

**THE ALMA MATER SOCIETY OF THE UNIVERSITY OF BRITISH COLUMBIA**

Agenda of the AMS Operations Committee
May 11, 2018 - 5PM

Attendance

Present: Jeanie, Bryan (call-in), Chris, Chris but VP Admin, Jennifer

Regrets: none, but we have not appointed members-at-large yet!

Recording Secretary: Jeanie

Call to Order

The meeting was called to order at 5:03 pm

Agenda Items**1. Introductions**

[Chris]: Should we appoint a VC or wait for members-at-large?

[Jeanie]: Let's wait for fairness.

2. Closing off some rooms

[Should the open rooms in the back side of the Nest on the second floor be closed unless booked?]

[Chris]: Recently, people keep breaking stuff. This is sad. Should we close them off? Then they need to be booked if people want to use them.

[Bryan]: Are they 24/7 currently?

[Chris]: I think they close when the building itself closes.

[Bryan]: Maybe let's reduce to hours when more people are around? 9-5pm?

[Jennifer]: And then bookable for later in the evening.

All in agreement; will be open during business hours and bookable in the evening.

3. Club Elections

[Club elections are a mess. Clubs currently elect their executives through an in-person AGM, where voting is done through secret ballot, but there is formal oversight on whether these are done properly.]

[Chris]: Lots of chaos - threats, paying for votes, slates, hard to ensure secret ballots, hard to ensure there is ... lots of mess.

[Chris G]: Can we use simply voting?

[Chris]: Confidentiality, would give each club's EA access to personal info... would need our staff to run elections. Administrative nightmare. Looking at Campus Vibe as well as an option, but seems unlikely.

[Jennifer]: What are the exact rules?

IN OPSCOMM MANUAL SECTION C, DUTIES:

1. A Club shall elect executives to manage the affairs of the Club on behalf of the general membership.
2. The duties and powers of the executives shall be clearly specified in the Club constitution.
3. Elections shall only be held at General Meetings with quorum.
4. All voting shall be done by secret ballot;
5. Annual elections of executives shall be held by March 15 and the results submitted to Operations Committee no later than seven (7) days after the election. Requests to hold elections at a later date must be submitted to Operations Committee before February 28. Clubs failing to comply with this provision shall not qualify to take part in Clubs Days. Additional by-elections to fill vacancies shall be called as they become necessary.
6. Nomination procedures shall be clearly stated in the constitution, and allow for nominations from the floor.
7. Only Active Members who have paid their club membership fee shall be eligible for executive positions.
8. All Active Members of the club shall be eligible for any executive position, unless the Club Constitution sets specific qualifications (such as length of membership, previous office held, etc.) for certain positions.
9. Results of the election, in the form of a complete Executive List, Meeting Minutes, and Attendance Sheet, must be submitted to Operations Committee no later than seven (7) days after the election.
10. Newly elected executives shall attend Executive Orientations by April 15th.
11. Executive positions shall be voluntary and Club executives shall not receive honoraria or salary from the club.
12. Clubs may not hire their own executives or enter into any contract providing compensation for services provided by their own executives, unless permission in writing is granted by Operations Committee.
13. All executives must be registered in at least one class (3 credits) during the Winter Session or be a registered graduate student pursuing a UBC Vancouver degree.

[Bryan]: Do clubs have written records of all their members?

[Chris]: Kind of - check student ID, check clubhouse. Most of the time they just don't check.

[Bryan]: Two options: 1) create a system where you can run elections and validate as a club 2) see if what we are doing right now is worthwhile as a blanket solution or if we should tackle the outliers.

[Chris G]: Could we just audit elections rather than all of them? At least then there is some consistency?

[Chris]: They can be hard to find and we don't know where they are always...

[Jeanie]: Can you get them to submit an "elections plan"? How, where, when, how many people...

[Bryan]: Why are people doing them at AGMs as secret ballot? Is that because they want it, or is it our rule?

[Chris]: Yes I think online voting would be better if we can figure out how it would work. But it would solve a lot of these issues.

[Bryan]: Maybe just tell them to use Google Forms/UBC Surveys... get them to confirm with the list.

[Chris G]: I like the idea of before/after report. Then we can audit - see practices, etc.

[Chris]: Should we have a "freeze period" of when people can join a club?

[Bryan]: Is it a broad issue, or only a few clubs? I think a widespread freeze on membership is more harmful than helpful.

[Jeanie]: Let's not make rules we can't enforce - maybe the club in question can just adjust their bylaws to say members must exist for x weeks before they have a vote or something.

4. Operations Committee Policy Manual

[The Operations Committee Policy Manual is a good way for the Administration portfolio to have a sense of guidance and continuity in dealing with different aspects of its scope, such as clubs, constituencies, and the operations of the Nest. However, there's just so much we could cover, so what do we think is missing?]

[Jeanie]: I think this is an old version?

[Chris]: Suggestions: deadlines/clubs -> can we have something more concrete than just using precedent?

[Jeanie]: Check list from last OpsComm - we had a big list!

- Ops handbook

- filmsoc
- recommendations/edits we never passed
- is the climbing wall stuff still in there?
- There is still reference(s) to the “Shinerama Director” which is a dead event
- Clubs handbook
 - Align with ops handbook
 - How to expel people from clubs
 - elections, slates, & fun
 - Charity clubs? Should we keep banning them?
- Work with Max and SVPREP
 - Tie in respectful environment policy review to ops handbook
 - how are constituencies handled?
- Constituencies
 - Look at that - it states Ops oversees, but what does that mean, does it need updates?
 - Elections in constituencies is being worked on by governance/elections. Should be aligned with whatever says in ops handbook.
- Make a complaint email address/form? ombuds? Something to filter issues a little bit. multiple choice section of what their general problem is?
- Consider whether you want to use opscomm as a sounding board re: sustainability projects. Unclear how new LFS will apply.
- Clubhouse
 - Club elections are messy could we do online? Have had issues with falsifying minutes and AGMs... SimplyVoting is not allowed/still required to do AGM.
 - Clubhouse only works on mobile? To scroll through all the clubs. Talk to Brad for more info
 - Privacy re: clubs emails
- Department clubs [Bryan]
 - Club orientation/alignment with AMS in constitutions - co-presidents, etc. How are we checking this?
 - Membership form/liability waiver - dept clubs don't make people do that. This is a risk if they go on trips etc.
- Orientations
 - Bryan is sad, wants to be more efficient.
 - Not sure if all issues were sufficiently covered/clear

[Jennifer]: Copying constitutions okay?

[Chris]: That is fine!

[Bryan]: Dept clubs - what about ex-o clubs on councils? How does liability work?

[Jeanie]: Non-voting?

[Bryan]: Yes - but they still have access to resources etc. Not affiliated with AMS, but often don't sign liability waivers etc.

[Chris]: Similarly - depts don't have membership waivers...

[Bryan]: Need to go look at each constituencies to see what is happening within them.

[Jeanie]: Less about whether they are on the Boards - but what privileges/accesses do they have?

Next Meeting

The next scheduled meeting is May 21, 2018 - 5PM

Adjourn

There being no further business the meeting was adjourned at 5:54 pm