

Date: Sept 15th, 2022

Time: 12:30pm

Location: Zoom/LSS Room



# Executive Council Meeting Agenda & Minutes

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Attendees:

Regrets:

## Agenda:

Item	Details	Action, Who and When
<b>1 Call to Order</b>		
1.1 Approval of Agenda		Moved: Aki Seconded: Ryan
1.2 Approval of Minutes	<a href="#">☰ LSS Exec Meeting Agenda: Sept 6th</a>	Moved: Lara Seconded: Aki
<b>2 Open Business</b>		
<b>Upcoming Social Events</b>	<p>Social Council to have meeting soon – TBA, likely the end of next week. Summer meeting was cancelled due to lack of availability.</p> <p>One priority is to bring back all of the traditions that stopped during COVID.</p> <p>Future events – Wrap-up party for orientation went well. Lots of firm-sponsored socials.</p> <p>Sept 7 - Stikeman Elliot Scavenger Hunt</p> <p>Sept 8 - Blakes Plasma Car Event</p> <p>Sept 13 - BLG Pub Night</p> <p>Sept 15 - NRF Trivia Night</p> <p>Sept 22 - Gowling Event</p>	Brought forward: VP Social Sarah

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	<p>Oct 1 - Boat Cruise</p> <p>***</p> <p>Next to conquer will be planning the Winter Formal.</p> <p>Sept 23 - Potential for school-wide event (1L, 2L, 3L). No networking, just for fun. Before Boat Cruise? Can go into more detail at next Social Council Meeting. Will need a lot of support with planning.</p> <p>Update Sept 15: Cancelled idea; too much to take on last-minute + there are other events.</p> <p><b>Closed</b></p>	
<b>Academic Appointments</b>	<p>Upper year – All assigned except one. Need another person on admissions (must be Indigenous 3L). Reached out to ILSA to see if they have someone they can put on admissions instead. ILSA suggests we change our Constitution to make it more flexible; there must be an Indigenous student on admissions and we don't want to deal with future issues again. Brittney will look into Constitution to see what potential changes can be made.</p> <p>Academic Council to have meeting soon, after elections are sorted.</p> <p><b>Closed</b></p>	<p>Brought forward: VP Academic Brittney</p>
<b>Elections</b>	<p>4 1L Academic, 8 1L Social, 4 1L Careers, 2 1L Equity, Lovneet approval (?) and constitutional reform for committee assignments Must be in September as per constitution</p> <p>AMS reached out wanting to know details.</p> <p>Current Timeline:</p> <p>Open Nominations – Starting optimally on the 12th (next Monday) until the 16th or 18th.</p> <p>Election – Sept 19 - 23 (need a full week to vote, closes on Friday, results out the 23rd)</p>	<p>Brought Forward: President Amit</p>

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	<p>Send out an email on Thursday (the 8th) to outline the positions beforehand - So people have a chance to know what they're signing up for. Include emails for questions.</p> <p style="text-align: center;">***</p> <p>Timeline and election method to also be discussed at meeting this Friday at 4:30 PM with Brittney, Sarah, Lara, Aki, and Careers Rep.</p> <p>Update Sept 15: Considering postponing election deadline. Will assess afternoon of Sept 16 and then send email around 5 PM if needed.</p> <p>Nominations end of 23rd, elections 26-29.</p>	
<b>Student Involvement in Strategic Plan</b>	<p>Looking for students to come in and give their opinion about what the school should be doing going forward. They want 2 student reps to go - One from the LSS and one from the GLSS. Rep coming from Academic Council makes the most sense.</p> <p>Sept 23rd 3-5pm - Event, want 15-20 student reps at the event. Want to use it as an opportunity to discuss ideas and potential plans. Need to appoint somebody to go to all the meetings throughout the year. Aki will send a notice out to Equity Committee.</p> <p>Who could go? Lovneet, Amit, Brittney (but 30mins late), Lily, Ryan (but 30mins late)</p> <p><b>Sept 15 Update</b> Only one club from Equity has agreed to go.</p> <p>Lily will send an email to all clubs asking for their participation and allowing it to fulfill their volunteer requirement</p> <p>If still not filled by week of Sept 19th then we will send out an LSS Newsflash asking people to sign up (providing a sign up link), engage, and report back to LSS</p>	<p>Brought forward: President Amit and VP Academic Brittney</p>
<b>Clubs Day</b>	<p>Sept 12, 1PM - 3PM. 1hr30mins of set-up/clean-up time before and after. 33 different organizations. HK Lounge and Room 123. More than 33 tables.</p>	<p>Brought forward: VP Clubs Lily</p>

