



# THE ALMA MATER SOCIETY OF THE UNIVERSITY OF BRITISH COLUMBIA VANCOUVER

## AMS EXECUTIVE COMMITTEE

Minutes of July 20, 2018

### Attendance

Present: Marium Hamid (President), Chris Hakim (VP Administration), Max Holmes (VP Academic & University Affairs), Kuol Akuechbeny (VP Finance), Cristina Initchi (VP External), Piers Fleming (Student Services Manager), Keith Hester (Managing Director), Jason Tockman (Policy Advisor), Sheldon Goldfarb (Archivist & Clerk of Council)

Recording Secretary: Sheldon Goldfarb

### Call to Order

The meeting was called to order at 3:36 pm.

### Agenda

- The agenda was approved (Chris, Max).

### Minutes

- The minutes of July 10 were approved with corrections (Max, Chris).

### Beer

- Piers:
  - Wondering about using the space Speakeasy is vacating for selling growlers of beer.
  - We could use the Pit's liquor licence and call the place the Pit Stop.
- Keith: We can only use the Pit's licence in the Pit.
- Kuol: How expensive would it be to get an additional licence?
- Keith: It's not so much the expense as the difficult procedure.
- Cristina: Would the beer be cheaper there?
- Piers: More convenient.
- Marium: Could we have vending machines for beer?
- Kuol: Maybe we should refer this to the Brewery Committee.
- Piers: Maybe we could partner with a local brewery, like 33 Acres, and call our spot 33 Acres of Debt, or Student Debt.
- Marium: Let's look into that.

### I-9 (Executive Goals Policy)

- Max went through a proposed revision, which would include:

- Goals would be presented to Council in June, not May, to allow more time.
- There would be no rubric, but still Key Performance Indicators (KPI's).
- The process would be clarified.
- The policy would be formatted according to the standard format.
- We should amend the definition of designated staff members (in the proposed revision) to say permanent staff members.
- Marium:
  - Need more time to look at this.
  - There was a rubric made originally when this policy came in, but it was not attached to the policy, and it was just a checklist, not looking at levels of achievement.
  - If we could say what's needed in the goals, that would make it easier to understand.
- Chris: KPI's need to be defined.
- Marium: There's value in having managers say, Are these goals feasible?
- Max: We could say the managers will look specifically at the KPI's. That might be clearer.
- Marium: We should have a stronger emphasis on KPI's and the role of permanent staff in helping with them.
- It was agreed to look at this further offline.

### **New SUB Project**

- Chris:
  - Occupancy of the basement of the UBC Life Building (the last phase of the New SUB Project) has been delayed.
  - It was going to be July 18; now it will be July 25.
  - There were problems with the glass.
  - We will have full occupancy and be operational on July 30, except for Sprouts.
  - Looking good overall: the moving company finished today; anything else to transfer over will be a self-move.

### **Campus Culture & Performance Fund**

- Kuol:
  - The seven clubs entitled to receive money from this fund decided to add an eighth (the UBC Music Initiative).
  - But under the terms of the referendum, we cannot distribute money to an eighth club, not without a new referendum.
  - However, the seven clubs can donate money to the eighth club: the Finance Committee thought that was okay.

### **Resource Groups**

- Kuol:

- Discussions about how funding works for them via their Resource Group Allocation Committee (RGAC).
- Recently the individual Resource Groups have just applied for funding for specific events.
- It's not efficient that way; it's not clear how much is available at the beginning of the year.
- Keith: Each Resource Group should do a budget at the beginning of the year and send it to the RGAC, and then the RGAC has to make sure there's enough money (from the dedicated fee that the AMS passes along to them).
- Kuol: That's what we recommended to them.
- Keith: That's what the Code says to do.

## Hiring

### *Clubs & Constituencies Administrator*

- Kuol: Have to replace the Clubs and Constituencies Financial Administrator (Tyler Yan), who is leaving to go to med school. Looking to hire in mid-August.

