may be that UBC bans the carts.
- Jeremy: That would be a huge loss to our clubs.
- Uli suggested that perhaps something could be worked out.

Business Promo
- Uli described an opportunity we have to get social media coverage for our businesses, looking to add the AMS brand to a site that provides feedback and reviews of businesses, something like ratemyprof for professors.

Hiring
- Angel has started as the new ECSS.
- There’s a new posting person.
- We’ve interviewed for SASC Manager and found a candidate we like.
- Communications Manager: At first the thought was none of the candidates was suitable, but there’s going to be a rethink.
- Events Manager: There will be interviews later this month.
- Director of Student Services: Going ahead.
- Government Relations Position: Conferring with the union.
- Speaker of Council: Agenda Committee working on it.

Communications
- Elin: We have lots of websites; we should integrate them and also do rebranding.
- Ross: This is a big issue, something that should be the first priority of the new Director of Student Services. We need to consolidate.
- Sheldon: If we’re revamping the website, Archives would like to be involved to make sure no problems are caused to the Archival website preservation program. There was a problem last year when the website was revamped.
- Jeremy: This time the change would be more about content management.

Honour Roll Express
- Uli: Coming soon, the Honour Roll Express, a second Honour Roll around the corner from the current one (in the old IFPO office/self-serve photocopying room). The line-
ups are currently very long; this will decrease that and hopefully increase our revenue 10%.

**Privacy Issues**
- Sheldon reported on a couple of requests received from people who wanted their photos removed from the online AMS photo collection; there’s also been a request from a book publisher to use one of the photos of club members. Sheldon is trying to contact the members to get their consent.
- Jeremy reported on a complaint by a student who objects to having to submit personal information to opt out of the Health and Dental Plan.

**Media**
- Jeremy will be responding to a letter in the Ubyssey from Patricia Mirwaldt, UBC’s Director of Student Health Services, which contained factual errors concerning the AMS Health and Dental Plan.

**Updates**
- **Ross:**
  - New SUB.
  - Collective bargaining.
  - Business stuff.

- **Angel:**
  - UBC Library Food for Fines working with AMS Foodbank.
  - Minischool starts next week.
  - Volunteer Fair.

- **Uli:**
  - Business revenues look good.
  - Looking at new initiatives to increase them further.

- **Matt:**
  - Housing forum in November.
  - Gage South: some progress.
  - UNA elections. Changes there.

- **Katherine:**
Ontario election means new initiatives there on postsecondary education. Also in Alberta. This may shame BC into following suit.
WTF campaign had a good meeting. SFU has joined. Something big planned for late January, early February.
UBCO issue.

- Mike:
  - New SUB stuff: $1.7 million funding release.
  - SAC:
    - Club conflicts.
    - Working with new EMAT club.
  - All-Presidents Dinner January 9. President Toope will attend.
  - POS systems.
  - Mental health network; meeting with Access and Diversity; looking into how accessible UBC is.

- Sheldon:
  - Finally signed off on new Archives plan in new SUB: windows to be blocked by wall, so no sunlight can get in.
  - Working with Katherine to get her emails copied to the Archives.

- Elin:
  - eCommerce hopefully by November, so clubs can sell stuff.
  - Hired two people for the subsidy applications. Want to advertise this widely and get as many as possible. We have 1000 to give out; we want to give them all out.
  - IPF applications out: deadline October 28.

- Jeremy: Everything.

The meeting adjourned at 3:05 pm.
AMS Executive Committee Meeting
Minutes of October 28, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Matt Parson (VP Academic and University Affairs), Katherine Tyson (VP External), Sheldon Goldfarb (Archivist-Researcher), Uli Laue (Director of Operations), Angel Tung (ECSS)

Regrets: David Hannigan (Senior HR Manager), Mike Silley (VP Administration), Ross Horton (General Manager),

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 1:15 pm.

Minutes
The minutes of October 7, 2011 were approved by consensus.

Fees
- Elin suggested going to referendum (at the time of the January elections) to lower the CPAC fee (i.e., the Student Spaces Fee) by $5:
  - We don’t need that much; the new SUB is covered by the New SUB budget.
  - CPAC will be going up by CPI.
  - Even with our annual $100,000 commitment to childcare, the fund will still have hundreds of thousands of dollars (about $700,000, with an additional $450,000 coming in).
  - Having that much money there encourages spending on things that aren’t worth it.
  - Maybe we can combine this with the proposed referendum to create a $1 fee for the UBC Ombudsoffice.
  - In the new SUB we won’t need upgrades in the first few years, which is what CPAC is used for.
  - Let’s not be wasteful of student money; let’s be prudent.
- Jeremy suggested following UVic’s lead in transferring money from a fund to their general purpose operating account.
Katherine: No reduction; we need the money elsewhere; we have deficits.
Elin: There’s a temporary deficit that we will make up for in the new SUB. Our general fee is enough; our Services fee is enough.
Katherine: We should be relying less on our businesses, and that means not reducing our fees.
Sheldon: Do you also want to change the name of the fee back to CPAC?
Elin: No.
Jeremy: We’ll have an Ombuds fee question in January. This is something to mull over. Making it a zero sum seems ideal.

Electoral Area A
Matt: How much of an awareness campaign will we run for the election? There’s a lot going on concerning governance.
Katherine: There’s $7,000 set aside.
Matt: We need to get out the vote and make sure residents get declarations saying they live here; we need clarification on who qualifies as a resident. We should partner with Rez Life to get into the Residences.

Safewalk
Angel: The police are increasing what they are going to charge for criminal background checks for Safewalkers (because they’re not volunteers but get paid). We’re not even sure we’re legally required to have background checks; if not required by law, though, there’s still the liability issue. Also, should the AMS pay the $75 for each walker?
Jeremy: $75 is not a barrier to employment. The employees should pay.
Elin: Safewalk is a huge financial commitment. Ideally, we should make it volunteer. If we’re paying the walkers, we can’t increase the money we pay.
Uli: We could pro-rate it depending on the hours each one works.
Elin: There’d be a record-keeping issue. We did increase their wages; it’s a good position to have, and regardless of the law, we should require a criminal record check.
Angel said she is more comfortable requiring the check.

