

## **UBC LSS Executive Meeting**

**Date of Meeting:** 5-Jun-2020

**Location of Meeting:** Online (Zoom)

**Meeting Start:** 12pm

### **Attendees:**

- Kiera Stel
- Natasha Rygnestad-Stahl
- Cassandra Sawers
- Elizabeth Keyes
- Sebastian Cooper
- Johanna Vanneste
- Natalia Mioduszewski
- Kelsey Wong
- Christa Alvernaz
- Navid Bayat
- Joanna Ludlow

### **Non-Attendees:**

- N/A

## **Agenda**

<b>Agenda Point</b>	<b>Notes</b>
(1) Introductions	- Liz' believes her title is actually VP Student Affairs not VP Social – this may need to be updated
(2) Update from President	Emails: <ul style="list-style-type: none"><li>- Kiera will send a link to a spreadsheet with UBC LSS email and back up email</li><li>- Everyone has access to their UBC LSS emails now</li><li>- Clubs email is being accessed by someone – Christa will change the password</li><li>- Christa and Natalia will look into whether they want to share an email</li><li>- Seb will think about whether he wants to change his email address because it is currently <a href="mailto:ams@ubclss.com">ams@ubclss.com</a> (but probably won't)</li></ul> Update: <ul style="list-style-type: none"><li>- Thanks to Natasha, Liz, Navid, Johanna, Cassandra for help on the UBC LSS statement</li><li>- Everyone needs to make sure to add the blurb to their email signatures about the name change (from ALSS and UBC LSS)</li><li>- Kiera to meet with Dean this month about what's going on – Dean said they are working on a plan for reopening Allard. Faculty is reviewing first, then we will get to see and give feedback. Also will bring Academic concerns that Navid has been working on. Kiera and Liz have been talking about creating a code of conduct to talk to Dean as well. If anyone has anything they want to bring to Dean, let Kiera know.</li></ul>

	<ul style="list-style-type: none"> <li>- Re code of conduct: for interacting online. Need a process for how to deal with online interactions. Orientation girls are doing canvas module on respect in online space.</li> <li>- Navid attended president's council in Kiera's place (president's council is a council for club presidents to seek mutual aid and support). Nest opened in May. AMS is reopening slowly and working on plan for September. Everyone is having issues with UBC Admin – not enough info. Questions about student fees – a majority of our student fees goes to the CSO. We get about \$30-40. There is chat about reducing fees/subsidies. Not something that has been in question yet for Law, but may be a thing to chat about with COVID. Some buildings have been focusing on capital projects since buildings are empty. Can lower without a referendum but not raise. Goes to Board of Directors of AMS. Would be a problem to bring them back up later because of referendum. CSO is doing more than ever now. Funding rolls over (we get it in surplus account). Need to be wary of clubs because of new rule that they get less funding if they don't use it all – don't want them to spend less. Christa had idea to do general clubs fundraiser and distribute to those who need it.</li> </ul>
<p>(3) Questions for Individuals</p> <ul style="list-style-type: none"> <li>a) Academic</li> <li>b) Finances</li> <li>c) Communications</li> <li>d) Social</li> </ul>	<p>Finances:</p> <ul style="list-style-type: none"> <li>- May be worth looking into getting Zoom funding from AMS</li> <li>- Kelsey and Rasheed are scheduling transition for next week</li> <li>- Kelsey is having AMS orientation</li> <li>- Reimbursements are usually with cash, but it will be e-transfers for now (unless over \$500)</li> <li>- Kelsey and Kiera need to get authorized</li> <li>- Question on budget: surplus or deficit? Once authorized, Kelsey can see overall picture but not all line items because it is on computer in AMS.</li> <li>- Firms have asked Liz about money they sent us that was not used. Some want it to be returned, some say to roll it over. Kelsey will know more after meeting with Rasheed.</li> <li>- Ask AMS what to do about reimbursement to be picked up when it was still cash. It was processed before e transfer system so people can't get refunds. Kelsey will look into this.</li> </ul> <p>Academic:</p> <ul style="list-style-type: none"> <li>- Putting together document of concerns to bring to Dean – especially COVID and online classes</li> <li>- Hoping to do student consultation on curriculum changes</li> <li>- Making a terms of reference for Academic committee</li> <li>- Looking at website – would be nice to have an online repository for year to year handover</li> <li>- On transfers: Kiera will follow up with transition memos if you haven't received yours</li> <li>- Looking at amending faculty council on rules about who sits on what committees and ensure that ILSA has positions on relevant committees</li> </ul>

