



THE ALMA MATER SOCIETY OF THE UNIVERSITY OF BRITISH COLUMBIA

AMS HR Committee

Minutes for October 17, 2019 – 2:30 PM, NEST Room 3511

Present: Riley Ty (Chair - Councillor), Michelle Marcus (Councillor), Samantha Peng (Councillor), Chris Hakim (AMS President), George Kachkovski (Member at Large – Phoning in)

Regrets: Johnathon Kew (Councillor), Carmen Kim (Councillor)

Guests: Praneet Sandhu (AMS HR Manager)

Call to Order

The meeting was called to order at 2:37 pm.

Territorial Acknowledgement

We acknowledge that we are on the unceded, traditional, and ancestral territory of the Musqueam people. It is important to recognize that learning has happened long before our time here, and that we are very privileged to be on these territories that are not ours.

Approval of the Agenda (Moved by Chris, Seconded by George)

- Be it resolved that the Agenda be adopted. The motion is approved unanimously.

Approval of the Minutes (Moved by Sam, Seconded by George)

- Be it resolved that the October 9 Minutes be approved. The motion is approved unanimously.

Introductions and Check-in

- Members gave highs and lows of the week

Updates from the Chair

Riley:

- Has been contacted by the Chief Electoral Officer regarding hiring and had a meeting with both him and the AMS HR Coordinator, Leslie Tulett, to discuss next steps regarding hiring.

- After JDs were adjusted, they were uploaded to the site to coincide with the hiring timeline suggested by the previous EA, after interviews are conducted the CEO will come to an HR Committee meeting to go over the candidates before introducing a subsequent motion to council, hopefully no later than the last council meeting of November.

Michelle:

- Wants to go over the election process when the CEO comes for a debrief

Discussion: Advisory board

Riley:

- Gives an update, Chris contacted all current members of the advisory board, with all students members and one professional member responding, all have expressed their interest in continuing on, still waiting on the response of the last professional member.
- Potentially have two professional member vacancies

Chris:

- Not the worst-case scenario, offers his staff to do most of the hiring process (i.e. reaching out to candidates), Peter Go can be on it in the event there are 2 vacancies, worked at MMP and led the AMS governance review, risk management and accounting background
- Can also check with the student member who may be over the 2 year limit and be moved to professional membership
- Can fill the student membership with a former AMS exec working at KPMG, which would fill all vacancies

Riley:

- Fine with Chris' staff doing most of the hiring, but will still encourage councilors to forward any potential candidates

Chris:

- Reminds everyone that council the other night indicated they wanted more of a financial background in terms of the professional membership, so finding someone with specifically Perry's background (i.e. HR) is not as much of a necessity

Michelle:

- What is the term for the advisory board?

Chris:

- I think two years? Will find this out later

Riley:

- There was also discussion about the honorarium, should this be changed now?

Chris:

- Let's look at it long-term, \$1500 for 5 meetings, applicants are not applying for the honorarium, but because they have a connection to the AMS and want to give back so does not think it is necessary

Michelle:

- Code states Advisory Board is reviewed every two years, so that will be next year.

Praneet:

- Isn't it \$1000?

Chris:

- Right, \$1500 is for the chair

Discussion: Committee Chair pay

Riley:

- Now stepping down, Sam will lead this section of the meeting

Sam:

- Worked with Chris to create the a survey for all chairs, found no issue with it and we can go over it now, the deadline is November 1st

https://ubc.ca1.qualtrics.com/jfe/form/SV_5oHZTSkbPzBkE6N

Michelle:

- Since they are Tier 1, we can consider moving them to Tier 2?

Chris:

- Yes, we should also contact chairs going back two years when the current system went into effect after the governance review, can declare a conflict of interest if the committee thinks he is in a conflict.

- Should exec chairs also be included?

- In a personal opinion, does not think execs should be chairs of board committees and up to this committee to decide whether to include them or not, since we never specified the scope

- If this is just compensation, then we can just contact chairs who were compensated and can ask execs how much they put into chairing as part of their job and we can consider it for later

- Also, scope is limited to standing committees (i.e. the only ones that are compensated), only goricom, which was not a standing committee, was compensated, but it was right after the governance review

Michelle:

- Can you explain why anonymous and not state which committee?

Chris:

- It will yield more honest responses, also fair grounds as you start distinguishing between different committees and their answers it will become very specific per committee and we are surveying on the general tasks as well

Riley:

- Can identity be optional?

Chris:

- Data set will be partially empty and categorizing on demographic needs to the applied to all or none at all

Praneet:

- Suggests 2 separate surveys, one for exec chairs and one for non-exec chairs

Chris:

- Are there any questions we are asking exec committee chairs specifically?

Michelle:

- The data will be part of a separate question if execs should chair committees, but that can be discussed another time

Chris:

- What is our next step?

Riley:

- Is it to add if you are an exec or not?

Michelle:

- Well the point is they are not compensated
- If we want to draw the differentiation of execs who have chaired a committee, potentially the exec would have to do it multiple times for each committee they chaired as the data would be different for each

Chris:

- Problem is we are collecting data about people's experience about a specific committee, rather than just being a chair
- Believes that chairs should be paid equally, rather than a sliding scale which would cause a

problem in terms of power dynamic (i.e. oh this chair gets paid higher than the other because they do more important work)

Praneet:

- If you are looking across the board all the same compensation then you would not need to gather that data/categorize it

Chris:

- We would do that if we are changing the scope to JD change, but if it is just compensation then we do not need to categorize
- To finalize, we want a sliding scale for hours on Qualtrics and are we drawing the differentiation on exec chairs or not?

Michelle:

- The exec part is a separate conversation
- Question for Praneet, somewhat related, when can we have a conversation regarding review of exec pay?

Praneet:

- Most likely January

Discussion: JD approval

Chris:

- Indigenous Student Engagement Facilitator JD name change from Executive Projects Assistant, Indigenous Affairs
- Feedback was it was closely related to the real government title of Indian Affairs

Riley:

- Any questions?

Chris:

- Can we remove this section of code because it is extremely tedious

Riley:

- Well take a look at it
- The JD is unanimously approved.

Discussion: Goals

- Committee went over the goals and have come up with a finalized list below:

Goal no.	Goal	Goal Type (Yearly Routine, Specific Short Term, Strategic Long Term)	Mandated by	Targeted Completion Date
1	Establish system for Ombudsperson Review	Yearly Routine August, Jan, April Need metrics,	Code	November 2019
2	Develop strategies to help increase the diversity and number of student applicants	Strategic Long Term	Membership Request Suggested in transition report	February 2020
3	Review hiring process for appointees in Code (Section IX C, Article 2(8)) and possible changes	Specific Short Term	Membership Request	Early March 2020
4	Review transition process for student governance and service positions	Strategic Long Term	Membership Request	January 2020
5	Work to fill advisory board	Specific Short Term	Code	November 2019
6	Review AMS Health and Safety Policy	Strategic Long Term	Membership Request	Jan 2020
7	Review Exec compensation	Strategic Long Term	Membership Request	Feb 2020
8	Review Committee Chair Pay	Strategic Long Term	Membership Request	March 2020

9	Review election procedures and staff	Strategic Long Term	Membership Request	Jan 2020
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Other Business

Adjournment

The meeting was adjourned at 3:30pm.