Business Update
Uli:
- Putting a second POS in the Pit, for the secondary bar
- An off-licence is possible for the planned brew pub; should consult UBC.
  - Jeremy: Bottling? That would be expensive.
Uli: Cans better. And party kegs.
Jeremy: Toope is on board with our beer.
  - Liquor licensing overall: we’re checking out whether to get our own licence.
  - The new Honour Roll Express is doing well.

**Hiring**
- Jeremy:
  - Sharon Milewski hired as new SASC Manager.
  - Shortlist and interviews for Events Manager.
  - Government Relations position being posted today.
  - Communications Manager in process.
  - Meeting with consultant about the Director of Student Government position; hopefully hiring it for January.

**PAR**
- Jeremy: To Council next week. Hoping to hear back from the lawyer today or Monday.

**Drug Exceptions**
- Jeremy: Meeting with Pacific Blue Cross, TRG, studentcare to work out a fair and prudent system. Extending current exceptions for this policy year and looking at new exceptions for next year. Hoping to get the government to pay through Pharmacare.
- Elin: Claims in the media are baseless. There have been some grey areas in the past; those are now being clarified. This is a very good plan for students.
- Jeremy: Once all this is finalized, we’ll release a statement to respond to the baseless claims.

**Updates**
- Matt:
  - Drafting letter urging Enriched Education to include co-curricular activities.
  - Survey. Maybe in the second week in January.
  - Developing policy on Access/Copyright; working with the University.
  - Services review going forward.

- Angel:
  - AMS Foodbank ran out of canned food; we had to urgently buy more from Costco.
    - Discussion on misuse of the Foodbank by people who don’t need free food. The system is being looked at.
Uli: Do we always buy the food for it, or do we get donations?
Angel: We get donations, but we have money to buy food if needed.
  o UBC’s Suicide Awareness Committee has started.

Sheldon:
  o The EUS is inquiring on how to set up their own incorporated society.

Uli:
  o Looking to use social media sites for guests to review Whistler Lodge online.
    ▪ Elin: Review underway for the Lodge; we’re looking to close it. Doing only minimal spending.
    ▪ Uli: This project will not involve spending significant amounts. Also, with some changes the Lodge can become a good business, maybe in the winter only.

Katherine:
  o Elections.
  o CASA Conference November 12-19.
  o U-Pass: UBCO student issue being dealt with.

Elin:
  o IPF: No Execs applied. Not many applications overall; may reopen in February.
  o Received hundreds of subsidy applications.
  o eCommerce delays for clubs.

Jeremy:
  o Been more a manager than a president lately.
  o Hiring.
  o Business report looks good.
  o Looking at shows for next semester.
  o Student Life looking into talent for Block Party.
  o My assistant is planning for the AGM.
  o You all need to get your stuff ready or done by the winter holidays: transition reports.
    ▪ Sheldon: And quarterlies.
  o GSS review coming in November or maybe January.
  o New SUB:
    ▪ Going to get presentation on food outlets at Council.
    ▪ 90% done on construction drawings.
Tenders.
Confident we’ll come in under budget.
Still aiming to break ground in February (site prep next month).

The meeting adjourned at 3:00 pm.
AMS Executive Committee Meeting
Minutes of November 21, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Matt Parson (VP Academic and University Affairs), Mike Silley (VP Administration), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), David Hannigan (Director of Human Resources), Uli Laue (Director of Operations), Angel Tung (ECSS), Demitri Douzenis (Communications Manager), Anna Hilliar (Events Manager)

Regrets: Katherine Tyson (VP External)

Guest: Anne Kessler (BAFCOM chair)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 2:05 pm.

Introductions
Anna, the new Events Manager, was introduced, as was Demitri, the new Communications Manager.

Minutes
MOVED MIKE, SECONDED MATT:
“That the minutes of October 28, 2011 be approved.”

Gage South
- Matt: Need a strong student presence at the consultations. Can we use 5 or 6 campaign people from the municipal elections to hand out flyers about the consultations? My budget will cover the costs.
- There was general agreement.
- Jeremy: For the future we should hire a street team that would always be available for this sort of thing.
Budget: First Week

• Elin:
  o First Week was way over budget last year.
  o This year we set the same budget but said this time we have to stick to it. At the same time we set aside more money in the Contingency just in case. But First Week went way over again, even exceeding the Contingency: $50,000 over.
  o The Events Department in general goes over budget every year. Concerts lost money this year.
  o We’re looking for a different procedure; maybe send concert plans to the Student Life Committee or the Budget Committee. Block Party, Welcome Back, and First Week already go to the Budget Committee and have to have separate budgets; but all other concerts are just lumped together in the Events budget.

• Demitri: Now that we’ve got a new Events Manager, do we really need to create a new level of bureaucracy?
• Jeremy: There’s only one event planned for second semester.
• Mike: Student Life is not the right committee.
• Jeremy: We’ll work on a comprehensive plan over the next few weeks.

Endowment Fund

• Elin: LPC approved the creation of an AMS Endowment Fund; it will go to Council on the 30th. This is part of the plan to reduce our dependence on the businesses.
• Jeremy: This will involve amalgamating other funds?
• Elin: There’s a problem with amalgamating the Child Care Fund. There are 5 or 6 funds I wanted to get rid of: President’s Fund, Child Care, Events, Insurance, Sustainability. There would be $600,000 from them to start off the endowment. But there was concern about the optics of getting rid of the Child Care Fund, so the first thing will simply be to create the Endowment Fund, create the vision of that. Then in January amalgamate those other funds into it.
• Mike: When does our CPAC childcare commitment end?
• Jeremy: In 2018. It’s a ten-year commitment, and it will continue. But we also created this rainy day fund for child care. People might think it’s the same thing, but it’s not. We’re also planning for a day care centre in the new SUB, to be paid for by UBC. If we can tell everyone this, we can calm people down.

