



commerce
undergraduate
society

Executive Council Meeting

Scheduled Time: 7:00 PM - Oct 25th, 2021 | Location: Boardroom and Zoom

Open to the General Membership of the Society Unless Otherwise Deemed In-Camera

Note: presentations and/or proposed motions should be requested to be included on the agenda at least three (3) days in advance of a meeting by contacting the Administrative Director, Melayna Beaudin, at melayna.beaudin@cus.ca – materials received past this point may be considered for the subsequent meeting's agenda at the Administrative Director's discretion.

Attendance:

Name	Position	Present ("X")	Late ("X")	Proxy
Grace Lee	President (Chairperson)	X		
Melina Amirsharafi	Vice-President, Academic Affairs (Vice-Chairperson)	X		
Rachel Kim	Vice-President, External Affairs	X		
Nicole Zhu	Vice-President, Finance	X		
Alison Lee	Vice-President, Internal Affairs	X		
Joey Huang	Vice-President, Marketing and Communications	X		
Thomas Kamiya	Vice-President, Student Engagement	X		
Doris Huang	Ombudsperson			Hunter
Melayna Beaudin	Administrative Director	X		

Guests:

A. **Call to Order**

The meeting was called to order at 7:10pm.

B. **Amendments to and Adoption of the Agenda**

Moved: Rachel | Seconded: Nicole

Be it resolved that the agenda be adopted as presented.

*In favour: All
Opposed: None
Abstentions: None*

...the motion carries

C. Introductions of the first year reps

- Thomas Dunsmore
- Talya Pollack

D. Personal Updates

E. Professional Updates

I. President

● Internal:

- I. Dunk tank for JDC West fundraiser this Thursday -- come out & support:)
- II. Wrapping up on performance evals
- III. Had presidential portfolio social
- IV. Sorting out CABS conference logistics
- V. Onboarding of our first year reps
- VI. Prepping for building users committee meeting

● External:

- I. Meeting with Joey, Pam and Nicole this Wednesday
- II. AMS meeting this Weds; AMS agm this Thurs
- III. All presidents (of all undergrad societies) meeting hosted by CUS this Tuesday
- IV. Meeting with Kim mech (MarComm) for student engagement next Tuesday
- V. Filmed for DAE about Don's gift to Sauder & the CUS Teaching Excellence

award

- VI. Preparing presentation for UGO fall preview in mid November

● Others:

- I. Looking at possible improvements for student lounge--will have formal pitch later--requesting for board to come to next board meeting with specific suggestions from the student body they represent

II. Vice-President, Academic Affairs

- IG initiative → Ongoing
- Events → Scrapped BTM/OPLOG night, focusing on new Event initiative named "CUSTUDY"
- Faculty Caucus → Tentatively Nov 25th
- Ban on Collabs with Tutoring Companies
- Currently looking into more ways to collaborate with the UGO
- CMP → Online review sessions are currently up and running, been seeing great turnout
- JR Dev → Full team hired, working on collab with JDC/ExCo
- ExCo → Working on marketing newsletter,
- JDC→ Ongoing charity work (Dunk Tank), Currently in the process of team training

- III. Vice-President, Finance
 - Finished [Q2 Report](#)!! Will be posted on Wed
 - I. Q2 Total Expenses spent so far
 - 1. \$267,754.74/1,331,857.87 (around **20%**)
 - II. BCC
 - 1. Virtual and in-person job application reviews by Career Peer Advisors
 - 2. Recruiting events with employers, including company information sessions
 - 3. More internship and job postings
 - 4. Expanded emotional intelligence training for students in COMM 202
 - 5. The BCC and CUS also collaborated on our first Think Tank project where BCom student consultants recommended ways we could increase support and scale our services.
 - III. Downsized Awards back to normal operations (100K to 30K)
- IV. Vice-President, Internal Affairs
 - Lounge
 - I. Slowly sorting out coffee machine situation
 - II. Interior designer
 - Storage Room
 - I. Still waiting for custodial to clean it out
 - Room Bookings
 - I. ALL bookings (anywhere on campus) goes through CUS room booking form
 - II. Submit 2 weeks in advance
 - Comm Collection launched today
 - I. Share on your story and tell your friends!
- V. Vice-President, Marketing and Communications
 - [Get To Know CUS](#) launch Nov 12th
 - I. Filming on Nov 8th
 - [CUSpotlight](#) campaign launch in December
 - I. Reaching out to Jensen Tung, StorageHotel and Mira Hayre, P&G Brand Manager for first round of outreach
 - Events Calendar Push, CTA in CUSunday and social post/blog
 - Giveaways (themed), monthly
 - [Monthly blog](#)
 - [CUSmile](#) collab w/ Hewe, contacting them for first meeting
 - CUS Lounge, making a pinterest board of ideas we can do for our interactive art piece
 - Mural Art, coming up with a few concepts/visual inspo--suggestions?
 - Mini International Student Promo
 - I. CUS QR Codes in lounge, "for the latest events"
 - II. Ask international students to follow us
 - III. CTA with puns for the pool table, coffee machine
 - Visual Media
 - I. Headshots

