

QUARTERLY REPORT



APRIL 1 - JUNE 30
2021 - 2022 EDITION

UBC COMMERCE
UNDERGRADUATE SOCIETY



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PREFACE

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Purpose of the Quarterly Report

The purpose of the quarterly report is to further gain an in-depth understanding of the budget development process and financial operations held by the Commerce Undergraduate Society body and its relevant stakeholders in pursuit of fostering maximum transparency. It is created to deliver a comprehensive analysis of the annual budget and anticipated changes for the upcoming fiscal year, in addition to student fee usage and allocation.

The report has been broken down into sections, as outlined in the table of contents, to provide better insight regarding how value is provided to the Sauder community through financial support.

Should students or stakeholders have additional concerns or inquiries regarding the content of this report, they are encouraged to contact the Finance Portfolio at finance.general@cus.ca with the subject line being "[2021Q1 Inquiry]..."



HIGHLIGHTS

14

AFFILIATED CLUBS

25

SERVICES



5

NEW INITIATIVES AND COUNTING

New Initiatives



See Us Podcast

The See Us podcast hopes to provide students at UBC Sauder with more transparent communication from the CUS, amplify marginalized, and non-traditional voices in business, and build a more welcoming community within our school,

Join host Ky Sargent each episode, as she breaks down the CUS News you need to know, chats with awesome guests, and spends too long going off random tangents related to student life.

CUShowcase

We're on TikTok! Check us out @CUShowcase where we bring you exciting video campaigns, showcase behind the scenes of the CUS and introduce ourselves as your peers and fellow students. So far, we have our Vancouver Spotlight series where we take you to explore the beautiful city where you will be spending your university years. If you haven't already, check out the cool places worth visiting!

Get ready for our Back To School Tour series where we take you on a virtual tour around Sauder and UBC where you can familiarize yourselves with the different areas and make the most of your experience when we go back on campus!





CUSafety

The CUSafety campaign is led by the External Portfolio to promote physical health, mental wellness, as well as sexual violence prevention in the Sauder community.

The campaign includes various efforts, such as developing a Henry Angus building map with emergency routes and safety equipment labeled, training all services in emergency first aid to promote general first aid knowledge, providing mental wellness tips, and providing sexual violence prevention and consent culture to CUS services and clubs.

Think Tank

This summer, the Business Career Centre (BCC) and the CUS collaborated to create a joint project called The Think Tank to research, ideate, and develop new proposals for the BCC to enhance its career development services in two areas: increasing student access to business communities, and facilitating greater awareness and scalable access to BCC services.

This three month program constitutes three BComm Co-op students and aims to enhance the student career journey.

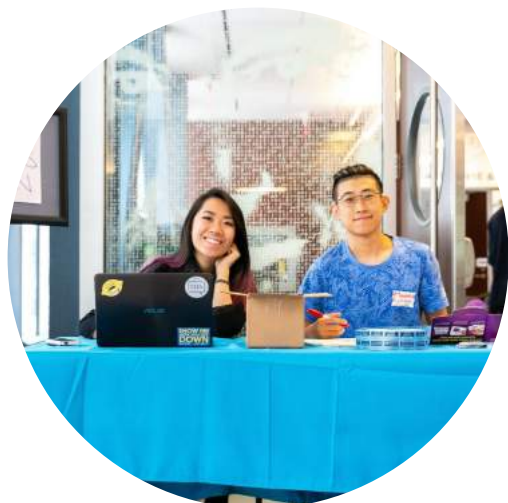




Financial Literacy Workshops

This year, the Finance Portfolio hopes to expand from one Budgeting workshop to five workshops expanding into Taxes, Student Loans & Grants, Trading, and Banking. We hope to collaborate with student clubs, guest speakers, and external organizations to accomplish these throughout the year.

Our goal is to provide engaging learning opportunities for Sauder students to explore various areas of Finance that can be applicable to their day-to-day lives.



BUDGET DEVELOPMENT

APRIL 13TH

BD Begins

Mandatory finance training and assessment (all service chairs and VP Finance). Services are provided with budget sheets to be filled with requisite revenues and expenses. All services are provided with their previous year's budget for reference.

MAY 5TH

Round 1 due

Initial budget sheets are completed and are presented to the Budget Oversight Committee. Adjustments and appeals by the committee are made accordingly.

JUNE 2ND

Round 2 due

Adjusted budget sheets are completed. All sheets are finalized and approved.

JUNE 7TH

BD complete

Services are set for the year and ready to create value for students!

STATEMENTS

President's Message



Hello fellow Sauder students,

I hope all of you have been enjoying a delightful summer so far!

Since we started our term in April, our 2021/2022 CUS team has been constantly planning and preparing. I am incredibly proud and excited to see what these motivated and caring student leaders have in store for this school year. They have gone beyond simply “settling into the role” and their passion, ability to adapt in such an unprecedented time, and innovative ideas constantly amaze me.

Over the last quarter, the CUS has been engaged in onboarding, budgeting for this fiscal year, streamlining our involvement opportunities, focusing on building an inclusive environment, providing safety training for our student leaders, upgrading the student lounge experience, and (successfully) advocating for a lower CUS student fee for this year at the AMS for the possible financial constraints of COVID-19.

Sincerely,



Grace Lee

CUS President 2021-2022

Author's Message

Message from the VP Finance

Hello Sauder community!

COVID-19 has led us to experience challenging and unforgettable times over the past year and a half. Thank you for staying strong and we can not wait to welcome you all back. At the CUS, we have been working together internally and with external stakeholders (UGO, BCC, and more) to ensure our year's goals and initiatives will reflect a safe and fun transition.

2021/2022 Budget

As we started to plan for yet another unique year, the Finance Portfolio supported our services through additional funding requests and budgeting accommodations. According to each services' vision, they will be ready to serve more engaging and student-focused events with compliant safety regulations in place as needed.