24 Hour SUB

• Mike:
  o A working group has been looking into this since last semester.
Originally the cost was to be $35,000 for custodial and security costs, but we’ve got that down to $7,250; and it may even be less; perhaps only $5,000.

The plan is to open for 24 hours for 10 days, two weeks of weekdays; we’ll still close on weekends.

The dates are not solidified yet.

Would like to pay for it out of the Exec Special Projects fund.

There’s an issue about health and wellness related to students staying up all night, but if they’re going to do it anyway, this will make it better for them.

Also, we can sell food and create revenue.

The whole SUB will be open; even half of Pacific Spirit Place.

- Demitri: How much additional security will be needed?
- Uli: The number of security staff will be triple the amount in daytime.
- Demitri: We can market this effectively as a safe place to come where you can get a late night bite.
- Uli: We will have food available till 2 am; other places that do this find that the demand dies down after 2.
- Mike: This will be a pilot year; we shouldn’t try to do too much. Losses or profits from food sales are not included in the $7,250 figure.
- It was suggested that staff working late should be paid a premium.
- Elin: We have $10,000 in the Exec Special Projects fund; this will be our big project for the year. We could take the money from elsewhere, e.g., from the Events Fund, but that would mean drawing on our savings.
- Jeremy: We shouldn’t be enabling 24-hour study; it’s bad for students’ health and adds to their stress. And if Council wants this, it should come from Council’s money, not the Executive’s.
- Elin: It’s everyone’s money; we’re just figuring out where it’s coming from.
- Jeremy: This is one pool of money the Executive has control over.
- Mike: If we expect demand, can we justify not providing a good place?
- Jeremy: It will be a ghost town.
- Ross: There is demand, but I think it’s a bad idea.
- David: They won’t be able to sleep here.
- Demitri: We’re just saying we’re available whenever you choose to study.

MOVED MIKE, SECONDED ELIN:

“That the Executive Committee approve up to $7,250 from the Executive Special Projects Fund for the opening of the SUB for 24 hours a day for 10 days, December 5-9 and 12-16.”
There was discussion about the dates: Would it be better to start it in the last week of classes rather than the first week of exams?

[Anne Kessler arrived.]  

- It was suggested that BAFCOM had worked a great deal on this and determined that the two weeks of exams were the best time for this.  
- There was discussion about how much money would be required. It was assumed that the businesses would lose money, so the total cost would be $9,000 for two weeks.  
- There was a suggestion that it be done for one week and then if that went well continue for a second week, but it was thought that employees should know for sure about working these shifts.  
- Anne: Since this is only a trial, we could do it just for one week, and then next time do more if this goes well.  
- There was discussion of which businesses would stay open. It will only be Pie R Squared, staying open to 2 am, an extra two hours beyond normal closing time for them.  
- Demitri: If we’re doing it, let’s do it full on and not shut down at 2 am.  
- Mike: We’ll call it extended hours for food (until 2 am), with the building open 24 hours.  

An amended version of Mike’s motion was put forward, making it a 5-day opening costing $4,500:

**MOVED MIKE, SECONDED ELIN:**

“That the Executive Committee approve up to $4,500 from the Executive Special Projects Fund for the opening of the SUB for 24 hours a day for five days, December 5-9.”

... Carried

Noted against: Jeremy  

It was agreed that a motion is no longer needed at Council, but an update should be made to Council.
Hiring
- Elections positions posted.
- Government relations position going to shortlist. Kyle to be involved. Hiring after the holidays.
- New Events Manager.
- New Communications Manager.
- SASC staffed now.
- Elections Administrator hired.
- Speaker of Council hired.
- Director of Student Services: Working with consultants.
- Pit Manager: Going through applications.

BC Renters
- Matt: A coalition of renters has been formed and is looking for endorsements. We should partner with them for affordable housing.
- **Action Item**: Matt to take this to Unecorn with a view to creating a policy to go to Council.

Occupy UBC?
- Uli: There are rumours that Occupy Vancouver may move to the campus, which might have an impact on the SUB.
- Mike: They probably won’t come here.

Art Collection
- Elin: There may be opposition to selling the art collection, so perhaps we might sell just the most expensive painting, by E.J. Hughes, and put the money from that towards an art fund for buying more art or funding student art shows. We can grow the collection this way.
- Jeremy: We don’t want to grow the collection.
- Elin: Other works we might want to sell we understand are likely to increase in value over the next decade, so it would be best to wait with them.
- Jeremy: We shouldn’t have a $2 million art collection and we shouldn’t be acquiring new art while cutting budgets and struggling to maintain services.
- Ross: We could use the money to support student art.
• Mike: I’d be okay with selling but only if the funds go towards art.
• Elin: It’s a benefit financially to sell, but it would mean downsizing our art commitment.
• Jeremy: Selling the art would make it more public; we rarely display it.
• Ross: All this should wait for our strategic plan.
• Elin: We should sell that one piece.
• Sheldon: Any selling of our art will have to go to referendum or a general meeting.

Updates
• Elin:
  o Budgeting.
  o Endowment.
  o Strategic planning.

• Matt:
  o Consultation re Gage South.
  o Enriched Education: co-curricular.
  o Housing forum went pretty well.

• David: Hiring.

• Ross:
  o Final construction drawings for new SUB.
  o Hiring.
  o To AMICCUS conference later this week.

• Angel:
  o Externship starting.
  o Tutoring has lost an instructor.
  o Is it okay for Speakeasy to distribute hot chocolate?
    ▪ Some discussion of this.

• Uli: Businesses doing well.

• Demetri:
  o Painting the office.
  o Meeting people.
THE ALMA MATER SOCIETY
OF THE UNIVERSITY OF BRITISH COLUMBIA VANCOUVER

AMS Student Society
6138 SUB Boulevard
Vancouver, BC V6T 1Z1
www.ams.ubc.ca

- Sheldon:
  - The EUS is going forward with plans to create an independently incorporated society similar to the GSS or the Ubyssey Publications Society.
    - It was agreed to discuss this issue further at the next Exec meeting.
  - Talking to the new Elections Administrator about using Simply Voting, as recommended by the last Elections Administrator (Erik).
    - Elin: We’re getting Erik in to liaise on this. Could buy from Simply Voting, get a license, even if need to rent from them still this year the way we did last year.

