

Minutes of the AMS Executive Committee

September 9th, 2020

Attendance

Present: Cole Evans (President), Kalith Nanayakkara (Vice-President External), Ian Stone (Student Services Manager), Sylvester Mensah Jr. (Vice-President Administration), Lucia Liang (Vice-President Finance), Georgia Yee (Vice-President Academic & University Affairs), Keith Hester (Managing Director)

Regrets: None

Recording Secretary: Haiger Ye

Call to Order

The meeting was called to order at 12:16 pm.

Territorial Acknowledgement

Approval of the Agenda

Moved: Kalith Seconded: Sylvester

“BE IT RESOLVED THAT the agenda be adopted as presented.”

Approval of Previous Minutes

Moved: Kalith Seconded: Sylvester

“BE IT RESOLVED THAT the minutes from the September 2nd, 2020 Executive Committee meeting be approved and sent to AMS Council”

... Carried

Executive Updates

President

Cole:

- Imagine Day went well. AMS ran virtual booths on Campus Base with 40-50 people in each booth.
- Met with new board chair Nancy Mackenzie.
- SASC Office on track for completion by end of the month.
- Hiring a new Equity and Inclusion Associate.

Vice-President Academic and University Affairs

Georgia:

- Compiling climate emergency report. Will bring to either November or December Board of Governors meeting.
- Exploring accountability mechanisms for climate emergency process to ensure process is adequately resourced.
- Sustainability and Advocacy Committee looking to host AMS forum for climate change. Will decide on an agreed upon stance to advocate for climate emergency.
- Meeting with Board of Governors in November/December to discuss plans for the Stadium Road neighbourhoods.
- Working with Admin team and Foodbank coordinator to discuss an at-cost grocery store.
- Textbook broke set to launch this week, will be reaching out to different undergraduate societies and clubs.
- Meeting regularly with the Centre for Accessibility to discuss new accommodations for online learning.
- Sending out the academic experience survey and COVID-19 report for Council.
- Working with various groups on campus to create an open letter for Proctorio. Guidance for using Proctorio exists, not sure if it is strong enough guidance.

Vice-President Administration

Sylvester:

- Finalized the Sustainability Symposium program.
 - First couple months will be introductory and informative.
 - October meeting will introduce AMS Sustainable Action Plan.
 - November meeting will introduce Sustainability Projects Fund.
 - Programming will include workshops.
 - We've been working with campus and community planning to address goals for net zero. Putting together a framework for the best way the Nest can meet these goals.

Georgia:

- By 2025?

Sylvester:

- Some feedback we got is that the Nest is an elite platinum building and is quite advanced with sustainability efforts.
 - We are currently carbon neutral because our emissions are paid off by the university.
 - We should consider 2 approaches. Either looking at ways we can consume less energy or more renewable options, or look at what emissions we produce outside of energy consumptions such as supply chain, operations, etc.
 - We are looking to provide frameworks for both options.
- Hatch launched a new website and is preparing to host their first virtual exhibition.
- New club applications open on CampusBase until September 30th.

- Clubs Day is being finalized, set to start on September 21st. Event will be synchronous with two time slots to accommodate time zones.
- Imagine Day was yesterday, we had a technical server crash on CampusBase.
- Imagine Day data updates:
 - Actively using campus base: 13669 students
 - Total number of students on the platform: around 60,000
 - Unique visitors to main mall event: 9523. Users were found to interact with numerous groups with 34000 total interests indicated for groups.
 - Number of groups that participated in Main Event: 342
- As we move forward, I believe we will be able to attract the rest of the students.

Vice-President Finance

Lucia:

- Made small adjustments for MEL/MHLP students this year to not charge them their student fees for 2020W University will normally mail out cheques or make a direct deposit after students leave the country. This year we moved it early so that they are charged only for 2019W.
- All opt out subsidies are now open. Except UPass exemption which is on SSC and the health and dental plan opt-out which is on Studentcare's website. ^[L]_[SEP]
- Financial aid guide is completed and will be circulated early next week, along with the rest of the Communications package. The university is making final touches to the health and dental email before that is communicated to students and all of the communication package from Studentcare is ready. My office will send them to our Communications department to circulate. ^[P]_[SEP]
- Had our 10th treasury orientation of the year. Around 340 people have attended, some are still missing information and some who have attended are presidents. Starting October orientations will transition to more of a workshop style for people to drop in and ask questions. Club and constituency administrator and financial system advisor will be available to answer questions.
- Does anyone have any questions?

Ian:

- I actually have a question for Sylvester. Services will be using CampusBase, how will they be addressing the server crashes?

Sylvester:

- We've reached out to them through calls and emails, they say they've identified the cause of the server crash and will work to prevent them in the future. But we can't really tell what they are doing at the moment.

Cole:

- I'm not surprised the server is overloaded since it's probably the first time they tested the feature with real strain. The system itself is stable but the virtual fair probably overworked it.
- We were only down for a maximum of 30 minutes, which is pretty good.

Sylvester:

- Aside from the virtual fair component, the system works smoothly.
- Services probably won't use the system with the same magnitude as Imagine Day.
- Clubs Day will be the next test of CampusBase to see if the issue has been fixed.