### *HR Manager, Communications Manager, Senior Manager of Student Services, SASC Manager*

- Keith:
  - Offered someone the HR Manager position, but they declined it, so back to the drawing board.
    - Probably now hiring in late September. Perhaps earlier.
  - Same timeline for the Communications Manager.
  - Hoping to hire the new Senior Manager of Student Services for mid-August.
    - Interviewing on Monday.
- Max: Will it be the Student Services Manager or the new Senior Manager on Council? Who will make Council reports?
- Keith: The Senior Manager of Student Services (SSMS) will report to me, and I will report to Council.
- Kuol: Hiring the SASC Manager and the SSMS at the same time?
- Marium: Going to ask SASC what they think, but we shouldn't delay hiring the SASC Manager even if the SSMS is not here.

### *Commissioners for VP Academic & University Affairs*

- Max: I'm hiring some commissioners in September.

### *Indigenous Affairs Assistant*

- Marium:
  - I'm hiring an Executive Projects Assistant for Indigenous Affairs.
  - Should we draft a job description now?
- Jason: Wouldn't want to pre-empt what the Indigenous community will say.

- Max: Yes, good to engage with them on what they want to see first.
- Marium: The idea was to hear from them on what they wanted.
- Jason: There are some meetings this summer and a discussion circle in September with several different Indigenous groups.
- Max: We can do as much as possible internally.
- Marium: Not hiring till October.
- Cristina: We should do what the community wants: we'll get a better hiring pool that way.

#### *WUSC appointee*

- Kuol:
  - Discussing extension of current WUSC position and shifting of funding to the AMS.
  - To the Finance Committee? HR Committee?
- Max:
  - If the JD is not changing, why does it need to go to HR?
  - It looks like a budget amendment from Finance Committee and Council.

#### *Ombudsperson*

- Chris: Helping the HR Committee find an Ombudsperson (I'm filling in for Marium on the committee because she will be away).

#### **Lease for Old SUB**

- Keith:
  - When we surrendered the old building, we retained a lease for the bottom part, but only for a limited time.
  - That time would be up four years from now.
  - But that makes no sense: we've spent \$6 million renovating the area.
  - We've been negotiating about this with the University, and now there's going to be a new lease for the same term as the Nest: another 52 years.
  - Also, we found another \$1 million, so we don't need to use the Capital Projects Fund (CPF) for any part of the \$6 million.
- Marium: We were reluctant to invest anything from CPF because of the short-term lease; now it's longer, but it turns out we don't need CPF money anyway.
- Jason: Why \$6 million?
- Marium: It's more expensive to renovate than to start from scratch.
- Max: This is for clubs.
  
- Chris:

- There will be more club space there than here: Pottery Club, Bike Kitchen, Filmsoc.
- We're one of the few student unions to give this much space to clubs.
- At SUDS last year we showed our building to other student unions, and this year we're having a presentation on how to get your own building.
- Keith: The amended lease will go to the UBC Board in September and then to Council.

### **Food Bank/Staff Appreciation**

- Keith: We've recovered some money owed and are able to make a donation of \$2,500 to Food Bank.
- Marium: We also have found \$3,500 worth of gift cards from outside vendors which we will distribute at staff appreciation events.

### **Council Agenda**

- Marium:
  - Proposal from Heffel auction house about selling our art, specifically a painting called *Jeune Fille* by Jean-Paul Lemieux.
- Max:
  - Academic Experience Survey recommendations.
  - Plus a policy on mental health and one on climate change and environmental advocacy.
- Cristina:
  - Transit Advocacy presentation.
  - A statement on the Trans Mountain pipeline is going to the Advocacy Committee for discussion.
- Maybe I-9.
- Investment Policy amendment.
- Correction of the VP Admin's part of the Goals document.
- SASC document and discussion.

### **Adjournment**

The meeting adjourned at 5:11 pm.