- Mike:
  - Shinerama cards at the outlets, asking customers to donate 25 cents each.
  - New SUB:
    - Small changes.
    - Board 3 soon.
    - Colour issue: range narrowed, good progress.

- Jeremy:
  - In Ottawa.
  - Met execs at University of Montreal.
  - We’re the biggest student union.
  - Helsinki student union impressive.
  - CASA voted to bring the GSS in as an independent member.
  - Hiring.
  - Feels renewed vigour for transition.
  - Strategic Planning.
    - Ross: Looking at a 5-year horizon in relation to the new SUB. On the operational side, not governance.

Water machines
- Demitri: Water machine people coming tomorrow. Talk of expanding and putting screens on them (for advertising).
- Elin: Spoke to Zoom Media about advertising, but they’re not able to do it. Now the idea is for us to do it on our own.

The meeting adjourned at 3:55 pm.
Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Matt Parson (VP Academic and University Affairs, arrived 1:25), Katherine Tyson (VP External, via phone), Sheldon Goldfarb (Archivist-Researcher), David Hannigan (Director of Human Resources), Uli Laue (Director of Operations), Angel Tung (ECSS)

Regrets: Mike Silley (VP Administration), Ross Horton (General Manager), Demitri Douzenis (Communications Manager)

Guest: Keith Hester (Director of Finance)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 1:05 pm.

Agenda
The agenda was agreed to by consensus.

Budget
- Elin: Businesses doing well; looks like we’ll have a small surplus at the end of the year, unless Block Party loses a lot of money.

Engineering Undergraduate Society
- Elin: We should develop a policy concerning the EUS’s plans to incorporate as an independent society.
- Jeremy:
  - Amanda Li and Andrew Carne spoke to me months ago about the implications of separation, and we discussed AMS relations with CI TR and the Ubyssey Publications Society. I expressed a wish that this not go forward.
  - It was dropped for a while, but it’s back now; the current EUS Exec is moving it forward; Amanda and Andrew are still involved, especially on the building side.
They’ve sought out independent legal advice.
- I still think it’s not a good idea; they’re opening themselves up to extra work and liability. It also creates liability for us.
- The AMS has a contract for the new Engineering Social Centre; I’m not sure UBC will be comfortable transferring it to this new group, so we’d still be the ones on the contract.
- EUS assets would remain with us.
- They’d have to have a new meeting of their students to approve this.

- **Elin:** I think they’re going to referendum in February.
- **Jeremy:** They’re not asking about the assets.
- **Elin:** My concern is with the general direction. The CUS will be sure to follow.

**Action Item:** Meeting to be arranged between the EUS Exec and Elin, Keith, Ross, and Jeremy.

**Hiring**
- Government Relations positions: shortlisting.
- Matt and Katherine’s hirings going through Payroll.

**Union**
- Collective bargaining with the Security employees to begin December 5 and then continue for three days in January. Hopefully to be done by January 5.

**Pacific Spirit Place/Theft**
- Reports of increased theft, pickpocketing at PSP.
- Nancy has talked with Fred, the PSP manager, to discuss what we can do. Our reputation is at stake.
- We’re telling vendors on the Main Concourse to press charges re theft.
- Theft is up; we’re watching things carefully.

**Special General Meeting**
- **Elin:**
  - Discussed a bit at Council.
  - Speaking to the coordinator of the Student Leadership Conference; they will have about 1,100 students attending; it’s a sure way to get quorum.
  - Logistics: have to make sure it’s open to all.
  - Thinking of two questions:
Whistler Lodge: Waiting for the consultant’s report, but it’s not looking good; looks like the best strategy is to sell it.

- Art Collection.
  - Need to call the meeting at the November 30 Council meeting.
  - In the discussion at the last Council meeting, there was no opposition to the idea, and Kyle at LPC said this was something to come from the Executive.
  - SLC is not happy we already discussed this in public, and now it’s not sure they’ll agree to the meeting during their conference.

- **Action Item:** It was agreed to meet with the SLC people to discuss this further and offer to contribute $2,000 from the Executive Special Projects Fund to cover the costs of the meeting.

- Matt: There’s an optics issue. We need a communications plan so this isn’t a secret meeting. We don’t want people saying we hijacked a meeting to push through controversial motions.
- Elin: The plan is for open houses in December and information sessions in January.
- Matt: It costs $30 to get into the SLC; we can’t charge people to go to a General Meeting.
- Elin: We have to make sure the general meeting can be done legally by Robert’s Rules. If we don’t resolve that, we will revisit the idea or cancel the meeting.
- Sheldon: Will it still be only 15 minutes long?
- Elin: We have to work out the logistics.
- Matt: High school students will be attending the SLC. How do you keep them from voting?
- Elin: We have to work out the logistics. We will have to have a system for identifying UBC students. Maybe we can have the lunch hour and not just 15 minutes. I’m not sure we can pull this off.
- Matt: We need an awareness campaign, or it will seem like we’re trying to pull a fast one.
- Jeremy: If this works well, it could become a regular thing, a way to engage a thousand students every year.
- Elin: The SLC team doesn’t want the General Meeting to take over the conference itself.
- Sheldon: A third question would be the bylaw amendment to reduce quorum.
- Elin: That had lots of opposition in the referendum last time.
- Jeremy: Not many will care about the loss of Whistler Lodge.
- Uli: You can still provide a service, affordable accommodation in Whistler, booking hostels without us running a lodge ourselves.
• Sheldon: The VOC and the Ski and Board Club may oppose, as they did when there was talk of closing the lodge for a month during the 2010 Olympics.
• Elin: Not many students actually care.
• Uli: The Ski Club often cancels; there’s not much uptake at the lodge.

