

Smith Commerce Society Special General Meeting
Sunday, November 22th, 2020 6:00 PM

Queen's University is situated on the unceded traditional lands of the Anishinaabe, and following a forced relocation, the Haudenosaunee, peoples. To this day, it continues to be the home of the Anishinaabe and the Haudenosaunee peoples, as well as for a significant Métis community and First Peoples from other Nations across Turtle Island. In 1783, this land was colonized through the deed known as the "Crawford Purchase". In return for this large, broad, and vague claim to territory, the Crown made a disproportionate payment in the form of blankets, clothing, guns, and ammunition.

As Commerce students, we urge you to think about how the success of Canada's economy is directly dependent on the oppression and violent colonization of Indigenous peoples. Canada's abundant natural resources have traditionally been stewarded and protected by Indigenous Nations since time immemorial. On the land we find ourselves on today, the Indigenous peoples protected the harvesting of land and water, along with four-legged and winged animals, with a treaty belt called One Dish One Spoon. Through the many attempts to challenge Indigenous peoples' sovereignty over their lands and forcibly assimilate their cultures, we recognize the actions of the Canadian government as being a cultural genocide – and its effects are ongoing. As the incoming generation of young workers, it is your duty to learn about the territories you occupy, to learn about the peoples' lands you are on, and to work towards a relationship that fosters reconciliation between all nations.

To acknowledge this traditional territory is to recognize its longer history, one predating the establishment of the earliest European contact. It is also to acknowledge this territory's significance for the Anishinaabe and Haudenosaunee peoples who lived and continue to live upon it; people whose practices and spiritualities are tied to the land and continue to develop in relationship to the territory and its other inhabitants today.

We are grateful to be able to live, learn, and play upon these lands.

This acknowledgement is only one contribution to each individual's personal reconciliation; for what happens on and to these lands carries greater weight. Recognizing that we must make reconciliation a priority, ComSoc Assembly will work

relentlessly to develop initiatives and policy to give all Commerce student a strong understanding of the importance of Indigeneity. To us, reconciliation means using our privilege to call for greater accountability amongst ourselves and our institutions, and to call for greater action to uphold Their lands and culture's integrity.

AGENDA

1. **Approval of the Agenda Motion Passed**
2. **Approval of Minutes Motion Passed**
3. **Speakers' Business**
4. **Statements by Members**
 - Sebastian Monsalve – President
 - Michelle Kong – Vice President Student Affairs
 - William Van Vliet - Vice President of Operations
 - Kayvon Mihan – Advisory Board Chair
 - Georgia Rae – COMM '21 President
 - Victoria Macerola – COMM'22 President
 - Mahir Hamid – COMM'24 President
 - **Joshua Cheung – Lower AMS Representative**

5. **MKV and Class President Presentations**

Seby: So far, in the presidential portfolio we have improved communication with Queen's community, prioritized diversity and inclusion, and kept pace with changing business landscape

Michelle: In terms of our goals in student affairs portfolio, we want to reduce barriers for involvement, streamline executive touchpoints, and ensure executive mandate alignment. A big project that was a priority for me was the commissioner-co chair relationship. We wanted to increase the involvement in goal setting of strategy and event planning.

Will: Similar in operations, there was cross-collaboration among portfolios. We wanted to revitalize Comsoc communication channels, foster culture of social mobility, and hold Comsoc accountable to students. Fitting with one of the motions we have today, we want to make things more adaptive. That's it on my portfolio. I want to emphasize this is all a very brief run-through of everything Comsoc has achieved.

Seby: That being said, this does declare our halfway point in the Comsoc schedule. We will be beginning the election process soon. More information will become available in January.

Bill: Thank you for sharing that presentation. We will be going into the Comm 21 presentation.

Georgia: Over the past 2 weeks, since I sent my November recap, I am looking for input from the year. I have helped with planning on Comm prom. In terms of my goals for next semester, I had a meeting with the alumni office about fundraising. This will start in January. Last year, they raised about 17,000, so this will probably be the next goal. If you have any ideas, even if you aren't in fourth year, I am open to any suggestions. If anyone has any questions, feel free to message me.

Bill: Thank you, next is Comm 23 president.

