



Minutes of the AMS Steering Committee

July 28th, 2021

Attendance

Present: Lauren Benson (AMS VP Administration), Eshana Bhangu (AMS VP Academic and University Affairs), Cole Evans (AMS President), Katherine Feng (Chair of Governance Committee and Operations Committee), Mary Gan (AMS VP Finance), Sheldon Goldfarb (Archivist), Emily Gubski (Chair of Student Life Committee), Romina Hajizadeh (Chair of HR Committee), Joanne Pickford (Administrative Assistant)

Regrets:

Recording Secretary: Emily Covell (Executive Assistant to the AMS President)

1. Call to Order

The meeting was called to order at 6:03pm.

2. Territorial Acknowledgement

3. Approval of Previous Minutes

Moved: Eshana

Seconded: Mary

“BE IT RESOLVED THAT the minutes from the July 7th, Steering Committee meeting be approved and sent to AMS Council”

4. Committee Check-In's

Cole: To further stuff brought up last week on committee reporting --

- Dana and I will potentially work on a new reporting template for council. In the meantime, please make sure you are submitting your monthly reports to council.
- If you haven't been keeping up, feel free to create a quarterly report to bring to council.

Katherine: The issue with the current template is that it's a pdf and we can't edit it.

Cole: We will create a new template -- My goal is to make it an editable pdf, like a form, or a word doc (or both).

Mary: If people need a google docs template, I can send one over that we have used in Finance Committee. For the report, if you have good minutes, it's just a summary of them, and items to bring to council [See link below].

https://docs.google.com/document/d/1nUkB-nVBzt7Y7XWyroj70VUp56alHsul3bA3Tp_-84U/edit

Romina: Updates from HR Committee -- We had our meeting last night and we met quorum, we approved one of our candidates for ceo. Do I just fill out a council motion template and send it to Joanne?

Cole: Yes, correct. One thing to check with HR, that is kind of weird is, in the past we haven't notified the candidate until council approval, but then it's publicly noted that they are being nominated, so they are finding out that way first. Maybe touch base with HR and send a heads up to the candidate that their name will be appearing publicly for confirmation.

Sheldon: Talk to Praneet or Celia, whoever is there.

Cole: A reminder, we should be getting in everybody's committee goals as soon as we can so we can get them approved (ideally before the end of summer). Try for the next Steering Committee.

Katherine: Updates from Operations Committee and then Governance Committee,

- Has been continuing to discuss the club strike system.
- Approved funding for drink-fill which is on the recommendation from AVP admin.
- Discussed the motion from Finance Committee.
- Governance Committee -- Tonight's meeting has been postponed.

Emily: Student Life Committee updates,

- We are looking into reevaluating our membership, and will try to track down what is wrong. Why do we need to reevaluate the membership?
- Also putting together a presentation for council for some of the managers, because we are supposed to.

Cole: Student Life Committee has always sort of struggled to find purpose, and with the whole events thing last year we looked at part of the terms of reference (is the current structure the most effective? What is the most effective mechanism

for the committee). For example, instead of having the President and VP Administration, you might have just one executive appointed by Executive Committee, and add maybe an additional student at large, or three, to fill the seat. This was towards the end of the year so it got passed on to this year's committee.

Emily: Is there a process for letting council know that this won't be ready for the first meeting in August?

Cole: Yeah, Sheldon can help you -- just fill out a rationale document (it's just a motion to say that the report will be delayed). I would say delay it to the next meeting in August.

Emily: Does the rationale also need to go to Joanne by Friday?

Cole: Yes.

Cole: I need to check in with Michael on this, but we need to get going on this grad class gift (It hasn't been formally approved by Student Life Committee and Finance Committee). Nothing needs to be done right now, but remind me (it should be done as soon as possible).

Sheldon: Didn't UBC already announce the gift?

Cole: Yep. This is the inefficiency of the grad-class subcommittee -- they really weren't meeting for enough time last year during the fiscal year. We know where the directions are going, we are just waiting on some funding finalization.

Eshana: Advocacy Committee -- we haven't met since council.

Cole: Are the AES results supposed to be presented soon?

Eshana: Probably for August 25th.

Cole: Okay, just putting it on your radar.

Mary: Finance Committee is suddenly chilling because the budget was passed. Just looking at operational stuff. Going to be working on goals soon, probably by August 25th council. Cole, do we need to bring the AC project to next council?



Cole: Yeah it can go to next council (August 4th).

Lauren: Ad Hoc Events -- Just sent out a When2Meet so we can all meet in the next couple of days. Affiliates Committee still hasn't had another formal meeting.

5. Next Meeting

The next scheduled meeting will be on August 18th, at 6:00pm.

6. Adjournment

There being no further business, the meeting was adjourned at 6:32pm.