Christmas Break
• Party next Saturday.
• AMS will close its doors December 23.

The meeting adjourned at 1:55 pm.
AMS Executive Committee Meeting
Minutes of December 2, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Matt Parson (VP Academic and University Affairs), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), David Hannigan (Director of Human Resources), Uli Laue (Director of Operations), Angel Tung (ECSS), Demetri Douzenis (Communications Manager)

Regrets: Katherine Tyson (VP External), Mike Silley (VP Administration),

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 1:35 pm.

Agenda
The agenda was approved by consensus.

Minutes
MOVED MATT, SECONDED ELIN:
“That the minutes of November 21, 2011 be approved.”

… Carried

Shinerama
• Jeremy: Staff asking about the Shinerama Roundup program.

Food Carts
• Jeremy: Mike is off sick. He sends word that there is a union meeting scheduled about the food carts issue.

CASA
• Matt: What are the budgetary implications of the CASA decision?
• Jeremy: We probably won’t send anyone to the March conference; we’ve informally informed CASA of the decision not to go to full status.
Elin: What if they ask us to stay as an associate member?
Jeremy: They won’t.

Transit
Matt: The second phase of the UBC Line consultation will be happening in the New Year.
Jeremy: We’re looking for a strong student presence at the consultations.
Elin: It would make more sense to focus on lobbying instead of getting students out to meetings.
Jeremy: We will have no leverage with TransLink until we get students out and go to the media.
Elin: That won’t work this time. Last year we bused students to the meetings, but we don’t have the money this year, and if we don’t get a big turnout it will look bad. It’s better to pass a policy, Council motions. January is not a good time for student turnout.
Matt: January and September are preferred times for student turnout. We can do lobbying too, but …
Elin: We’ll be busy with the All-Presidents Dinner, the Student Leadership Conference …
Jeremy: This should go to Uncorn. In January we’ll have a Government Relations Officer to work on this, and we already have a Communications Manager.

Referendum
Elin: No Special General Meeting this time around with the SLC. Instead, we can go to referendum. Several possible questions:
  o Fee question: Fee for UBC Ombudsoffice; maybe something on the CPAC fee (the Student Spaces Fund).
  o Bylaw question to create an Endowment Fund.
  o Bylaw amendment on quorum.
  o Bylaw amendment on Executive turnover (changing the date from February to May).
  o Art Collection question.
  o Whistler Lodge question.
Jeremy: We won’t have as much need for the Student Spaces Fund; we haven’t used all the old CPAC funds, and now that it’s indexed to CPI, any reduction will be made up in five years. We can introduce the Ombuds fee while reducing the Student Spaces fee; altogether that will mean a net reduction of what students pay in their AMS fees; this will help get the Ombuds fee passed.
• Elin: We can also lower the External Lobbying Fund fee. It’s too high now that we’re not going to be paying for CASA.
• Sheldon: This would also be a chance to modify the terms of the CPAC fund, to broaden it.
• Elin: Yes.
• On the issue of whether a change of Executive turnover dates should apply to the current Executive, it was agreed that that would look like a conflict of interest.
• **Action Item:** A working group to be set up consisting of the Executive, Demitri, and Sheldon on the referendum. Council members to be invited as well. The bylaw questions should be sent to LPC; the other questions can be drawn up by the working group.

**Web Presence**

• Demitri is asking for information about the various web pages we maintain so we can create some coherence and get rid of out-of-date material.

**Council Meetings**

Jeremy:

• January 11:
  o Louise Cowin, the new VP Students, to come say hello.
  o Andrew Parr may do an update on student housing.
  o Referendum questions.
  o TransLink advocacy.
  o Strategic Planning.
• Later meetings:
  o January 25: rebranding discussion.
  o February 1 and February 15. (Can’t be 8th and 22nd, because February 22 is during Reading Week). And February 29 is the AGM.

**Union Bargaining**

• David: Bargaining with the security guards beginning December 5, then January 3-5. Hoping for a contract by then.

**Hiring**

Jeremy:

• Elections Committee hired.
• Government relations position: short list soon.
• Director of Student Services: Meeting consultants December 14. Interviews in New Year. Hopefully hire before we leave office.

Elections
• Nominations out.
• Jeremy: Make time for people interested in your position. Let them know what the job entails.
• Elin: We can make videos in which each Exec talks about their portfolio to get people to know what we do.
• Jeremy: And to let them know what the issues are. I will be sending an email this weekend about the 24 Hour SUB and things like this.

Holidays
• Office closing December 23 until January 3 or 4.
• Jeremy: Christmas card system needs reforming: who are we sending cards to? who should we be?
• Party Saturday; lunch for permanent staff Monday.
• David: There’s also been a discussion of a December 16 get-together. Maybe the Exec could contribute money for pizza.
• Elin: There’s money in the Exec Special Projects Fund.
• Jeremy: Maybe gift baskets too?
• Ross: But then who would get them?
• David: It could be a raffle.
• Jeremy: We can spend $500 on this.
• David: The Executive should also attend.

Updates
• Elin:
  o Talking to a lawyer about the Endowment Fund.
  o Looking for a name for the new e-Com system.
    ▪ One suggestion: AMS Central.
  o Sending updated budget to Council.

• Matt:
  o RCMP meeting about SOL’s.
  o Services Review.
Housing forum produced some ideas.

- Ross:
  - BCIT launching a student leadership conference; will probably contact the Exec..

- Angel:
  - Looking at emergency procedures for obtaining food for FoodBank; hoping to go through our regular suppliers to keep it in-house.
  - Minischool may expand its course offerings.

- Uli:
  - Businesses did well in November, especially Blue Chip and the Honour Roll. Catering and Bookings were a bit down.
  - Social media for the Pit going well; Pit Night at capacity.
  - The RCMP is requesting that we notify them every time we discover a fake ID.
  - The Pendulum closing has been delayed till February because of a liquor license issue.
  - Groundbreaking for the new SUB has been pushed back too, until February 29, the same day as the AGM; that will also be the day of the new Pendulum/Gallery opening.
  - Honour Roll Express is bringing in about 10% of the Honour Roll’s revenue. Its offerings may be a little limited, but it’s doing what it was intended to do: cutting down the lines at the Honour Roll.
  - Bernoulli’s: we’ll have to look at efficiencies.