Student Fees

With the increased flexibility to incur a higher deficit, we looked to accommodate you all with a reduced student fee during the upcoming hybrid year. We successfully advocated to the AMS for \$199 from the required \$280.58 (29.07% decrease).

I am delighted to release the Q1 report with the rest of my team, highlighting our constituency's upcoming highlights and changes.

Warm regards,
Nicole Zhu
Vice-President Finance 2021-2022

Statement from the Finance Commission

To the Board of Directors and all Sauder Students:

With the past online year, our Finance Commission's operations have fully transitioned to support our services through a digitalized environment. We are confident to strongly build on the revamped foundation of our portfolio and increase the efficiency of our operations through continuous feedback from our services and community members.

Responsibilities of the Finance Commission

The Finance Commission is responsible for facilitating the development of budget sheets, the processing of financial transactions in accordance with CUS policies, and for the implementation of internal control necessary to enable financial procedures to be carried out free from material misstatements. Existing internal controls include updated accounting coding, secured access to the general ledger, reconciliation with budget sheets, tracking reimbursement documents submitted through emails.

In preparation for the quarterly reports and annual budget sheets, the Finance Commission is responsible for assessing the organization's ability to continue as a going concern.

Finance Commission, CUS Finance Portfolio

June 30th, 2021

Statement from the Audit Commission

To the Board of Directors and all Sauder Students:

Opinion

We have audited the financial transactions of UBC Commerce Undergraduate Society (CUS) during the past quarter as well as the FY 2021-2022 budget sheet presented in this report in accordance with the CUS's risk policy and standards of transparency.

In our opinion, the accompanying budget sheets and related financials present fairly, in all material respects, the financial position of CUS as at June 31, 2021, and its financial performance for the year, in conformity with CUS's policies and standards. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Auditor's Goals

The goal of the Audit Commission is to maintain open transparency, financial accountability, and effective risk management of CUS's operations throughout the year. This year, with the addition of the Treasurer status, our Commission will work towards efficient processing times, streamlined communication with the AMS & respective stakeholders, and maintaining the accuracy of financial reports in our future operations.

Auditor's Responsibilities and Audit Procedures

Our objectives are to obtain reasonable assurance about whether the financial transactions, procedures, and records as a whole are free from material misstatement, whether due to fraud or error, and to promote the transparency, accountability, and integrity of the CUS. Reasonable assurance is a high level of assurance, but not a guarantee that an audit will always detect a material misstatement when it exists. We exercise professional judgment and main professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement, design and perform audit procedures to respond to those risks, and obtain audit evidence that is sufficient and appropriate to provide the basis for our opinion. Top risks identified include inconsistencies between financial records and supporting documentation.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, such as creating an email tracking system to document reimbursement information sent through emails
- Review and process correspondence between documents in Online Filing System (OFS) and general ledger line items, which serve as CUS accounting records.
- Determine risk measures on a regular basis based on tests of controls, analytical procedures, and tests of details of substantive accounts.

Audit Commission, CUS Finance Portfolio

June 30th, 2021

2021 - 2022 Q1 BUDGET

UBC Commerce Undergraduate Society Budget

Board of Directors Approval: June 7, 2021

2021-2022 FISCAL YEAR PROJECTED BUDGET						APPROVAL	
LINE ITEM	PROJECTED REVENUE	PROJECTED EXPENSE	PROJECTED NET	(% OF STUDENT FEES)	STUDENT FEES (\$ (EXPENSES)	BUDGET OVERSIGHT COMMITTEE	BOARD OF DIRECTORS
FUNDING							
EARLY GRAD & CO-OP REFUNDS	\$ -	\$ 32,000.00	\$ (32,000.00)	4.23%	\$8.42	Y	Y
SPONSORSHIPS	\$ 5,000.00	\$ -	\$ 5,000.00	0.00%	\$0.00	Y	Y
STUDENT FEES	\$ 756,200.00	\$ -	\$ 756,200.00	0.00%	\$0.00	Y	Y
TOTAL	\$ 761,200.00	\$ 32,000.00	\$ 729,200.00	4.23%	\$8.42		
CUS CONTRIBUTIONS TO SAUDER							
BRAND MANAGEMENT MENTORSHIP PROGRAM (BMMP)	\$ -	\$ 10,000.00	\$ (10,000.00)	1.32%	\$2.63	Y	Y
BUSINESS CAREER CENTER (BCC)	\$ -	\$ 125,000.00	\$ (125,000.00)	16.53%	\$32.89	Y	Y
FACULTY SPONSORED CASE COMPETITIONS	\$ -	\$ 16,500.00	\$ (16,500.00)	2.18%	\$4.34	Y	Y
INTERNATIONAL CASE COMPETITIONS (SAUDER SUMMIT)	\$ -	\$ 10,000.00	\$ (10,000.00)	1.32%	\$2.63	Y	Y
SAUDER UNLIMITED	\$ -	\$ 3,000.00	\$ (3,000.00)	0.40%	\$0.79	Y	Y
THE SPARK	\$ -	\$ 45,000.00	\$ (45,000.00)	5.95%	\$11.84	Y	Y
TOTAL	\$ -	\$ 209,500.00	\$ (209,500.00)	27.70%	\$55.13		
CUS SUPPORT TO CLUBS							
CLUB MEMBERSHIP GRANT	\$ -	\$ 22,500.00	\$ (22,500.00)	2.98%	\$5.92	Y	Y
CLUB MEMBERSHIP SUBSIDIES	\$ -	\$ -	\$ -	0.00%	\$0.00	Y	Y
TOTAL	\$ -	\$ 22,500.00	\$ (22,500.00)	2.98%	\$5.92		

