

**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 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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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.”

... Carried

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.

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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.

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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:
 - 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.
 - We'll get to use the Thunderbird logo; we're looking at other logos.
 - 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

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- approval mechanism for clubs selling to the public; they want us to pay a 7% royalty on merchandise using the UBC name.
- o SAC could devise a policy.
- o UBC also wants all new clubs to not use UBC in their names, except perhaps if they say AMS at UBC.
- o They seem to be concerned about liability or their public image.
- o 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:
 - o 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.
 - o 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.
 - o 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.

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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:
 - We give them almost \$1 million a year.
 - 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.
 - 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.
 - Athletics is conducting a review and may eventually take responsibility for our athletic clubs, which would give those clubs access to facilities.
 - 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.

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- 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.

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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

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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.]

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

- Elin:
 - Meeting with Health and Dental consultants and Studentcare.
 - 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.
 - 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.
 - Sustainability contest.
 - Two SEEDS groups doing a survey to see what students want done with the new sustainability fee; another group is looking at our footprint.
 - 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.
 - Should look into insurance possibility re SOL liability.

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

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

- Sheldon:
 - Quorum for the referendum will be 3764.

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- Jeremy:
 - 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.
 - Referendum.
 - Orientation and weekend retreat for Exec.
 - WOW: developing programs.
 - Strategic Plan/Framework/Values.
 - One-on-ones with new Councillors.
 - Working on better integration with the GSS.
 - Liquor control strategies.

Next Meeting

The next meeting has yet to be scheduled..

Adjournment

The meeting adjourned at 4:17 pm.

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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 poster spree this weekend.
- Handing out flyers, answering questions.

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- 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.

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- CASA delegates staying at the Best Western downtown.
- CASA schedule:
 - Monday, March 14: Plenary, President Toope coming.
 - Tuesday: SUB during the day for discussions; later a Games Night.
 - Wednesday: Robson Square during the day; at night the year-end banquet and then Pit Night.
 - Thursday: Closing plenary in the SUB (or perhaps elsewhere).
 - 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:
 - Checking SUB subsidy.
 - Discussions with UBC re exterior of New SUB. Our committee wanted terra cotta and a sawtooth roof, but there's been pushback.
 - 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:
 - 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.
 - Informal Learning Space Committee.

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- 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.

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- 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.

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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.

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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?

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- 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.
- Jeremy: UBC Security.
- 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.**

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[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.

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- 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

- Jeremy: No money for this. Maybe book the Chapman Learning Commons. Sunday, March 20 on campus.

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.

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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

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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.

[Matt arrives; Nancy leaves.]

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.

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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.

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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.

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- 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.

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- 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.

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- Matt:
 - 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.
 - 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.
 - Teaching evaluations: we're drafting letters to the Constituencies; trying to develop a list of benefits provided by having the evaluations.
 - 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.
 - UBC Housing Action Plan: Public consultation April 4.
 - Meetings on the new summer semester plan.
 - Portfolio review of VP Academic.
 - Global Fund: pool of money for international initiatives, related to our new International Fund; guidelines need to be developed.
 - 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.

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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.]

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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 Ubysey, has been pursuing this.
 - We want to intervene on his behalf to support making the Properties Trust's documents (e.g. leases) public.

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- 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.

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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.

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- Jeremy:
 - FOI issue.
 - Seeking feedback re Director of Student Government Support.
 - Meeting with Councillors individually to discuss plans, budget, etc.
 - 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:
 - 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.
 - 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.
 - The UBC Administration have named someone who would serve on an eventual committee.
 - The process would seek out input from students and residents through town halls etc.

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- 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.

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- Business promotional plans going ahead for September.
- 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.
- SUB Design deadline coming up for signing off.
- Point of Sale program has been proposed to the New SUB Committee; aiming for introduction of POS by the end of the calendar year.
- 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:
 - Meeting with the Wrestling Club about their hiring needs.
 - 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.

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- Elin:
 - Attending conference of VP Finances. Six or seven schools; CRA talk, operations, accounting.
 - 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.
 - Waiting to meet with Rella Ng at Enrolment Services to figure out our fees and revenues.
 - 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.
 - Meeting about IT in the new SUB: will we bring in new computers? Laptops?
 - 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.
 - Working on system to allow clubs and Constituencies to sell products online.
 - We have a new Fincom vice-chair.
 - 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:
 - LPC has been discussing the DAP fee waiver issue. Kyle was directed to speak to Jeremy.
 - 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.
 - 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

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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.

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- 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.

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AMS Student Society
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AMS Executive Committee Meeting

Minutes of July 8, 2011

Attendance

Present: Jeremy McElroy (President), Matt Parson (VP Academic and University Affairs), Elin Tassar (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).

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- 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.

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- 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.]

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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.

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- 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

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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

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- 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

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- Service, but we thought we'd start by having them form a club, which SAC has approved.
- Looking for funding for them, perhaps from the Clubs Benefit Fund or IPF.
- 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:
 - 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.
 - The long-term plan is to make this a service.
 - This differs from what AMS Security offers; that's just for AMS staff.

Personal Updates

- Elin:
 - E-commerce underway: clubs can sell stuff, memberships, etc. online; this will make us money. Outpost can use it too. Ready for September, hopefully.
 - Working with UBC to centralize all funding opportunities.
 - Auditors were here; there was an issue, but it's been resolved.
 - 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.
 - Working with IT on digitizing the cash disbursement process.
 - CiTR is restructuring, hiring.
 - 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.
 - 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.

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- 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.

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The meeting adjourned at 12:15 pm.

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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.

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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.

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- 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:

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- 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.

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AMS 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:
 - 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.
 - 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.
 - The review is due in October or November.
 - 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.

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- 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 resumé's.

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- 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.

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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.

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- 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.

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- 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:
 - Gage South meetings; Aquatic Centre replacement may be suggested.
 - South Campus Advisory Committee: rearranging density now that the Farm is not included.
 - Arts collegium.
 - Academic Plan: three of the five pillars done.
 - Flox (glorified MUG leaders).
 - Hoping to get student survey put behind UBC's campus-wide log-in for security.
 - 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.
 - 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.

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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.

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- 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

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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.”

... Carried

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.”

... Defeated

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,

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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."

... Carried

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.

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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.

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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:
 - 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.
 - We'll get to use the Thunderbird logo; we're looking at other logos.
 - 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

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- 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.

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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:
 - We give them almost \$1 million a year.
 - 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.
 - 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.
 - Athletics is conducting a review and may eventually take responsibility for our athletic clubs, which would give those clubs access to facilities.
 - 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.

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- 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.

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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.”

... Carried

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.

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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.