- Demitri:
  - Devising internal and external communications strategy:
    - Launching an internal bi-weekly newsletter and an institutional calendar.
    - Externally looking at strategy on the Web, but waiting for the rebranding process.
  - Looking to connect silos, integrate everything into one look and feel.

- Sheldon:
  - Just got the new edition of Robert’s Rules, which has interesting sections on electronic meetings and precedent.
Jeremy:
- UBC among the top 5 in raising money for Movember ($38,000); Canada was number 1 in the world.
- 24 Hour SUB next week.
- Been working on referendum, CASA, hiring.
- Elections are next.
- Speaking to the VP Students about a policy change to allow Executives to withdraw from courses without penalty and be granted full-time status.
  - Sheldon asked about lobbying them to get discounted UBC courses for AMS staff.

IPF
- Elin: IPF didn’t get enough applications; there’s money left over. We wanted to have a second round next term, but the University said that’s not in the contract.
  - Sheldon to dig out the contract.

The meeting adjourned at 3:15 pm.
AMS Executive Committee Meeting
Minutes of December 9, 2011

Attendance
Present: Jeremy McElroy (President), Elin Tayyar (VP Finance), Katherine Tyson (VP External), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), David Hannigan (Director of Human Resources, arrived 1:40), Uli Laue (Director of Operations), Angel Tung (ECSS)

Regrets: Mike Silley (VP Administration), Matt Parson (VP Academic and University Affairs), Demitri Douzenis (Communications Manager)

Guests: Keith Hester (Director of Finance), Anna Hilliar (Events Manager)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 1:10 pm.

Agenda
The agenda was approved by consensus.

Minutes
The minutes of November 25, 2011 and December 2, 2011 were approved by consensus.

Part-Time Permanent Staff
- Keith reported on plans to give the 33 part-time permanent staff a health and dental benefits package equivalent to the student health and dental plan. They are currently not eligible for the plan that the full-time staff get. The cost would be between $2700 and $6700, beginning January 1.
- There was general agreement to go ahead with this.

Wage Structure
- Keith reported that with the new $10.25 minimum wage beginning May 1, we are reworking our pay structures on the business side and building them into the budgets.
Block Party/DayGlow

- Anna: The Student Life Committee is interested in having Block Party be a DayGlow Paint Party, with circus performers; it would be a huge show and a big departure for us, and there are many concerns:
  - Ethical concerns about turning Block Party into a giant neon wet T-shirt party.
  - Health and safety issues.
  - Insurance issues.
  - Having to convince UBC to allow MacInnes Field to have paint sprayed on its grass (though it’s supposed to wash off easily).
  - Unclear profit split between DayGlow and the AMS.
  - Their production manager would be paid $4200, which seems high. There would be a $40,000 to $50,000 budget for DayGlow (they’d help with advertising; I’m not sure if Student Life thinks this is a way not to lose money).
  - It’s not clear if we would have to pay for their circus performers
  - Unclear about choosing DJ’s.
  - How much will this remain ours? Are we hiring them to put on the party? Would they do it every year?
  - Security, licensing.
- Jeremy: According to the budget, tickets would be $40. That’s too high. It was supposed to be around $25.
- Katherine: If we drop the ticket price, how much profit would be left?
- Uli: An event with participants only in T-Shirts? It will be cold.
- Jeremy: Block Party is not a night party; we won’t get Vancouver people during the day.
- Elin: I’d approve this only if they paid and took all the risk, but I don’t like it.
- Jeremy: Me either. If acts cost more than estimated, we lose all profits.
- Anna: What if Student Life says they want to do this?
- Jeremy: We’d have to go to Council for this big a change. It’s three times more than I want to charge for tickets. It makes it an inaccessible party. We want to benefit students.
- Anna: I want to do an accessible party.
- Elin: If they want to do it another time and take all the risk, there’s no reason they couldn’t do it here.

[Anna and Keith left.]
Referendum

- Planning meeting Monday, possibly at noon: Jeremy, Katherine, Sheldon. To draft questions. Also have to arrange with the Elections Administrator, speak to Demitri.

Hiring

Jeremy:

- Government relations position: setting up interviews.
  - Katherine: Will the Extraordinary Hiring Committee be involved?
  - Jeremy: They expressed no interest. Kyle has helped with the shortlist.

24 Hour SUB

- Uli: It’s been quiet. Wednesday was the busiest, but even then a range of zero to 8 people in the building after 1 am. Pizza revenue of $6 - $18. Not a lot. Students don’t know about it; they’re surprised to find out that we’re open. On the plus side, there were no incidents. Lack of promotion may have been the problem.
- Jeremy: There are definitely more people at Irving. Other buildings were open, we were late to the game, and we don’t have the most luxurious quarters; also we had no food after 2 am, and we don’t have outlets for laptops.

Elections

- Nomination forms out.
- Jeremy: Working to film little vignettes: 30-second videos about what each of us Executives does. Working on scripts; we’ll post them online. We can produce an information booklet for candidates.
- Sheldon: There could be an Information Meeting early in January.

[David arrived]

Updates

- Sheldon:
  - In the Ubyssey spoof issue yesterday, supposedly lecturing on cannibalism.
  - Advising the GSS on their constitution; there’s a reference in it to “consolers”: probably a typo for “councillors,” but it seemed like an interesting position to have.

- Uli:
Businesses a little slow this December, but still waiting for numbers from Catering.
Concerns about theft in the building: club offices.
Collective bargaining has begun.

David:
New payroll form; collecting more personal information, including emergency contact names.
References system: requests should go through HR. Individuals should not be doing them.
Part-time employee handbook underway; hope to get it to LPC by February.
Strategic Planning: Glenn Wong is going to come in. Aiming for the plan going to Council on January 11.