STUDENT AND PROJECTS FUNDING							
COMMERCE STUDENTS INITIATIVE FUND (CSIF)	\$ -	\$ 50,000.00	\$ (50,000.00)	6.44%	\$12.82	Y	Y
COMMERCE DIVERSITY AWARD	\$ -	\$ 10,000.00	\$ (10,000.00)	1.29%	\$2.56	Y	Y
TOTAL	\$ -	\$ 60,000.00	\$ (60,000.00)	7.73%	\$15.38		
ADMINISTRATIVE							
CANADIAN ASSOCIATION OF BUSINESS SOCIETIES MEMBERSHIP	\$ -	\$ 5,000.00	\$ (5,000.00)	0.64%	\$1.28	Y	Y
CUS BCOM COFFEE	\$ -	\$ 30,000.00	\$ (30,000.00)	3.87%	\$7.69	Y	Y
LOCKER REVENUE	\$ 4,000.00	\$ -	\$ 4,000.00	0.00%	\$0.00	Y	Y
SLACK	\$ -	\$ 1,800.00	\$ (1,800.00)	0.23%	\$0.46	Y	Y
WEBSITE DEVELOPMENT	\$ -	\$ 11,872.00	\$ (11,872.00)	1.53%	\$3.04	Y	Y
WEBSITE HOSTING	\$ -	\$ 1,672.19	\$ (1,672.19)	0.22%	\$0.43	Y	Y
TOTAL	\$ 4,000.00	\$ 50,344.19	\$ (46,344.19)	6.49%	\$12.48		
BOARD, EXECUTIVE & SERVICE COUNCIL							
BOARD OF DIRECTORS	\$ -	\$ 395.12	\$ (395.12)	0.05%	\$0.10	Y	Y
EXECUTIVE COUNCIL	\$ -	\$ 1,389.50	\$ (1,389.50)	0.18%	\$0.36	Y	Y
PRESIDENTIAL PORTFOLIO	\$ -	\$ 796.50	\$ (796.50)	0.10%	\$0.20	Y	Y
SERVICE COUNCIL APPAREL	\$ -	\$ 5,000.00	\$ (5,000.00)	0.64%	\$1.28	Y	Y
TOTAL	\$ -	\$ 7,581.12	\$ (7,581.12)	0.98%	\$1.94		

CUS SERVICES						
AWARDS NIGHT	\$ 8,250.00	\$ 95,682.66	\$ (87,432.66)	12.65%	\$25.18	Y Y
BUCS	\$ -	\$ 4,999.33	\$ (4,999.33)	0.66%	\$1.32	Y Y
BUSINESS WEEK	\$ -	\$ 18,098.16	\$ (18,098.16)	2.39%	\$4.76	Y Y
CAMPUS AMBASSADOR PROGRAM (CAP)	\$ -	\$ 3,313.18	\$ (3,313.18)	0.44%	\$0.87	Y Y
CLARIFY (SEXUAL VIOLENCE PREVENTION)	\$ -	\$ 1,974.97	\$ (1,974.97)	0.26%	\$0.52	Y Y
COMMERCE COMMUNITY PROGRAM (CCP)	\$ -	\$ 4,490.19	\$ (4,490.19)	0.59%	\$1.18	Y Y
COMMERCE MENTORSHIP PROGRAM (CMP)	\$ -	\$ 16,415.21	\$ (16,415.21)	2.17%	\$4.32	Y Y
CUS SUSTAINABILITY	\$ 5,650.00	\$ 15,172.04	\$ (9,522.04)	2.01%	\$3.99	Y Y
ELECTIONS	\$ -	\$ 1,496.55	\$ (1,496.55)	0.20%	\$0.39	Y Y
EXECUTIVE MENTORSHIP PROGRAM (EMP)	\$ 1,000.00	\$ 8,122.05	\$ (7,122.05)	1.07%	\$2.14	Y Y
EXTERNAL CONFERENCES (ExCO)	\$ -	\$ 31,997.46	\$ (31,997.46)	4.23%	\$8.42	Y Y
FIRST YEAR COMMITTEE (FYC)	\$ -	\$ 4,500.00	\$ (4,500.00)	0.60%	\$1.18	Y Y
GRAD NIGHT	\$ 16,980.00	\$ 106,739.49	\$ (89,759.49)	14.12%	\$28.09	Y Y
HEALTH AND WELLNESS (HeWe)	\$ 850.00	\$ 30,189.96	\$ (29,339.96)	3.99%	\$7.94	Y Y
IMPRINT	\$ 8,200.00	\$ 67,619.93	\$ (59,419.93)	8.94%	\$17.79	Y Y
JDC WEST COMPETITION TEAM (JDC West)	\$ 47,175.00	\$ 117,174.01	\$ (69,999.01)	15.50%	\$30.84	Y Y
JDC WEST DEVELOPMENT TEAM (JDC Junior Dev)	\$ 3,200.00	\$ 7,698.02	\$ (4,498.02)	1.02%	\$2.03	Y Y
CUS PRIDE (LGBTQ2S+)	\$ -	\$ 1,013.46	\$ (1,013.46)	0.13%	\$0.27	Y Y
ME INC.	\$ 21,150.00	\$ 56,710.06	\$ (35,560.06)	7.50%	\$14.92	Y Y
NATIONAL STRATEGY CONSULTING CONFERENCE (NSCC)	\$ 38,550.00	\$ 112,486.35	\$ (73,936.35)	14.88%	\$29.60	Y Y
POITS	\$ 70,420.00	\$ 107,132.49	\$ (36,712.49)	14.17%	\$28.19	Y Y
SAUDER INTERNATIONAL STUDENT ASSOCIATION (SISA)	\$ 4,850.00	\$ 9,850.32	\$ (5,000.32)	1.30%	\$2.59	Y Y
SAUDER SPORTS	\$ 2,280.00	\$ 16,205.85	\$ (13,925.85)	2.14%	\$4.26	Y Y
VISUAL MEDIA (VM)	\$ 1,650.00	\$ 5,674.46	\$ (4,024.46)	0.75%	\$1.49	Y Y
YEARBOOK & PROSPECTUS	\$ 6,000.00	\$ 35,954.18	\$ (29,954.18)	4.75%	\$9.46	Y Y
TOTAL	\$ 236,205.00	\$ 880,710.35	\$ (644,505.35)	116.47%	\$231.77	
CUS INTERNAL OPERATIONS						
ACADEMIC PORTFOLIO	\$ -	\$ 3,373.04	\$ (3,373.04)	0.45%	\$0.89	Y Y
BULK SUPPLIES FOR SERVICES	\$ -	\$ 7,500.00	\$ (7,500.00)	0.99%	\$1.97	Y Y
CLEANING AND LOUNGE EXPENSES	\$ -	\$ 7,000.00	\$ (7,000.00)	0.93%	\$1.84	Y Y
SERVICE COUNCIL TRAINING TERM 1	\$ -	\$ 7,000.00	\$ (7,000.00)	0.93%	\$1.84	Y Y
SERVICE COUNCIL TRAINING TERM 2	\$ -	\$ 7,000.00	\$ (7,000.00)	0.93%	\$1.84	Y Y
EXTERNAL PORTFOLIO	\$ -	\$ 5,978.00	\$ (5,978.00)	0.79%	\$1.57	Y Y
FINANCE PORTFOLIO	\$ -	\$ 1,892.00	\$ (1,892.00)	0.25%	\$0.50	Y Y
HR COMMISSION	\$ -	\$ 1,447.02	\$ (1,447.02)	0.19%	\$0.38	Y Y
EQUITY COMMISSION	\$ -	\$ 887.94	\$ (887.94)	0.12%	\$0.23	Y Y
INFORMATION TECHNOLOGY COMMISSION	\$ -	\$ 123.90	\$ (123.90)	0.02%	\$0.03	Y Y
INTERNAL AFFAIRS PORTFOLIO	\$ -	\$ 6,570.00	\$ (6,570.00)	0.87%	\$1.73	Y Y
MARKETING & COMMUNICATIONS PORTFOLIO	\$ -	\$ 11,765.88	\$ (11,765.88)	1.56%	\$3.10	Y Y
SERVICE COUNCIL TRANSPORTATION	\$ -	\$ 4,000.00	\$ (4,000.00)	0.53%	\$1.05	Y Y
SERVICE COUNCIL TRAINING SUPPLIES	\$ -	\$ 1,000.00	\$ (1,000.00)	0.13%	\$0.26	Y Y
OFFICE SUPPLIES	\$ -	\$ 50.00	\$ (50.00)	0.01%	\$0.01	Y Y
STUDENT ENGAGEMENT PORTFOLIO	\$ -	\$ 3,634.42	\$ (3,634.42)	0.48%	\$0.96	Y Y
TOTAL	\$ -	\$ 69,222.20	\$ (69,222.20)	9.15%	\$18.22	
GRAND TOTAL	\$ 1,001,405.00	\$ 1,331,857.87	\$ (330,452.87)	176.13%	\$ 350.05	

