Minutes of the AMS Oversight Committee
June 4th, 2015

Attendance

Present: Benj, Robin, Alan, Sam, Viet
Invited: Ian (in Ottawa)
Regrets: 

Recording Secretary: Viet Vu

Call to Order

The meeting was called to order at 5:06pm

Agenda Items

1. Approval of Minutes

   BIRT Minutes from May 22\textsuperscript{nd}, 2015 to be approved and sent to AMS Council \textit{after} correcting grammatical mistakes.

   Moved: Alan           Seconded: Sam

   - Sam fixed the typos.
   - How about old minutes?
   - Viet will ask Sheldon about old minutes
   - LPC is talking about approving old confidential minutes in the next meeting.
   - Let’s talk about that in the next meeting.

   Benj to amend the motion. Alan seconds it. Amendment carries.

   Main motion carries.

2. Oversight Year-Start Report

   a. Especially regarding GOAL SETTING procedures (long term/short term) and performance complaints procedures.

   b. Does the timeline work?
c. Any other missing sections?

d. Present this to Council – ready?

- Benj: what would constitute a case that’s worth following up on?
- Viet: two things: If we can put them in the 3 categories and if there are written documentations.
- Benj: Doing this makes the process very similar to the process in Human Rights tribunal: if they submitted something, that has to fit within what we have and if there is evidence for it.
- Are we going to set out interview teams for complaint purposes: can we do it with the PAI interview team on that executive. Or should we go the other way and say that interview team should not include the designated interview member.
- In most cases, PAI interview team should not be the designated complaint interview person.
- Benj: when the complaint is against the entire Exec Comm, it’s unclear whether we have to interview all executives or not with the way the report is worded.
- Alan: change it to “the executive director will also be interviewed”
- Benj: we’re an investigative board and an advisory board so I like it.
- Viet is explaining the goals
- Viet: for executive duties, wait until LPC is done
- Benj: Veronica has talked with Benj, it’s on the next LPC meeting. Difficult for bylaws.
- Viet: We might have to stick with old Bylaws.
- Alan: If bylaw is changing then we should just specify that in Oversight report.
- Benj: Or bylaw effect date is set.
- Viet: 40/3 is an irrational number
- Benj: Did you just say 40/3 is an irrational number
- Viet: I stand corrected.
- Alan: Exec comm - do they have to be at the entire meeting to be counted as 1?
- Viet: Yes.
- Alan: If report to happen online: part of Council. So let’s add that for Council?
- Viet: It’s already accounted for in the duties.
- Alan leaves at 5:48 for a midterm.
- Secret in camera minutes only available to future committee meetings.
- Should we do an online vote instead to approve this report once the changes discuss are made.
We should.

Whereas the Year Start Report is written and extensive discussions took place regarding the Year Start Report,

BIRT Oversight Committee accepts the Year Start Report, adopts the performance review framework as written in the Year Start Report and send the Year Start Report to AMS Council.

Moved ________ Seconded ________

Deferred for an online vote.

3. Interview Dates for Executives

   a. Let’s set interview dates or at least aim for an interview date. Viet can do a 4pm or a 5pm (8am or 9am in Japan respectively) for interview. Can also do later but may not be preferable.)
   
   • Let’s do 5pm that seems to work for everyone.
   • Viet to go on Exec Comm agenda Tuesday two weeks from now.
   • Viet is willing to skype in from Japan.
   • Sam: training for interviews – training for interviews. Sam would like some helpful tips.
   • Viet to compile those and also create a check list.

4. Other businesses

Adjournment

Since there is no further business the meeting was adjourned at 6:06pm.
Appendix A – Online vote on the report

From: AMS Oversight Committee  
Sent: Sunday, June 7, 7:17 PM  
Subject: Email vote to accept Oversight Year Start Report  
To: Benj Israel (LPC), Ian Sapollnik, Alan (SLCC), Robin (UNERCOM), Sam (EduComm)

Hey all,

Please find attached the final draft version of the Year Start Report. At this point, I’m going to call an online vote to accept the report as given and to send it to AMS Council for a presentation.

Please reply all to publicly record your vote amongst the committee members. If any of you believe more discussion is required, please state so and the moment that email is received and acknowledged, the email vote will be cancelled.

Please let me know if you have any questions or concerns,

Cheers,

Viet

Viet Vu  
Chair, Oversight Committee

AMS Student Society of UBC Vancouver  
CC: AAcount

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Report is adopted unanimously. Quorum is met with all committee members voting in favour of the report.