Angel:
Suicide awareness meeting for January.
Minischool: Second wine tasting class: is 8-10 pm okay for it?
  Jeremy: Beer tasting is then too.
Coordinators are holding meetings by appointment only this month.
Invoice issue re Safewalker radios.
  Jeremy: Call the head of Campus Security.
  Ross: I can’t believe UBC is charging us at all for this.
  Jeremy: I’m discussing this with the VP Students.

Katherine: WTF Campaign.

Elin:
The IPF Committee decided to have two rounds a year; there will be a second round in February. Also going to be talking to UBC about getting all the money.
Subsidies.
Talking to the UBC Director of Sustainability about water-filling stations across campus and looking at putting TV screens on the filling machines. This could be huge for AMS programs and advertising. We’re offering to pay for the machines.
UBC Farm: New developments. May put student housing there. For Land and Food students.

Ross:
Strategic Planning and the Endowment Fund.
Canadian Student Horizons Group (Travelcuts).
Thanks to Cathy Chaye (Administration Office), who’s leaving today.

- Jeremy:
  - Appeared on Shaw Connect TV talking about student issues, rapid transit. Maybe on again next semester.
    - David: Get this on the website.
    - Jeremy: Yes, we should have many more press releases, on the Endowment, on transit. We should get in the habit of press releases.
  - Tying up loose ends.
  - Subsidy applications.
  - Working on an MoU with the UBCO students so their exchange students here can get U-Passes.
  - Hiring the government relations person.
  - Tidying up my CASA job; probably stepping down, given the recent decision by Council.
  - Possible Code changes re funds.
  - Events for next semester.
  - Conversation about a Kickstarter website for projects.
    - Elin: I’m working with Chad on that. Also working on having one site for all available UBC funding.
  - IPF: get applications in; use that money.
  - Finalized the new funds; contract for international projects.
    - Sheldon: Make sure signed versions of contracts come to the Archives.

The meeting adjourned at 2:25 pm.
AMS Executive Committee Meeting
Minutes of December 16, 2011

Attendance
Present: Jeremy McElroy (President), Mike Silley (VP Administration), Matt Parson (VP Academic and University Affairs), Katherine Tyson (VP External), Angel Tung (ECSS), Ross Horton (General Manager), Sheldon Goldfarb (Archivist-Researcher), David Hannigan (Director of Human Resources), Uli Laue (Director of Operations)

Regrets: Elin Tayyar (VP Finance), Demetri Douzenis (Communications Manager)

Recording Secretary: Sheldon Goldfarb

Call to Order
The meeting was called to order at 1:15 pm.

Agenda
The agenda was approved by consensus.

Minutes
MOVED MIKE, SECONDED MATT: “That the minutes of December 9, 2011 be approved.”

Tuition Consultation
• Matt: UBC’s Provost’s Office has made its new proposal for tuition; consultations are going on. Under our tuition policy, we are bound to make a submission. Should we join with the ISA and the GSS in doing this? Last year there was different messaging, which caused problems.
• Jeremy: Makes sense. We’ll oppose the 3% proposal for international students, though we recognize that UBC is keeping to what they said last time; the problem is that what UBC is doing will create differential tuition even among international students, depending on when they started. We said great when they promised to guarantee rates for those already here, but if new students pay more, that creates a two-tier system.
• Sheldon asked about UBCO.
Jeremy: Our policy accepts increases for inflation. UBCO’s students are against any tuition increase, period; in fact, they’re against tuition, period. It’s not worth approaching them.

Sheldon: Our policy also says we’ll seek a reduction if it’s possible.

Jeremy: Yes, following the referendum, we will say to the University: If you don’t have to charge us more, please don’t.

Meanwhile the University is going to ask for a one-time lifting of the 2% cap to increase fees substantially more than that for students in certain professional programs (Law, MBA) and marginally more than that for Medicine and Graduate Studies. They’re seeking increases of 5-25%.

We don’t like this; we’ll be doing advocacy about it.

UBC will be presenting to Council on tuition at the January 11 meeting.

Council Meeting

Jeremy: On the agenda for January 11:

UBC’s tuition presentation.

Andrew Parr presenting on student housing (either the 11th or the 25th).

Glasford and Walker presenting preliminary sketches for organizational branding.

Referendum questions.

Strategic Plan presentation; motion January 25 or February 1.

Referendum Update

Jeremy:

Questions to Council.

Using Simply Voting; setting things up with Demetri. Easier for voters to use; less ballot fatigue; they just scroll down instead of clicking.

Questions:

One-time decrease in CPAC. This is because the amount in CPAC has grown because of an increase in the fee and the end of pro-rating. We’ll bring it down $2 after the CPI indexing, so it will be $14.08.

$1 of the decrease will go to an Ombuds Fund that can be used for the UBC and AMS Ombuds offices. We won’t tie ourselves to giving it all to UBC; we’ll work out a side agreement on that.

So overall there will be a $1 decrease.

We can tell students they’re getting a $1 reduction and a campus Ombuds office.
The Alma Mater Society
Of the University of British Columbia Vancouver

AMS Student Society
6138 SUB Boulevard
Vancouver, BC V6T 1Z1
www.ams.ubc.ca

Bylaw questions:
- Reducing quorum at general meetings.
- Moving Executive turnover to May 1 and Executive elections to sometime before March 15 (leaving the starting time open for flexibility).
- Entrenching the new Endowment Fund in the Bylaws to make it almost impossible to spend the principal.

Selling pieces of art, mainly Group of Seven paintings, which are liabilities more than assets. We’d like to use the money from that to support campus art; that will be our messaging, and we’ll put something in Code. The question will just say the money will go to the general Endowment Fund.
- Sheldon: Elin’s email suggested he only wants to sell one piece.
- Jeremy: We’d like permission to sell up to three; we may only sell one.
- Mike: Shouldn’t we be specifying which ones?
- Jeremy: We’ll run this by the lawyers; they may say we have to specify.