BUDGET ANALYSIS

Budget Category I: Funding

Early Grad and Co-op Refunds

- Supported by the UGO and BCC, Co-op students are offered \$100.00 per co-op term during the academic year. The purpose is to partially reimburse their students fees as they did not have access to CUS services and opportunities whilst away on their work placement. This year, we are working with the AMS to automate this process.

Sponsorship

- There has not yet been any confirmed sponsorships, but based on historical data it is projected to receive \$5000.00 of funding.

Student Fees

- We expect 3800 students in the upcoming year with student fees to be collected in September upon the due date of instalment fees. This year, we have successfully advocated for a reduced fee at \$199 to help alleviate financial burdens from the pandemic.

Note: Due to the absence of historical data on virtual environments and a reduced student fee, all services and portfolios were encouraged to spend conservatively; as a result the society ran a surplus for the 2020/2021 fiscal year. This provides CUS more flexibility to incur a higher deficit by continuing to accommodate our students during this hybrid year with a reduced student fee and reinvesting into our current year's operations through the form of increased funding for our service events, safety equipment, and any required expenditures to make large scale events compliant with the BC Health Authority regulations.

○ Budget Category II: Contributions to Sauder Programs

- **Brand Management Mentorship Program**
 - The Brand Management Mentorship Program (BMMP) helps bridge students who are interested in Marketing to professionals.
- **Business Career Center (BCC)**
 - The Hari B. Varshney Business Career Centre (BCC) plays a crucial role in your UBC Sauder experience by bridging the gap between UBC Sauder's academic programs and the business world. CUS funding provides resources to support General, Events & Marketing operations like the Spring Network Social and promotional material online. We also help with Career, Professional & Personal Development initiatives through access to online platforms like CaseCoach, Interview Stream, Vmock, Capital Markets Training Program (CMTP), and more. As well, BCC is able to facilitate COMM 202, student hires, Career Peer Advisor Program (CPAP), and the 2021 Think Tank project with our support.
- **Faculty Sponsored Case Competitions**
 - The Faculty Sponsored Case Competitions helps support students and faculty to represent Sauder at external case competitions.
- **Sauder Summit**
 - Sauder Summit is a Sauder-facilitated case competition that invites renowned business schools across the world.
- **The Spark**
 - The Spark is an orientation for incoming students to our Sauder community. This year, our funding is accommodated for both incoming 1st years and 2nd years who missed out due to the online year. We hope to provide opportunities for all students that have not experienced in-person school at Sauder to get settled in and feel welcomed.