	<ul style="list-style-type: none"> <li>- Concerns over online classes. Uteck was interested in this topic and wanted to hear more. Cassandra will continue to meet with her.</li> <li>- Wants to do survey about student experience with COVID</li> </ul> <p>Communications:</p> <ul style="list-style-type: none"> <li>- Need to update name change on all LSS platforms</li> <li>- Social media strategy – would be good to look into coming up with strategies for different platforms</li> <li>- Meeting minutes online need to be updated – Johanna has to look into tracking down ones from past years</li> <li>- Re domain name – we already own ubclss.com – once we pay for the year, we can update to park allardlsss.com</li> <li>- Keep system of using survey to collect names and emails. Potentially could add to Christa’s survey but through orientation is more encompassing.</li> </ul> <p>Clubs:</p> <ul style="list-style-type: none"> <li>- Christa sending survey over Facebook about club participation this year</li> <li>- If you want any info included in survey – send to Christa</li> </ul> <p>Senator:</p> <ul style="list-style-type: none"> <li>- Natasha was in meeting with Provost and got draft of document being sent to Deans with thoughts about moving to online teaching. Has lots of good principles, but concerns over what will happen when profs don’t follow them. Question of how to ensure profs are implementing these rules. Maybe bring back mid-term evaluations.</li> <li>- Potentially want to look at if we get feedback in September and bring to faculty council.</li> <li>- Should decide what role we are going to take</li> <li>- Maybe Joanna can make it clear that she is an ear for these types of complaints.</li> </ul>
(4) New Business	<p>O-Week</p> <ul style="list-style-type: none"> <li>- Everyone should think about o-week and what kind of event we could do – events can also be done later in the year with firms</li> <li>- Everyone will have to do a quick intro video</li> <li>- Navid – ideas from other faculties <ul style="list-style-type: none"> <li>o Kinesiology – set up a zoom coffee thing with bigger groups – not a bad idea – like icebreakers</li> <li>o Nursing is doing a “reverse yearbook” – they all send in info about themselves and send it out at beginning of year</li> </ul> </li> <li>- Christa - Ways to play cooperative games online – jackbox, apples to apples</li> <li>- Incoming class has already done a big zoom chat <ul style="list-style-type: none"> <li>o Some talk of doing icebreakers and van adventures</li> </ul> </li> <li>- Natalia – gatherings up to 50 people <ul style="list-style-type: none"> <li>o More contact is better than none</li> <li>o For wrap up party – it has to be online for orientation</li> </ul> </li> <li>- People will bring other initiatives to us</li> <li>- Anything that Liz can help with for events – reach out to her</li> </ul>

## Action Items

<b>Action Item</b>	<b>Responsible</b>	<b>Deadline</b>
Kiera to send a link to a spreadsheet with UBC LSS email and back up email	Kiera	
Christa to change the password to clubs email	Christa	
Christa and Natalia to decide if they want to share an email	Christa and Natalia	
Seb to decide whether he wants to change his email address from <a href="mailto:ams@ubclss.com">ams@ubclss.com</a>	Sebastian	
Everyone needs to make sure to add the blurb to their email signatures about the name change (from ALSS and UBC LSS)	All	
Email Kiera if you haven't received your transition memo from the person who formerly held your role	All	
Look into getting funding for Zoom from AMS	Kelsey	
Kelsey and Kiera to get authorized	Kelsey and Kiera	
Determine what happened to unused firm money from events	Kelsey and Liz	
Determine what students are meant to do with reimbursements issued before AMS swapped to etransfers	Kelsey	
Update website and social media with new name	Johanna	
Brainstorm ideas for O-week	All	