



AMS Operations Committee

June 18th, 2019 - Room 3511

Members: Cole Evans (Chair - VP Administration), Katherine Westerlund (Councillor), Jeanie Malone (Councillor), Nicholas Harterre (Councillor), Kia Teimouri (Councillor), Aidan Wilson (Vice-Chair and Student at Large), Roger Wang (Student at Large)

Present: Cole, Jeanie, Katherine, Roger

Guests: N/A

Regrets: Nicholas, Kia (tendered resignation from committee June 18/19), Aidan, the ability of UBC networks to exist

Call to Order

The meeting was called to order at: 5:05pm

Adoption of the Agenda

Moved: Jeanie

Seconded: Kat

Approval of Committee Minutes

Minutes from June 4th, 2019

Moved by: Jeanie

Seconded: Cole

Passed.



Chair Updates

- *Deep sigh*
- Not much to update on, clubs land is doing okay. New club application szn. Imagine day registrations out now, prepping clubs day registration (expanding into life building this year)

[Jeanie]: Imagine day?

[Cole]: we just link them to UBC's organization.

[Jeanie]: Expansion into life costs more money?

[Cole]: No, things seem like they should be the same.

- Sustainability june report going to council tomorrow.
- HATCH arts gallery: there is one piece missing from the permanent collection (from old sub), est. value is \$100k. Believe UBC threw out during the renovations of the LIFE building. Doesn't seem like there's much we can do about this now, no insurance or other avenues we could act on.
- Thank you for voting in the NEST bathroom accessibility upgrades email vote, it passed!
- Banners: no maintenance required.
- \$16000 over-budget to get Norm theatre back up and running. Initially, thought it was just air handling, then had a code audit and realized we were not to code in a big way. Needs Fincomm approval, hoping to have it open for Sept.
- Asked my team to compile a list of challenges/needed features for ClubHouse.

Finalizing Goals

| Subsidiary Groups | Policy Projects |
|---|--|
| <ul style="list-style-type: none"> • Develop more comprehensive departmental clubs policy. • Constituencies policy - do we need to collect constitutions? Are the reporting systems that are in place useful? | <ul style="list-style-type: none"> • Policy I-7: Building Suspensions and Expulsions - Complete Review • Policy I-X: Club Suspensions and Expulsions - Rework and Pass |



| | |
|---|--|
| <ul style="list-style-type: none"> • Conduct a “Subsidiary Group Experience Survey” this fall on topics such as bookings, OpsComm manual policies, club renewals, reimbursements, etc. • Review Operations Committee Policy Manual. | <ul style="list-style-type: none"> • Policy I-4: Alcohol Consumption Policy - Complete Review |
| <p>Building Projects</p> | |
| <ul style="list-style-type: none"> • Review Capital Projects Fund and Nest furniture upgrades plan. | |

[Roger]: Could we have an in-person version of the club experience survey?

Action item: Roger will brainstorm some questions for informational interviews with clubs for the committee to discuss.

Action Item: Cole to check in on surveys

Club vs. External Events Discussion

[Cole]: How do we handle co-run events or clubs

[Jeanie]: From OpsComm Manual Section 7:

“8.a. It shall be the responsibility of all Internal AMS Groups or AMS-approved external organizations holding any function to be aware and inform all members of applicable liquor, security, booking, and other regulations.

i. Ignorance of policy shall not be accepted as an excuse.”



“8. b.. Bookings shall not be transferable to other groups.

i. Bookings made for a group shall be for the exclusive use of that group and under no circumstances shall any person or group reserve space in the building falsely on behalf of another group in an attempt to gain free bookings privileges or a higher booking priority.”

“13. d. Booking on behalf of a third party client will result in the loss of booking privileges for the remainder of the fiscal year, including office and locker privileges.

i. The resulting loss of revenue from booking on behalf of a third party client will be fined to the AMS Club after approval from the Operations Committee.”

[Cole]: How do we handle this for weird hybrid events? Third tier?

[Katherine]: I am not in favour of creating more grey area. If there are challenges with making judgement of whether events are sponsored by the club or actually co-run... we could have those come to Ops, or to VP Admin to make those calls.

Club Document Confidentiality Discussion

[Cole]: To what extent are club documents private? To what extent can they keep them from their own members? Or from the general public? Example: elections minutes request.

[Jeanie]: No rules in OpsManual... we need to get copies of all minutes.

[Katherine]: Broader AMS privacy policy should apply.

[Cole]: Should we set some sort of minimum bar? They are required to have minutes AGM, election, and budget... and membership lists. And constitution and bylaws.

[Jeanie]: How are they sent into Clubs office?

[Cole]: Clubhouse. Note that elections will be moving there soon.



[Katherine]: We should not make people disclose membership lists.

[Jeanie]: Can we require clubs to have their constitution on Clubhouse?

[Cole]: Not sure if clubhouse can do that.

[Cole]: A club member asking for minutes to me today - do they have the right to access?

[Jeanie]: I think from our AMS bylaws, yes? Operationally - talk to Sheldon about the way people can request AMS documents.

[Katherine]: I think we set some low bar - AGM minutes, elections results, constitution bylaws available. Unsure about budgets.

[Jeanie]: AMS budget template... very hard for people to interpret. Maybe encourage this, but not require?

[Cole]: Okay, makes sense. For club members only?

[Katherine]: Or AMS members?

[Cole]: On request availability or online? I think on request.

[Katherine]: Maybe they should be available to non-club members but AMS members - ex: if someone was kicked out they might want to be able to access that. Counterpoint: not a fan of people "investigating" clubs.

[Jeanie]: Would want to know the rules before joining a club.



[Cole]: Clubs who are losing members because of that would want to be more transparent. Or would come talk to me if they feel like they are being excluded from accessing the rules.

Action Item: Can Clubhouse let clubs upload documents?

HAMSOC Situation

Actionables: Cole to discuss with ECE radio science lab to see if there are any potential options where they are moving their antennae when they have to move out of MCLD for renovations. Cole to touch base with John Metras about antennae so that we are in the loop about the progress with the Brock Annex project.

Policy I-7: Building Suspensions and Expulsions

To do list:

- review with respect to SVPREP policies and I-X
- review in light of the cases that have come to OpsComm using I-7 and the cases pre-I-7
- review: appeals process, removing the VP Admin from the decision-making process, communications workflow
- length of life-time bans? Should there be a cap?

Adjournment

The meeting was adjourned at: 6:50pm