

Date: Sept 6th, 2022

Time: 12:30pm

Location: Zoom/LSS Room



Executive Council Meeting Agenda & Minutes

Attendees: Amit Chandi, Aki Kamoshida, Lara Solie, Lily Suh, Julia Wang, Ryan Sissons, Brittney MacBean, Sarah MacDonald, Audrey Huang, Lovneet Aujla

Regrets: Charlotte Wixson

Agenda:

Item	Details	Action, Who and When
1 Call to Order		
1.1 Approval of Agenda		Moved: Brittney Seconded: Sarah
1.2 Approval of Minutes	LSS Exec Meeting Agenda: May 28th	Moved: Seconded:
2 Open Business		
Google suite is stopping free service, need to upgrade to a paid account	Paid for subscription. Monthly fee, consensus to upgrade.	
Overview of the LSS	We will go over what you understand your role to be from your transition report and try to answer any questions you have. It will be good for everyone to be familiar with what everyone else does in the LSS	Academic: Chairs the academic council (who works together to come up with solutions to academics-related problems); attends VP academic caucus; runs a portion of CANs database; sets up faculty mixer. Social: Chairs social committee (meetings generally every 2 weeks); coordinates social events throughout the year (LSS hosted, with firms, etc.)

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		<p>Communications: Records meeting minutes and posts them on LSS website; manages communications between LSS members; manages communication of events/programs/etc. with student body; sends weekly newsletter; manages social media.</p> <p>Clubs: Lily is absent.</p> <p>External Affairs: Julia is absent.</p> <p><i>Update Sept 6:</i> Liaison between LSS, AMS, and the law school. Represents the law school at board meetings and councils. Some meetings run quite late (12-1 AM). Look into reimbursement?</p> <p>Finance: Maintains book of accounts; manages contracts for clubs and teams; liaison between clubs and AMS.</p> <p>Wellness: Organizes wellness programs; coordinates and communicates with student wellbeing counselor; chairs wellness committee.</p> <p>ISA: TA for ILS summer intensive in Torts; chairs ILSA exec team meetings; brings concerns where they arise; co-chairs Equity and Diversity committee with Ombudsperson.</p> <p>Ombudsperson: Investigates complaints wherever they apply to LSS clubs/execs/faculty/etc. and ensures they are handled fairly. Is a resource for students</p>
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		<p>who have complaints. Is a neutral party (on Academic, Exec, and Social committee as a non-voting members); co-chairs Equity and Diversity committee with ISA; leads Legal Buddy program.</p> <p>Senator: Non-voting member for exec and academic council; voting member for academic council; on AMS senate (elections and appeals committee); connects LSS with the senate and vice versa;</p>
<p>Goals for the upcoming year</p>	<p>What would we like the LSS to do next year? Any specific goals/ideas for your roles?</p>	<p>Academic: Deal with Exemplify issues; make a plan for and assess current curriculum (needs an upper year rep); admissions committee 3L rep considerations; wants to move timing of faculty mixer to the fall; wants to move timing of clinic application process; questions about managing budget distribution for events; discussion about timing of 1L elections; discussion about having detailed meetings early on in September.</p> <p>Social: Wants to bring back old traditions that went under hiatus due to COVID (Trike Race, Winter Formal, etc.) and continue current traditions; waiting on more information about logistics of Friday socials; concerns about events and drinking (drinking vs non-drinking events and how to balance; comfort</p>

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		<p>levels, etc); potential of integrating faculty in events.</p> <p>Communications: Maintain formatting of weekly newsletter and keep it both fun and informative; create fun segment ideas (like Pet Therapy) revive LSS social media.</p> <p>Finance: Reliable, no changes.</p> <p>Wellness: Lululemon partnership; some events in mind (Mental Health Awareness Week, Pet Therapy, Massages); more wellness directives people want to go to.</p> <p>ISA: Charl</p>
Summer LSS Meeting with the whole LSS	Need to plan a meeting/event with everyone so we can get to know each other. Didn't happen in the summer, wb Friday Koerners?	<i>Update Sept 6:</i> Within the next few weeks – Koerners this Friday the 9th?
New Director of Finance	Welcome Lovneet, announce it to school	Reimbursement for grad council; Reimbursement for event at Bimms (had to pay upfront in emergency)
3 New Business		
Upcoming Social Events	Sarah to discuss	<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>

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		<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> <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>
Academic Appointments	Brittney to discuss	<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</p>

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		have meeting soon, after elections are sorted.
Elections	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	AMS reached out wanting to know details. Current Timeline: Open Nominations – Starting optimally on the 12th (next Monday) until the 16th or 18th. Election – Sept 19 - 23 (need a full week to vote, closes on Friday, results out the 23rd) 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. *** Timeline and election method to also be discussed at meeting this Friday at 4:30 PM with Brittney, Sarah, Lara, Aki, and Careers Rep.
Student Involvement in Strategic Plan		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 going – One from the LSS and one from the GLSS. Rep coming from Academic Council makes the most sense. Sept 23rd 3-5pm - Event, want 15-20 student reps at the event. Want to use

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		<p>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>
Clubs Day	Lily to discuss	<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>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>
Banner/Promo materials	Should we buy a banner Our current logo is actually unofficial- Lara knows more	<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.</p>

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		LSS Shared Calendar?
Faculty Council coming up Sept 22nd.		
Exec Meeting Frequency	Need to decide frequency of exec meetings bc we did not meet enough over the summer	Every 2 weeks. Could set a day. Amit will send a When2Meet to gauge availability.
Meeting Minutes Distribution	Need to discuss posting exec and council meeting minutes on the website - Ryan will bring forward	Had meeting with Kaila – Exec and Academic used to post minutes on website. Lara can upload Exec minutes.
Keys to offices	Clarify what keys work for what door	
Beswick Lectures	Professor Beswick has asked us to take over a lecture series - May just be AC	<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>

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Office budget	For coffee? :)	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.
Finance Committee	Needs 2 members at large	
4 Adjournment		
4.1 Meeting adjourned		Brittney
4.2 Minutes	Submitted by Amit Chandi	

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