○ Budget Category III: CUS Support to Clubs

- **Club Membership Grant**
 - This year, the CUS will be increasing our base fee to \$1,500.00 for each affiliated club within the CUS. The monetary funding will allow clubs to function at the same level and provide quality events and services to BCOM students, in a hybrid environment.
- **Club Membership Subsidies**
 - We halted membership subsidies to provide larger monetary support in grant funding.

○ Budget Category IV: Student and Projects Funding

- **Commerce Student Initiative Fund**
 - The Commerce Student Initiative Fund (CSIF) was established last year where Conference Affiliation and Clubs Innovation Grant merged together. CSIF aims to encourage and support all CUS Services, Clubs, and students to ignite new initiatives. Working closely with the Board of Directors, CSIF ensures that all applications are assessed fairly. With the funding of \$50,000.00, this committee looks forward to hearing from CUS Services, Clubs, and Students and supporting new initiatives and opportunities for the Sauder community.
- **Commerce Diversity Award**
 - The Commerce Diversity Scholarship is a \$100,000.00 five-year scholarship created by the Commerce Undergraduate Society to support Black, Indigenous and People of Colour (BIPOC) students in their studies at the Sauder School of Business. This initiative aims to empower BIPOC students and aid them in achieving their goals while being supported by the CUS community. Throughout the five years starting in 2020/2021, \$20,000.00 will be given out each year. In future years, we aim to include more marginalized communities to best support our students.

Budget Category V: Administrative

- **CABS Membership**
 - The Canadian Association of Business Students is a network of business student unions across Canada. The CUS meet with other business schools on a monthly basis to build connections, collaborate on initiatives, promote events and learn from various sources. Being part of this network will provide the CUS with new insights surrounding growth opportunities and supporting the Sauder student body.
- **CUS BCOM Coffee**
 - To improve our offering of free coffee at our CUS lounge, we currently have ongoing discussions to finalize a new vendor and we are excited to share with you all soon in September.
- **Locker Revenue**
 - Lockers are available for student rental for \$20 per term. The amount allocated for this service is adjusted to \$4,000 to accommodate the upcoming hybrid year.
- **Slack**
 - Slack enables the CUS to effectively and efficiently communicate with each other.
- **Website Development**
 - With Board approval and consensus from the Sauder community, CUS will work towards a new website to increase functionality, navigation of key information, and student usage. Total funding is still under discussion and will only be confirmed after final presentation, due diligence, and final approval from the Board.
- **Website Hosting**
 - Website Hosting is used towards the website domain renewal and server maintenance.

Budget Category VI: Board Executive, and Service Council

Board Of Directors

- The Board of Directors is a group of elected individuals who oversee and form the general strategic direction of the CUS. Our primary operations include passing CUS-wide decisions and developing strong relationships with the Sauder student body as representatives. We also work with the Executive Council to create and oversee new initiatives. We also hold office hours so feel free to come chat with us if you have any questions regarding anything with the society.

Executive Council

- The Executive Council governs the operations of the Commerce Undergraduate Society. The 25 services, 14 affiliated clubs, advocacy initiatives, and administrative procedures within the society are overseen by the executives. The Executive Council plans to continue to help the CUS plan for a safe and exciting return to campus. Our goals for this year are to continually work on our communication with the student body whether it's about opportunities, resources we offer, new initiatives, or understanding CUS operations.

Service Council Apparel

- Service Council Apparel are provided to our dedicated and hardworking student leaders as a token of appreciation of their contributions to the society. In addition, this year, funding will go towards the Internal Portfolio's new initiative to launch a merchandise store for our student community.

Budget Category VII: CUS Services

○ Awards & Recognition

- The Awards & Recognition Committee is dedicated to recognizing the accomplishments and service of Sauder students, clubs, conferences, and faculty. The CUS Awards Night and Recognition Committee cap off the year with an extravagant gala event to congratulate and celebrate the invitees. This year, we want to focus on implementing strong communication channels with CUS clubs and services. As well, we hope to bring everyone together in a post-pandemic time at the Awards Gala.

○ Business and Computer Science Society (BUCS)

- This year, the BUCS team will focus on the social and accessibility aspects of the BUCS program. We aim to connect students through social events such as BUCS Night and are developing a platform to upload and share academic/professional resources specific to our program. Our main goal is to host social events like BUCS Nights, BUCS Games Night, and Coffee Chats! Our other focus will be creating resources such as a Course Planning guide, Club/Involvements guide, and a BUCS Branding guide so students get useful information and direction otherwise only available through chatting with upper years.

○ Business Week (BizWeek)

- Business Week aims to promote engagement and growth at the Sauder School of Business while encompassing a wide variety of activities designed to facilitate interaction between clubs, conferences, and services within Sauder and corporate sponsors. The vision for this year is to continue the tradition of providing Sauder students with a welcoming environment that fosters engagement, spirit, and growth. This vision is especially important this year as all students have missed out on a year of engagement due to the pandemic, and we hope to fast-track their journey through both Business week and Commerce day.

- **Campus Ambassador Program (CAP)**
 - The CAP is dedicated to introducing Sauder to high school students around the lower mainland by presenting online and in person. CAP is unique because it is not directly a service for Sauder students, it is an external and marketing service for potential Sauder students! Our goals this year are to increase outreach in the lower mainland from roughly 50 to 160 schools, increase our social media presence, and introduce a new business etiquette event for high schoolers. Future goals would be to expand beyond BC by doing online events in other provinces.
- **Clarify**
 - Clarify promotes and facilitates a culture of consent within the Sauder community. We hope to destigmatize the conversation around sexual violence prevention through educational campaigns, interactive events, and social media posts. We aim to host at least four events in the upcoming school year. Since our service is relatively new, we will be focusing effort on marketing and branding to increase our recognition within the Sauder community.
- **Commerce Community Program (CCP)**
 - The Commerce Community Program is a service that aims to promote social responsibility and train future business leaders through volunteering and creating a shared value between businesses and the community. As we return to campus, we aim to introduce volunteer opportunities and to have a wider variety of events such as case competitions, fundraisers, and networking sessions. Keep a lookout for our collaborations with CUSustainability, SISA, and Sauder Sports. By providing a platform that fosters a stronger sense of community and that focuses on responsible business leadership, we hope to raise awareness and increase support for local, ethical and sustainable businesses for the long term.