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	<p>Lara to post on social media (1L Facebook group, Instagram) and send out an email about it (particularly to 1Ls).</p> <p>Coordinating with Lovneet re: club orientation package on financing process + club admin requirements.</p> <p><b>Closed</b></p>	
<b>Banner/Promo materials</b>	<p>Should we buy a banner Our current logo is actually unofficial- Lara knows more</p> <p>We need an official logo. Potential to revamp logo package (Canva) and organize it properly. Staples – Good place to get a banner.</p> <p>Lara to design a potential new logo on Canva. Canva needs a Pro Mode, so download every logo combo possible after making. Talk to Ryan, Brittney will connect Lara with Amy Kaustinen from LSLAP. Lily to help out.</p> <p>LSS Shared Calendar?</p>	<p>Brought Forward: Senator Ryan, Ombudsperson Aki, and VP Academic Brittney</p> <p>Moved: Amit Seconded: Lara</p> <p><b>Approved</b></p>
<b>Faculty Council coming up Sept 22nd.</b>		
<b>Exec Meeting Frequency</b>	<p>Need to decide frequency of exec meetings bc we did not meet enough over the summer</p> <p>Every 2 weeks. Could set a day. Amit will send a When2Meet to gauge availability.</p> <p><b>Closed</b></p>	<p>Brought Forward: President Amit</p> <p><b>Approved</b></p>
<b>Meeting Minutes Distribution</b>	<p>Need to discuss posting exec and council meeting minutes on the website</p> <p>Had meeting with Kaila – Exec and Academic used to post minutes on website. Lara can upload Exec minutes.</p> <p><b>Closed</b></p>	<p>Brought Forward: Senator Ryan</p> <p><b>Approved</b></p>
<b>Keys to offices</b>	Clarify what keys work for what door	<b>Closed</b>
<b>Beswick Lectures</b>	Professor Beswick has asked us to take	Brought Forward: VP

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	<p>over a lecture series - May just be AC</p> <p>Beswick thinks it is a major gap in Allard that there aren't many discussions on JD Advantage/Unconventional legal jobs, becoming a professor, etc. He can teach 3/6 lectures and other professors can teach the last 3/6. He has asked us to take them under the LSS umbrella because they are for the sake of students. He has offered to be the Professor rep and provide information, but if we take it on it would be up to us to book the space and advertise and handle the admin aspects.</p> <p>Commit to the first couple lectures and gauge interest? Could delegate to 1L Academic rep?</p> <p>We could also reach out to CSO to confirm it is within the scope of our duties, and seek their input.</p>	Academic Brittney
<b>Office budget</b>	<p>For coffee? :) AA batteries for office computer mouse</p> <p>Keurig pods? :)) There is oat milk in the fridge :))) Do we have the budget for that or will it be a communal fund? SOMEONE CAN GO TO COSTCO? + Bring toppings like creamer.</p>	<p>Brought Forward: VP Social Sarah</p> <p><b>Approved</b></p>
<b>Finance Committee</b>	<p>Needs 2 members at large</p> <p>Waiting until 1L election is figured out</p>	<p>Brought Forward: VP Finance Lovneet</p>
<b>3 New Business</b>		
<b>Constitutional Amendments</b>	<p>Committee regulations and procedures are not posted on LSS website. So, will begin process of creating them and posting them on website for transparency</p> <p>Provided Executive with multiple constitutional amendments. Discussed and to be approved at a later date</p>	<p>Brought Forward: Senator Ryan</p>

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<b>Conflicts of Interest and Transparency</b>	Conflicts of interest, transparency, procedural fairness esp re: clubs budget  Transparency is important! Each committee needs to post their procedures on the website.  LSS Member highlights in the Newsflash – Google Form.  Ensure we remove ourselves from and/or announce any possible conflicts of interest	Brought forward: Ombudsperson Aki
<b>Meeting with Kaila + Professor Grant</b>	Monthly check-in  Want to set up a semi-regular meeting to keep in touch about current happenings.  Curriculum review process – thinking about 1L wellbeing, want to reduce the workload.  So many 1L recruitment events right off the bat! Overwhelming; FOMO, etc. Happy medium for 1Ls and 2Ls? Less events, regulation proposals with other law schools + organizations like the Law Society?	
<b>Wellness quick question</b>	Student reached out wondering if we could send out a wellness message – A quick “you okay bud?” + resources.  Will discuss with school + when Wellness Committee is assembled.	Brought forward: VP Wellness Audrey
<b>Visibility</b>	Group photo? Casual pizza meet and greet? Newsflash blurbs	
<b>4 Adjournment</b>		
4.1 Meeting adjourned		Moved: Lovneet Seconded: Ryan
4.2 Minutes	Submitted by	

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