Selling the Whistler Lodge. This is on the recommendation of the consultants, whose report says it will be impossible to turn a profit there and it’s best just to cut our losses and sell the land.
- This question may be the hardest to pass; people have an attachment to the lodge, even though it’s not actually serving very many students.
- We will sell the benefits of the Endowment.
- Matt: It’s possible to structure something with other student unions to provide a service for students wanting to go to Whistler.
- Mike: That would be less of a cost; there’d be no maintenance costs for a lodge; we would just arrange to book rooms.
- Jeremy: Or we could just work harder to get UBC discounts at hostels.

SUB Access
- Uli: A broken door that used to allow people to get into the SUB after hours has been fixed. This raises the question of whether we should provide late night access to the Executives. Should we give you keys?
- Matt: It would be a convenience, though I can see there may be security issues.
Mike: People can already stay if they let the Proctor know. Having keys is just an extension of that.

Ross: Currently, the Proctor knows who’s here, but with keys people could come in without notifying the Proctor. Do you need to be here at 4 in the morning? When you’re here, we have liability for you.

Mike: There were half a dozen times when I could have used a key: I was working late and wanted to go out to get something to eat, but if I did, I would have been unable to get back in.

Jeremy: I personally don’t want a key. People should go home and sleep. But let’s vote on it:

“That the Executives be given keys to the SUB.”

... Carried

WTF

Jeremy:

- Katherine and I were at SFU downtown to meet students from SFU, UVic, Capilano, UNBC, and Fraser Valley to plan strategy for the upcoming provincial budget and a possible election. We have a cheeky campaign planned for Valentine’s Day (Speech from the Throne day); we’ll do a tie-in with Valentine’s Day. We’re preparing a petition to ask for three things:
  - Reduction or elimination of interest on student loans.
  - Reintroduction of needs-based grants.
  - Reintroduction of adequate funding to postsecondary institutions.
- We’ll be organizing events in January.
- It’s exciting: we’ll be arranging combined communications.
- We’ll be organizing lobby conferences at the end of March and build on the momentum for the November budget consultations.

Updates

Matt:

- Tuition consultation.
- Gage South: consultations again, beginning in February, with a public forum at some point as required by the province. Two possible dates for the forum: April 25 or mid-September. April 25 would be in the middle of exams.
  - The Executive said to push for mid-September.
- Finalizing the student survey.
- Mike:
  - Shinerama Roundup brought in slightly over $500; not as much as expected.
    - Jeremy: That’s 2,000 donations, which is actually pretty good.
    - Mike: Blue Chip brought in the most.
  - Catching up after being ill.

- Ross:
  - Disruption Marketing consultant (to deal with the disruption that will be caused by the new SUB construction).
  - Preparing for collective bargaining.
  - Recruitment for Director of Services.
  - Looking at the legal side of the Endowment Fund; tax planning; the CRA.
    - Matt: Anything new from the CRA?
    - Ross: No. We’re still filing as a non-profit and waiting to see what happens. We have heard that the CRA is looking at not-for-profits across the country.

- Angel:
  - How thank donors for Food Bank Christmas hampers?
    - Something on our letterhead was suggested.
  - Externships (one-week internships): Extending the application deadline; have to promote them more; have received only five applications for six positions.
    - Jeremy: Have you sought assistance from UBC Career Services?
    - Angel: There’s a concern that Career Services may want to take this idea from us.
    - Jeremy: I can mention the program in the email blast next term.

- Uli:
  - Been reviewing video recordings from the area hit by thefts (three club rooms on the Lower Level). Tedious and nothing conclusive, but the thefts were probably not done by means of a key; someone seems to have crawled along the ceiling tiles. Our video system is antiquated; the surveillance policy also needs updating.
  - Security Manager’s office has a phone now.
  - Alcohol was discovered in club rooms, which is not allowed. The brewing club can make their beer here, but not drink it. Other clubs should not be storing liquor, except for an upcoming SOL function.
  - Interviewing for the Security Manager position and the Pit Manager.
David:
  o Rolled out part-time benefits program, and people were thrilled.
  o The marketing people are now being paid.
  o There was an issue with someone hired for the Elections Committee.
    ▪ Sheldon: A question also came up about bonuses for them doing referendums. They used to get bonuses, but did the new Tier system remove those?
    ▪ David to look into this.

Sheldon:
  o Drafting referendum questions.
  o Looking into why the CUS pays $140,000 a year to the Faculty of Commerce (it’s from the 1999 referendum which raised CUS fees from $16 to $266). Still couldn’t find a contract, though.
  o Getting in the AMS registration to Victoria for 2010. When I submitted the registration form and fee for 2011, they said we never submitted for 2010. But that’s done now.

Katherine: Hiring, WTF Campaign, prepping for January.

Jeremy:
  o Three of four interviews done for the government relations position.
  o Director of Services on the horizon.
  o Finishing subsidy form: 130 students applied for the AMS subsidy, far less than the 1300 we anticipated. Will reopen this in January.
  o UBC has agreed to reopen the IPF.
  o Clubs Benefit Fund not getting many applications.
  o Finalizing wording for the Athletics Benefit Fund.
  o Strategic Plan and new branding: cool new innovative stuff.
  o WTF Campaign and lobby days at the end of March.

Great Trekker Award
  o Jeremy: Usually this is given at the All-Presidents Dinner in the fall. This year the dinner is on January 9, but it doesn’t look like there’s time to get the Great Trekker done for then. I’ve suggested combining it with Just Desserts later in the term.
  o Mike: Do it with the AGM and the new SUB groundbreaking.
  o Jeremy: That’s possible, but Just Desserts is already an awards ceremony and is well attended. And it will be nicer to be at Cecil Green House. I’ll be working with the
Alumni Association for nominations over the break and then will circulate possibilities.

Next meeting
- Jeremy: We’ll stick with this time for the first meeting next term, so it will be Friday, January 6 at 1 pm, but we’ll have to check schedules to fix a regular time after that.

The meeting adjourned at 2:25 pm.