- **Commerce Mentorship Program (CMP)**
 - The Commerce Mentorship Program aims to help students excel academically. Mainly, CMP provides free, customized midterm and final exam preparation review sessions taught by paid instructors. CMP also hosts various events such as our panel and networking events that allow students to connect with others and grow professionally. CMP's goal for the 2021/22 school year is to be a valuable academic resource by continuing to provide students with high-quality exam review sessions. CMP also aims to provide opportunities for professional development and other avenues for academic support. This can be seen through our networking event, Internship Night, launching our new CMP Connect page, supporting Sauder HeWe during our review sessions, and a week of study sessions in February.
- **CUS Sustainability**
 - CUS Sustainability is a community for students to learn more about the three pillars of sustainability; social, economic, and environmental, and their business connection. Stay tuned for more information regarding our kick-off event, case competition, conference, and Chasing Sustainable Business podcast! Our three primary goals for the 2021/22 year are to grow the Chasing Sustainable Business podcast, focus on all three pillars of sustainability (not just environmental) and increase our community engagement on social media. Additionally, we are looking forward to hosting our conference in person for the first time since 2019. We can't wait to see you all soon!
- **Elections**
 - CUS Elections Committee is in charge of managing and creating all events and forums related to Sauder elections. Our goal for the service is to increase awareness regarding elections events and procedures to the Sauder student body, and ensure that candidates get the support they need even during an hybrid year. Potential future goals are to increase voter turnout by leveraging in-person opportunities.

- **Executive Mentorship Program (EMP)**
 - EMP provides one-on-one mentorships with industry professionals. Our goal is to provide mentees with the valuable resources they need to navigate their career journey successfully.
- **External Conferences (ExCO)**
 - ExCo supports Sauder undergraduates as they seek out opportunities that fulfill their academic goals by providing subsidies for external conferences. Our events will invite both workshop hosts and previous conference delegates to speak about their experiences and spark inspiration for Sauder students. Our service aims to maximize the value of external opportunities for Sauder students by increasing awareness through social media engagement. The ExCo Finance team is adjusting our existing reimbursement policies to omit local transportation. This decision was made to decrease confusion about split payments for ride-sharing services. In lieu of local transportation, we will be taking requests for special considerations. 1st-semester applications will proceed as usual in a first-come-first-serve manner, but our team will be mindful to aim for 1/3 usage of our budget. 2nd-semester applications must be submitted by a deadline in late January and will be evaluated after the deadline. This system addresses the risk of running out of our allocated budget and reminds our team to encourage the full usage of our funding.
- **First-Year Committee (FYC)**
 - The FYC is the sole service that provides exclusive opportunities to first-year Sauder students. We aim to create a sense of belonging and connection to the Sauder community for all first-year students, inspire incoming students and restore the Sauder spirit! This year, we hope to continue this vision by understanding the pillars of the Sauder community and by further integrating the FYC into Sauder-wide communications platforms to increase student engagement.

- **Grad Night**
 - Sauder Grad Night is a memorable event held annually at the end of the academic year to celebrate the completion of the BCom degree for UBC Sauder undergraduate students. After all those exams, networking sessions, and tons of caffeine, there is no better way to celebrate this accomplishment alongside friends and peers than at Sauder Grad Night! Sauder Grad Night aims to host an exciting, safe, and highly-anticipated experience that commemorates and toasts the hard work that students have put into their degrees. The 2021/22 team aims to host a financially accessible and safe event for grads.
- **Health and Wellness (HeWe)**
 - Sauder Health and Wellness focuses on providing fun events that promote mental and physical wellness within the Sauder community. This year, we strive to incorporate more mental health aspects into all of our events. As always, Sauder Health and Wellness will continue providing monthly meals at HeWe Eats and Exam Care Packages during both final seasons! Our vision this year is to create a sense of comfort and community within Sauder that encourages students to communicate to one another about their mental health. This year we will be introducing a new mental health event called, “Let’s Taco Bout It”, that we hope will open up these conversations. Another main goal is to reduce accessibility barriers at our events so we can allow for a greater diverse group of students to enjoy these events. With our budget, we have allocated our resources towards our most popular events to try and reach as many students as possible. With a budget of \$30,000 this year, Sauder Health & Wellness are committed to serving even more students through our events. This year, we are planning to provide over 800 Exam Care Packages throughout the school year and 200 meals every month at HeWe Eats.

- **Imprint**

- Imprint is Western Canada's largest corporate branding and marketing conference. We host over 300 students and delegates each year at our main conference in February, to give students a glimpse into the corporate branding world. UBC Imprint will be carrying on the prevailing traditions set by previous years while continuing to seek growth opportunities with the purpose of sustaining the impacts it makes within its communities. We view 2021-2022 as a pivotal year to further expand industry connections and student outreach, especially in light of the current world-standing. By prioritizing student feedback, UBC Imprint will be creating safe and collaborative environments encompassing valuable learning opportunities.

- **JDC West Competition Team (JDCW)**

- JDC West is a three-day event that showcases academics, athletics, debate, and an out-of-the-box social competition. This prestigious event is the largest business competition in Western Canada with 600 undergraduate delegates from twelve of the premier post-secondary institutions across British Columbia, Alberta, Saskatchewan, and Manitoba. Annually, JDC West requires the support of almost 300 volunteers and dozens of professional partners to make this elaborate, multi-faceted competition possible. For the upcoming school year, JDC aims to increase the overall awareness of the service, and recruit the targeted student body that aligns with the program's overarching goals. Our executive team will also work on improving the program design to better tailor junior students' needs. Within the program, our team will promote the building of connections among participants to add value to their learning outcomes.