VI. Vice-President, External Affairs

- CR Commission
 - Big deal for CUSavings from Fresh Prep; can connect with Marketing
 - CUSavings sticker boothing this week; CUSavings survey up on our social media!
 - PR Industry Night; connected with DAE and BCC → set for November 24th
- External Services
 - All services finished hiring and onboarding; first full team meetings rolling out this week
 - NSCC: preliminary round registration is opened
 - EMP: mentee hiring done/will be sharing the pairing soon
- External Communications
 - Attended CABS meeting; connected with U of Manitoba, York, and Carleton
 - Connected DAE with Marketing regards CUSpotlight
 - Connected with BCC; looking forward to Connection Blitz (networking event) in January and wanting to connect with first years
 - Meeting with Lazaridis Student Society (Laurier) for potential partnership on Movember event
- Interfaculty Communication
 - Interfaculty case competition is currently open! Marketing promo requested
 - Looking forward to connect first year reps across faculties for future collaborations
- CUSafety Training
 - Moving forward with Vida First Aid
 - Training to be provided on Nov 7th for interested members

VII. Vice-President, Student Engagement

- Pairing for CUS Coffee Chats going out this week
 - I. Figuring out payment process with Nicole for Loafe Gift Cards
- Pet Therapy event on November 9th
 - I. SJA is bringing in 5 dog teams
 - II. Trying to figure out if we can bring the dogs into HA with Sauder Events
- Week of student engagement events “CUSmile” going on November 15-19
- FYC Exec hiring going on this week
 - I. Met with FYR today
- Melayna helping us decorate for halloween this week

VIII. Equity Advisor

- Sauder EDI Call for Student delegates and EDI Call for action proposals
 - I. Sauder committee is actually compensating student work!!
- New Team is hired
- Plans to revamp the CUS Equity Instagram as a equity resources and news page
- First event on planned for November 17th on Gender Diversity and Gender Identity in business
 - I. Will continue to provide updates as plans develop, highly encouraging as many people from the cus to attend as possible.
- I will also be working with Kate White more on the Sauder EDI Committee


IX. Administrative Director

- Nothing to add

- X. Ombudsperson
 - Writing a midterm at the moment, wish her luck!

F. Presentation to the Executive Council

G. Executive Business and Discussion

- i. CUS merch
 - I. CUS only merchandise, looking into discount for COMM Collection
- ii. Alumni Committee
 - I. Grace was considering forming a CUS alumni facebook group chat in order to learn from each other, to able to ask questions to past CUS members and stay in touch
 - II. Proposed alumni committee of past CUS presidents and executives that would be able to guide CUS strategy, targeting turnover rates, ethical issues, barriers to CUS involvement, general long term view of CUS
 - III. Concerns regarding interest from alumni, formality of nomination process, diversity of alumni on committee, decision making coming from past authority,
 - IV. Questions regarding current board members role and involvement
 - V. Grace will contact Evan to further discuss and better understand his pitch
- iii. [Finance Workshops](#)
 - I. CUS vs non CUS affiliated clubs
 - 1. UBC Trading Club
 - 2. WestPeak
 - 3. TACS
 - II. Can the finance department have non-CUS affiliated clubs speak at their workshops
 - III. Communicate to CUS services to see if they are interested
 - IV. Otherwise partnerships are allowed
- iv. Meeting spaces and time
 - I. Exec meetings will be held at 5:00pm, exec members in person
 - II. Board meetings will be held at 7:00pm, ideally everyone in person
- v. Overall performance feedbacks
 - I. Finished most VP performance reviews
 - II. Looking for more engagement ideas from board members
- vi. Prospectus request from Yearbook & Prospectus
 - I. Ordering more prospectus
 - II. Shipping out yearbooks
- vii. Execs Term 2 plans
 - I. Melina will be going to Korea in February
 - II. Nicole will be starting another co-op in Victoria in January
 - III.
- viii. Get To Know CUS November Filming
 - I. Filming will be November 8th, 6pm in board room
- ix. Morning Coffee
 - I. Sent out survey and found that most people don't read Morning Coffee
 - II. Will be using #random Slack channel instead
- x. FYC Shadowing
 -  First Year Committee x CUS Executive Introduction/Shadowing
 - Shadowing to help FYC learn more about their positions
 - VP Academic will pair with the first year reps

H. Approval of Minutes

Moved: Rachel | Seconded: Nicole

That the minutes from the Sept 27th Executive Council meeting be approved for public distribution.

*In favour: All
Opposed: None
Abstentions: None*

...the motion carries.

I. Next Meeting

The next board meeting will be held at 7:00pm PST on November 1st, 2021 in the CUS lounge.

J. Adjournment

Moved: Ky | Seconded: Thomas

There being no further business, be it resolved that the meeting be adjourned at 8:20pm.

*In favour: All
Opposed: None
Abstentions: None*

...the motion carries.