Cole:

- Did anyone have questions for Lucia?

Georgia:

- Does enrollment services have all the information for opt out subsidies?

Lucia:

- Yes. I've cc'ed Maria and the entire Studentcare communication team, funds and grants are on the email thread.

Georgia:

- Is that for all the different subsidies and opt out provisions?

Lucia:

- Just health and dental. Other opt out and subsidies will come from AMS Communications.

Georgia:

- Might be beneficial for student advising to access the info if students are going in for financial help, it will be a one stop shop for all financial information.
- I can send over information so they can update their FAQs.

Lucia:

- I've hesitated to send out information on our subsidy. We don't have enough money to give everyone.
- There will be people who don't actually need it, but for people who actually need it they can access.

Vice-President External

Kalith

- UPass updates:
 - Receiving a lot of questions from students so we got another phone to answer questions. Sent a flowchart over for Communications to distribute that plays out every scenario. Front desk staff also given a guide for answering questions.

- Exemption form has been going well, but there is some confusion with the different websites we are using to host the form. Will learn from this in the future.
- Received budget consultation report from the Select Standing Committee on Finance and Government Services.
- Bylaws are closer to being presented, hoping to bring these to Council.
- Will have an upcoming meeting to discuss advocacy goals for the month and fall term.
- Working with UTILE on national housing advocacy.

Managing Director

Keith

- Budget is almost done, news on that to come.
- Started work on budget version 4. It won't be ready for this council, but will be later on this year.

Student Services Manager

Ian:

- Holding interviews for Assistant Student Services Manager, hoping to have them start by Monday.
- In general, services are running smoothly.
- Safewalk is up and running. Planning to do a big push on promo. Printed posters for open residences.
- Tutoring has been pushed back a week. We've finished interviews and are training staff. Ordering PPE and will be ready to operate online and in person soon.
- Final peer support training is this weekend.
- Met with Nimbus and will be drafting a contract for renewal. Excited to continue working with them, will provide an update on pricing soon.
- Heard back from Campus Groups. Thanks Sylvester and his team for facilitating. We are hoping to use this to set up online appointments and make things more accessible.

Budget Version 4

Lucia:

- Is this version 3?

Keith:

- This is business version 4. Does anyone have questions on why we're doing this and what might be involved?

Sylvester:

- What is propelling the need for a 4th budget?

Keith:

- UBC recently announced term 2 will be online, we didn't factor this into previous budgets.

- B.C. government has announced another change to subsidy and will reduce subsidies slowly to phase out before December, we did not think about this.

Sylvester:

- With food outlets open, is there data for revenue comparing this summer to last summer to see how exactly we are impacted?

Keith:

- That's going into the quarterly report, numbers will be ready by tomorrow.

Tuition Surplus Update

Cole:

- Sent in our submission for tuition surplus and will be moving forward with these proposals.
 - \$25k from Faculty of Arts will also go towards the cost of the project
 - Currently working on cost analysis.
- Ian any update on safewalk vehicles?

Ian:

- We have a basic quote - hoping to hear back from a company that focuses on accessibility.
- Once I hear back from them, I'll let you know what price is and how to get that money.

Cole:

- We need to think about how to spend the rest of the \$1.5-2M.
- Hopefully by the November board cycle we will have more ideas.
- There's a push for using money on short term projects that will benefit students right now.

Subsidy Updates

Lucia

- Subsidies opened on August 27th. We opened early because there was pressure to release them.
- Last day to apply is September 21st for the AMS general and UPass subsidy.
- Might extend the deadline for AMS general subsidy and SUB renewal fee.
- Health and dental opens on September 8th and ends on September 29th
- All other opt outs close on September 18th

Kalith:

- Mostly working with Lucia on subsidies, but working on exemptions separately.
- Summer subsidy is now closed and being finalized.
- Will also be subsidizing students from affiliate colleges.

Lucia:

- Hoping to move our opt outs earlier next year to before students pay tuition.
- Makes more sense this way as fees won't show up on tuition and won't require a refund, students will be exempt from the total amount.

- Opt out dates were set for early September to align with when most communications are sent to students who are paying attention to fees.
- Need to research the best solution for students to access info.

Cole:

- I forgot to talk about mandatory masks in the Nest, but it will be effective next Monday.
- At the next council meeting, we'll look into amending policy I-7 or adding a policy I-7A for mandatory face coverings. Need a policy that gives us the ability to ask people to leave the building if they aren't wearing masks.

- Ian left -

Annual General Meeting

Cole:

- Tentative date is October 29th, we will probably go with this date.
- I'll start planning with my office, we have lots of ideas for hitting quorum.
- Will be discussing bylaws at a future Executive Strategy meeting.
- Will finalize the date at the next Council meeting.

Scholar Strike

Georgia:

- Sent a statement in the virtual meeting chatbox. Scholar Strike Canada is bringing attention to racism and brutality. UBC Faculty is participating in the strike.
- Hoping to gather thoughts in terms of actions or if there are any oppositions?

Cole:

- Thanks for making the statement Georgia. The Most effective way is to put the statement on our website.

Georgia:

- Okay, I'll leave it to Communications to distribute.

Adjournment

There being no further business, the meeting was adjourned at 1:00 PM.