- JDC West Development Team (JDC Junior Dev)
 - JDC West Junior Development aims to help first and second-year standing students gain valuable case experience and elevate the case competitor quality in Sauder. It addresses a gap in knowledge between the curriculum and other case development programs via targeted bootcamps, constant feedback, and a final Mock Case Competition that solidifies all of the learning objectives. JDC West Junior Development's main program runs in the second term of the academic year and serves as a vehicle for experienced senior students to give back to the younger cohorts. For the upcoming school year, JDC aims to increase the overall awareness of the service, and recruit the targeted student body that aligns with the program's overarching goals. Our executive team will also work on improving the program design to better tailor junior students' needs. Within the program, our team will promote the building of connections among participants to add value to their learning outcomes.
- CUS Pride
 - CUS Pride provides LGBTQ2A+ support and resources for queer students and allies at UBC's Sauder School of Business. We promote and advocate for diversity and equity both inside and outside of the business world. CUS Pride aims to help connect queer students with business professionals interested in creating and fostering safe and diverse work environments. Furthermore, we strive to provide and advertise online opportunities for LGBTQ2S+ Sauder students to ask questions and display talent to large companies looking to recruit.

- **Me Inc.**
 - To empower Sauder Undergraduates with their own professional network, career roadmap and personal brand, Me Inc was founded so that our future business leaders are better equipped to handle adversity and lead others to success. Through various pre-conference workshops and our conference, Me Inc. hopes to build the personal brands of attending students through guided networking, mentoring sessions, and workshops. Simultaneously, we emphasize the importance of realizing that each student has their own unique career path.
- **National Strategy Consulting Conference (NSCC)**
 - The NSCC aims to bring an insight into an underrepresented profession within Sauder - consulting. By creating a competition and informational conference experience designed to mimic the real-world profession, we aim to give students the best possible skills development and understanding of consulting to pique their interest and jump-start their career trajectory. This year, our goal is to develop a more immersive case experience that better reflects a real-life engagement for competitors, including client face time and mentorship. On the conference side, we are looking to develop a theme that mirrors trends in the industry for a holistic overview of pressing topics throughout consulting. In the future, we hope to host additional events and workshops to deepen the presence of consulting at Sauder.
- **POITS**
 - This year POITS plans to continue the tradition of Sauder's bi-weekly beer garden while modernizing the brand. We are focusing on partnerships to provide a wider selection of beverages at our events. We strive to provide safe and exciting social experiences that will impact students for the rest of their university life. Our future goals are to increase and maintain relationships with our sponsors to create a strong basis for future teams to work from. We will be hosting 12 events and focusing on marketing to reach a wider audience at Sauder and UBC.

- **Presidential Portfolio**

- The presidential portfolio will be supporting the functions and health of the organization. It is comprised of the Human Resources Commission, an administrative director, the IT commission, and an equity advisor with two services: Clarify and CUS Pride. We hope to make sure the people of our organization are recognized for their hard work, the students feel heard, and for the team morale to be high throughout the year. It is our goal to continue evolving CUS through code, initiatives, team bonding activities, assistance in day-to-day tasks, and more.

- **Sauder International Student Association (SISA)**

- UBC SISA aims to be a representative for international students and their perspectives. We promote global citizenship and cross-cultural awareness along with a strong sense of community within Sauder. SISA also seeks to provide opportunities for its members to create meaningful connections with other students with similar experiences of moving to Canada and adjusting to the culture. Main events include Sauder 101 at the start of the year, followed by Scavenger Hunt, Sauder's very own first Latin event, our traditional Thanksgiving Dinner and Cultural Night, as well as other small events incorporating different cultural themes. This year, our aim is to provide more support to Sauder's international students by providing resources. Our goal is to promote academic, personal and professional development by hosting our cultural and educational events, as well as posting helpful resources on our social media platforms. University can be a daunting experience for international students, especially those that are traveling outside their country for the very first time. At UBC, we are lucky to encounter various cultures, and taking part in SISA's events can be a welcoming transition to life in Vancouver.

- **Sauder Sports**
 - Sauder Sports is a service that provides a wide variety of sporting events for Sauder students throughout the school year. This not only keeps students active but helps them relax and take a break from the stress of their courses, while also connecting with their peers. With the upcoming school year have students back on campus, Sauder Sports is excited to provide in-person fitness activities and sporting tournaments to get students back to being active together! Our goal is to host a variety of events, including many tournaments to bring the Sauder community closer together, allowing students to meet new friends and reconnect with old ones through sports.
- **Visual Media**
 - Visual Media provides free photography and videography services for CUS Students, Clubs, and other Services. We also provide free professional headshots for students! Our goal is to provide top-quality promotional materials. We are hoping to improve the quality of our photos and our videos. In the past years, we have only produced event coverage. We are now moving towards also producing promotional materials.
- **Yearbook & Prospectus**
 - The Yearbook and Prospectus service is responsible for the creation and distribution of the annual CUS Prospectus agenda as well as the Sauder Grad Yearbook. From designing layouts to touching up photos and polishing write-ups, the end results are two of the most useful and memorable publications of the event highlights throughout the school year! We achieved two main goals of helping students to stay balanced with their academic and personal life and to maintain a strong relationship with Sauder grads. Proceeding on, the Yearbook and Prospectus service will provide the Sauder community with improved designs and contents of both publications.

