

Minutes of the AMS Steering Committee

March 26th, 2021

Attendance

Present: Cole Evans (AMS President), Agam Gill (Chair of Student Life), Katherine Feng (Chair of Operations), Sebastian Cooper (Chair of Governance), Joanne Pickford (Administrative Assistant), Sheldon Goldfarb (Archivist), Lawrence Liu (Chair of Human Resources)

Regrets: Rosaline Leung (Student at Large), Mathew Ho (Chair of Advocacy), Lucia Liang (Vice-President Finance)

Recording Secretary: Haiger Ye (Assistant to the President)

Committee Updates

Operations Committee

- Constituted five clubs
- Policy manual amendments
 - Process for approving club bylaws - in the past, we weren't kept in the loop of club by-laws, sometimes passed by-laws were in violation of AMS policy. Now Clubs and Societies Working Group will assess by-law and approve or not approve depending on whether by-laws followed policy.
 - Made changes to room bookings
 - New clubs have to use CampusBase - better oversight of clubs and students have central space to look for all the clubs
- Discussed how to move forward with a particular dispute. We can't punish clubs for violating rules that did not exist in the past. The issues that arise from things clubs did still need to be dealt with. Might need to motion at a committee meeting on whether or not to ask a club to change its name.

Ethics and Accountability

- Kalith conflict of interest investigation almost completed, report will be going to next Council.
- In camera investigation, progress is being made and we will bring recommendations to the next Council.

Cole: If there's any disciplinary action that Council is taking at the next meeting, committee needs to give notice by next Wednesday on what the action will be.

- Katherine: We were told we have to make recommendations by April 7th. So in order for disciplinary action to take place, we would need to provide a weeks notice?
- Cole: Correct, if ethics and accountability committee is planning to recommend disciplinary action, assuming the recommendation is for Council to approve the action, need to give a week's notice. Not sure if this is for all disciplinary actions or only if it's a motion.

- Sheldon: Anytime someone is going to be disciplined, they need to be given a week's notice before the Council meeting. For disciplinary motion coming to April 7th Council, notice should be given to the person by March 31st.
- Katherine: If we need to give notice on the fact that action will be taken, do we need to provide formal notice?
- Cole: From my understanding, formal notice on what the disciplinary action that will be recommended to Council in a week. Gives the person sufficient time to prepare to address the action.
- Sheldon: Code requires that formal notice of the recommended action that will be brought to Council as well as a notice that this recommendation will be brought to Council.
- Katherine: Curious about the process of what should be in camera vs. not in camera. Some of the recommendations are in camera, would those recommendations be made only to Council or released as part of Council docket?
- Cole: Up to Council's discretion. If Council is motioning something to order the action, then that would have to be a public motion that appears on the docket or needs to be notified of what the motion will be a week in advance. Article 22 paragraph 3 says if there is a vote on taking action then a notice needs to be given, otherwise no notice is needed.
- Katherine: For councillors who need to decide what to do with the recommendations, I want to provide some sort of written notice so they can think about it before Council. Would the recommendations be emailed to councillors as a confidential document?
- Cole: You could email, but hard to keep it confidential. Maybe put the document in a Google Drive and restrict download privileges or distribute a document without providing details.

Student Life Committee

- Final set of suggestions for draft survey questions on elections
- Instead of interviewing for members for Grad Class Council, Cole and Sylvester will appoint members. After we receive appointments we will approve members and subcommittee will meet soon.

Governance

- Hoping to bring I-22 to Council, waiting for HR to pass a resolution.
- Want to bring to Council ad hoc committee on increasing student engagement. Will recommend that committee be constituted in May after new Council is constituted
- Working on I-9.

Cole: Waiting to hear back from Keith and Praneet on a draft I sent over with updated wording on I-9, receiving goals for management. Happy to discuss this at the next governance committee meeting.

- Sebastian: Committee might want to have enough time to talk directly with affected staff.

Human Resources

- Next meeting HR will pass job description changes next meeting. Hoping to update the job description for Speaker of Council to allow non-UBC students to apply. Also looking at policy I-22 next meeting.

Katherine: If we want to make a code change that officially gets Speaker of Council to chair ethics and accountability committee, would that need to go through HR?

- Lawrence: I can check with Leslie, I don't have active access to job descriptions. But we can probably pass it at HR.
- Cole: Yes, HR would need to make edits. The HR job description document is separate from duties outlined in code. From an employment perspective, this document outlines official duties and expectations for the role.
- Sheldon: If the role is in code then changes must go through Council, if not in code, changes can be made without going to Council.

Cole: Speaker of Council job description requires that the person must be a student. Not sure when this requirement was amended. Couldn't have been amended without going to Council and I don't recall it going to Council.

- Sheldon: I don't recall it being amended either, code doesn't require the speaker be a student. Could be an error in the job description, not sure when it was introduced.
- Cole: Could you check into that and see if the change was due to an error. If so, we can amend the job description quickly and hire someone.

President Updates

- Bringing code changes for Advisory Board
- Executive committee bringing exec goals to the second Council meeting in April
- Thinking about expanding the Councillor of the Year selection process. In the past, it has been selected by the executives, might expand to allow all members of Council to vote. Also considering introducing other awards for recognizing efforts.

Sheldon: Specified in code that the executives choose the Councillor of the year. Other people could submit nominations, but according to code the executives decide.

- Cole: Ironic that to reconcile with Council, the executives choose their favourite councillor and technically executives are also councillors. Will talk to execs about what to do, maybe we could suspend code and also the award, hard to choose one councillor of the year.

Adjournment

There being no further business, the meeting was adjourned at 12:44 PM.