



Science Undergraduate Society of McGill University

Burnside Hall, Room 1B21,  
805 Sherbrooke St. W.,  
Montréal, QC H3A 2K6

September 14<sup>th</sup>, 2016  
Science Undergraduate Society  
General Council Meeting  
LEA, Room 232  
7:30 PM

## MINUTES

### 1. Call to Order

1.1. Official start time: 7:41 PM

### 2. Attendance

### 3. Approval of Agenda

3.1. Approved.

### 4. Announcements

### 5. Guest Speakers

5.1. Presentation by the Speaker of General Council

5.2. Review of rules and roles of council; Robert's Rules

### 6. Reports of Executives

#### 6.1. President

6.1.1. Excused.

#### 6.2. VP Academic

6.2.1. Faculty of Science Committee Meeting and Reception

6.2.1.1. First meeting September 13

6.2.1.2. Find link to the dates in Exec Report

6.2.1.3. Encourage attendance among your departments

6.2.2. McGill Academic Roundtable (MART)

6.2.2.1. First meeting September 13

6.2.2.2. Course outline pilot project: link on MyCourses that allows you to see past syllabuses

6.2.2.3. "Know Your Students Rights!" campaign

6.2.2.4. Student Academic Summit

6.2.2.4.1. September 24, 11am-4pm

6.2.3. Graduate and Professional Schools Fair

6.2.3.1. November 2nd in SSMU Ballroom

6.2.3.2. 63/66 schools registered

6.2.4. Academia week

6.2.4.1. February 6-9th



6.2.5. Academic Events

6.2.5.1. 3 events per semester

6.2.5.2. Encourage attendance

6.2.6. Committees

6.2.6.1. Faculty of Science Committee, Academic Committee, Committee on Student Standing, Leo Yaffe Award Committee

6.2.7. McGill Writing Centre Proposal

6.2.7.1. Writing centre to hold 3 possible workshops tailored to Science students

6.2.7.1.1. Not all departments get a workshop

6.2.7.2. Submit application for your department by next Wednesday

**6.3. VP Internal**

6.3.1. Frosh

6.3.1.1. Success! (No ambulances!)

6.3.1.2. Mental health responders present

6.3.1.3. Entirely all-ages night events

6.3.2. SEC and Science Games

6.3.2.1. Sports reps hired

6.3.2.2. Science vs. engineering soccer game

6.3.2.3. Applications for committee open

6.3.3. Departmental Crawl

6.3.3.1. Interest shown amongst GC

6.3.3.2. Tentative date: September 30

**6.4. VP External**

6.4.1. Equity

6.4.1.1. Free (!! ) brunch October 3

6.4.1.2. Equity training late Oct - early Nov for departmental councils

6.4.2. SUSEC

6.4.2.1. First outreach event: Free basil plants

6.4.2.2. Changing logo

6.4.2.3. Morning coffee sales

6.4.3. SUSustainability month

6.4.3.1. Mental health charity -- input your suggestions

6.4.3.2. Science games points

6.4.4. Events

6.4.4.1. Talent/fashion show



6.4.5. Looking for new committee members

**6.5. VP Communications**

6.5.1. Website re-designed

6.5.1.1. Feedback section coming soon

6.5.1.2. Visit sus.mcgill.ca and email VP Comm with suggestions for improvement

6.5.2. SUS First -Year brochure handed out to freshmen

6.5.2.1. Lots of extras: departments can pick them up at SUS office hours

6.5.3. FUSS elections

6.5.3.1. Open to ALL first years (new for this year)

6.5.3.2. Nomination package sent out

6.5.4. Appointed positions package

6.5.4.1. Sent out in listserv; lots of openings on committees

6.5.4.2. Can go on co-curricular record!

**6.6. VP Finance**

6.6.1. Frosh budget

6.6.1.1. Set for surplus!

6.6.1.2. Surplus will be used to help FUSS thrive

6.6.2. SUS budget coming at 3rd GC (will be long meeting)

6.6.2.1. Everyone attend 4th GC, where it will be voted on!

6.6.3. Departmental VP finances meeting

6.6.3.1. September 19 at 6PM in SUS office

6.6.3.2. VP finances should notify their councils

6.6.3.3. Should have submitted summer audits as well as budgets

6.6.3.3.1. SUMS & MBSU yet to submit these documents

6.6.4. SUS fund application on SUS website

6.6.4.1.1. Special projects funds

6.6.4.1.2. Student space improvement funds

6.6.4.1.3. Apply for SUS funding; will be competitive

6.6.5. Finance committee

6.6.5.1.1. Responsible for audits

6.6.5.1.2. Discussed budgets and will reach out to VP finances

**6.7. Executive Revenue Officer**

6.7.1. Prep 101 contract

6.7.1.1. Previously kaplan & princeton

6.7.1.2. Departments NOT obligated to promote Prep101



6.7.1.3. Email sent out by Prep101 to promote seminars was a MISTAKE

## 6.8. Executive Administrator

6.8.1. Access GC documents via Google Drive

6.8.1.1. Please respect deadline: all documents (reports) due by noon  
Sunday before GC

6.8.2. Submissions to agenda or new business

6.8.2.1. Email [admin.sus@mail.mcgill.ca](mailto:admin.sus@mail.mcgill.ca) by noon Sunday before GC

6.8.3. Update the Departmental Contact List

6.8.4. Table bookings

6.8.4.1. Busy for the month of September

6.8.5. SUS office hours finalized

## 6.9. Executor of Clubs and Services

6.9.1. Vacant position

6.9.2. Let constituents know they can apply

## 7. Science Senator Report

7.1. Senate = voting members of admin, faculty, student reps

7.2. Senate caucus met on Monday

7.3. Sustainable Lab Working Group (SLWG)

7.3.1. Lab safety/sustainability changes

7.3.2. Reduce waste from biohazard bins

7.4. Teaching Learning Space Working Group

7.4.1. First meeting on September 23

7.5. Enrolment and Student Affairs Advising Committee

7.5.1. Complication with first meeting

7.6. Interested in higher academic policy? Contact Sean

## 8. SSMU Representatives Report

8.1. Four floors

8.1.1. Work with SUS/MUS/EUS

8.1.2. Will have non-drinking events

8.2. SSMU retreat was this past weekend

8.3. Will explain committees at next GC

8.4. Emails are in SSMU Reps Report if you have questions

## 9. Reports of Departments

### 9.1. AOSSUM

9.1.1. New council room soon

9.1.2. Weather forecasting club



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9.1.3. Events approximately once a month

9.1.3.1. Welcome back party

9.1.3.2. Weather documentary movie night

9.1.3.3. Halloween party

9.1.3.4. Dumpling night

9.1.3.5. End of Semester gathering in Dec

**9.2. BASiC**

9.2.1. First meeting was on Monday

9.2.2. Alumni event planned for the end of October

**9.3. BUGS**

9.3.1. RAD (Research Awareness Day)

9.3.2. Mentorship program

9.3.3. Expand community outreach and charity portfolio

9.3.4. Partner with PILS for lab opportunities in industry and government

**10. New Business**

10.1. Motion to Approve 2016-2017 Terms of Reference

10.1.1. Approved.

**11. Adjournment**

11.1. Official end time: 8:33

**Date of Next GC:**

**September 28<sup>th</sup>, 2016**