○ Budget Category VIII: CUS Internal Operations

○ Academic Portfolio

- The Academic Portfolio oversees four (ExCo, JDCW, JDC Jr, and CMP) and advocates for the student body with regard to academic matters. We aim to bring the CUS, faculty, and student body closer together and promote academics opportunities. This year, we hope to launch an Instagram account where students can find postings about academic opportunities, resources, TA hirings, faculty staff spotlights, and more! We plan to hold three new events: Scholars Night, Concentration Night, and BTM & OPLOG Night. For the 2021/2022 year, we aim to generate greater awareness of the CUS's influence with regards to advocating for students and resolving their troubles.

○ Bulk Supplies for Services

- We have increased funding to accomodate necessary safety supplies for services to run in-person events smoothly.

○ Cleaning and Lounge Expenses

- This year, we have increased funding to revamp the CUS Lounge and ensure a clean space for our students to return to.

○ Service Council Training Term 1 & 2

- The focus of this training is team bonding, the spearheading of CUS strategy for the upcoming academic year, and shaping the CUS experience for student leaders under each Vice-President's portfolio. The remainder of the allotted amount has seen limited use, other than for the purpose of a social. It will be retained for maintaining high levels of motivation to ensure strong finishes in all phases of operations and reward student leaders for their long hours of dedicated work throughout the year.

- External Portfolio

- The External Portfolio oversees external affairs and four services, which are: NSCC, Me Inc, Imprint, and the Executive Mentorship Program. We also lead the CR Commission which maintains CUS' corporate relations standards and provides support to all CUS services and affiliated clubs in securing appropriate partners. External Portfolio works closely with Sauder stakeholders including the UGO, BCC, Alumni Engagement, as well as interfaculty committee to work on annual projects and strengthen the CUS image. The External Portfolio's vision this year is to establish and maintain CUS' relationships with external partners whose values align with CUS' values and image by leveraging the CR Commission and their expertise on external relations. We also hope to support both the student body and local businesses by continuing the CUSavings Program, which is a Sauder student-exclusive discount program.

- Finance Portfolio

- The Finance Portfolio oversees the financial operations of the CUS; its main responsibilities include budgeting creation, finances oversight, and financial planning/analysis. Within the portfolio, there is the Finance Commission and Audit Commission. The team of 11 Financial Analysts guide their assigned services throughout the annual budgeting process and ensure subsequent efficient and accurate documentation of expenses and revenues. The Finance Commission works side by side with the Audit Commission to ensure transparency, accuracy, and integrity. The purpose of the Audit Commission is to maximize transparency, accuracy, and integrity by overseeing CUS's financial transactions and processes and resolving any discrepancies found. This year, our main focus is to increase financial literacy in our student community through workshops in collaborations with student clubs and external organizations.

○ Human Resources Commission

- The HR commission in the CUS is responsible for ensuring ethical conduct throughout the organization that follows the CUS code. In particular, we oversee recruitment, hiring, conflict resolution, and performance management. Our team is comprised of co-directors and six generalists who are assigned to specific CUS portfolios. This year we are excited to announce a new initiative in partnership with the equity division to host an educational event on the fundamentals of being an inclusive leader. Our goals for this year fall under 4 key pillars:
 - Influence: Act as a neutral party to provide feedback on any decisions or issues
 - Include: Incorporate EDI practices into Sauder community
 - Coach: Providing training and coaching on different HR resources to support student leaders
 - Facilitate: Facilitate and assist the execution of various processes

○ Equity Commission

- The Equity Commission is a new initiative this year to grow and promote EDI culture within the CUS and to educate the Sauder student body on these projects. Over the summer, we launched the See Us Podcast to chat with student leaders on various community topics.

○ Information Technology Commission

- The IT commission is responsible for the security, enhancements, hosting, content creation, and overall integrity of the Commerce Undergraduate Society's 23 websites, emails, and IT architecture. The IT commission works mainly with GSuite management, CUS locker allocations, and WordPress-related tasks. Our goals for the 2021/22 school year include completing a website development project, taking on more IT-related projects, and increasing our involvement in the CUS.

- **Internal Portfolio**

- The Internal Portfolio takes care of all the CUS room and zoom bookings, oversees the student lounge, and delegates between all the CUS clubs and services. We affiliate all of the clubs at the beginning of each year and are the first point of contact for nearly all CUS members. This year, the internal team is hoping to launch the CUS Merch Store, where students can get both CUS and Sauder branded swag. We've already started preparing the hire of the Merch Store Chair, a new position we've created. We're also initiating a club president social, to increase cohesiveness and community within our clubs and services. Lastly, we hope to make the room booking process more efficient and to continue holding club round tables.

- **Marketing & Communications Portfolio**

- This year, we want to make the CUS visible at every touchpoint online and offline for students so that they can leverage the opportunities and resources within the CUS to achieve personal, academic, and professional success. Furthermore, we want to showcase the people, functions, and initiatives behind the CUS and spotlight the unique experiences and backgrounds of Sauder students. Stay tuned to our social media platforms for the latest news, updates, and events from the CUS, and make the most out of your university experience!

- **Service Council Transportation**

- The Service Council Transportation is allocated to accommodate transportation needed for service members to attend training. With COVID-19, vendors have increased transportation fees. We are currently working to seek the most affordable option from various vendors.

- **Service Council Training Supplies**
 - The Service Council Training Supplies is allocated to support activities, workshops, or initiatives to enhance training efforts for our service members.
- **Office Supplies**
 - The Office Supplies is allocated to efficiently run the day-to-day operations of the Executive Office.
- **Student Engagement Portfolio**
 - The Student Engagement Portfolio aims to promote volunteerism and involvement within all Sauder students. We also look to improve student's personal lives while at Sauder by providing fun, community-building events! Our goal for the school year is to increase engagement in Student Engagement events throughout the year, promote volunteerism and involvement in all students, and utilize student voices to improve the Sauder students' experience.



Should students or stakeholders have additional concerns or inquiries regarding the content of this report, they are encouraged to contact the Finance Portfolio, at finance.general@cus.ca with the subject line being “[2021Q1 Inquiry]...”