Aryamaan: I hope everyone is doing well during these times. I just want to say thank you to everyone, especially Seby, who have helped me along the way. Beginning this semester, I created a google calendar to help my year. Secondly, shoutout to Mahir for working with me on the social. Through resource sharing, I have been communicating with QSAS about mental health awareness. I will be working next semester on reducing our carbon footprint. I will be touching base with Libby, our environmental officer, to get a better idea of what we can do going forward. During the winter, I want to promote sustainability and keep working on EDII initiatives. I would like to thank everyone again for the support I've gotten.

Bill: Next, we will hear from Mahir.

Mahir: Sorry I didn't realize I was on mute. In September, I was able to make the first Instagram account. Big shoutout to Aryamaan for helping me organize a successful social. We had a small contest for Halloween. For November/December, we have the Tiktok competition coming up. I am very excited to see the results. I am excited to have partnered with Braintrust and QCK to host a review session. I have been working with Roya and Lauren to create initiatives for the first years to meet older students.

Bill: Awesome. With that being said, we will go into motions. First up is the Hr policy motion.

6. Motions

- Human Resources Policy Motion
- Society Composition Motion

- Advisory Board Review Motions (3 motions)

7. Discussion Items and Members' Presentations

- Advisory Board Mid-Year Presentation

Bill: This will also include Kayvon's statement.

Kayvon: I don't mind sharing the presentation. Can everyone see the presentation? Great. Hello everyone, thank you for all sticking around. I am really excited what the team has been working on this year. The vast majority of AB has been dedicated a lot of time to continuity projects. Just a reminder that AB provides independent, strategic support to the Commerce Society. We will release a form to collect feedback. This process is usually administered by the AB chair, considering I live with 2/3, I think it is better to assign this to another member. This way, aggregate data won't be compromised in any way. One thing I want to put on everyone's radar is the election process will be starting soon. I'll now pass it off to Dante to take us through the process.

Dante: We have been working on the Comsoc app for a while. Next, are just a couple screenshots from the app. We have been circulating the promotional material for the app, courtesy of the CMOs. In terms of marketing the app, this is where we have fallen off a little bit. Let me know if you have any ideas as to how to draw as many downloads as possible.

Julien: This is our continuity working stream. The initial problems that kickstarted this was the impacts of COVID19 and what we can do to transition as much knowledge as possible. Our guiding question was, how can we ensure clubs are best positioned for continued continuity of their operations with each passing year. I guess I can take the next one too. Looking at a plan of action, we looked at how best Comsoc could ensure it was structured efficiently and effectively to represent the student body.

Kayvon: So, that concludes the AB mid-year update. We still have projects in the works. We are always open to collaboration. Thank you very much for your attention

- Audit Results

Bill: Jane, would you prefer I share the screen?

Jane: Yes, that works. Ok, hi everybody. Welcome to the audit review. This is run by myself, the audit director, and 9 others. We hire these 9 others that are external to Comsoc. We do this to ensure that affiliations maintain accurate records. So, what is new this year? This year, we decided to bring on CCC. Because this is a club that brings in a lot of money, we thought this would be a good idea. Moving on, these are the types of audit opinions. Next, I am going to move onto the recommendations for each club and committee. For CEO, we recommended days in A/P threshold, greater clarity and transparency, and currency corrections. As for Q.clean, they did not incur any revenues or expenses to be audited for the mid-year review. The first recommendation was online banking. These receipts are currently locked in the Comsoc basement, so they don't have access to them. For OTD, we recommended they have greater communication regarding e-transfer payments received through email. Basically, this would allow for a more streamlined process. The other recommendation was to increase communication among customer sales. Moving on to Comsoc Finance, we recommended that they shift towards permeant semi-annual budgeting, automatic credit transactions registered in Quickbooks, and yearly re-evaluation of payment providers. For SMC, they are still ironing out the kinks. One of the first recommendations we had was that they record dates attached to all transactions and keep a separate tab of ongoing bank records. Secondly, greater distinction between revenue collection. Finally, additional controls. Lastly, we have CCC. We recommended that e-transfer fees be included and separating transactions. Overall, there were no material concerns. A lot of the recommendations can be implemented before the year-end audits.

Bill: Perfect, any questions? Ok, one last thing on the agenda.

Tara: I would like to motion to table the last discussion.

Bill: Sure, all opposed? Motion passed.

- Institutionalizing Training and Development Discussion

8. Close of Assembly

Bill Le
Speaker of the Assembly
Smith Commerce Society

ASSEMBLY REPORT

Name: Seby Monsalve

Position: President

Reporting Date: November 22nd, 2020

ITEMS TO REPORT? Yes

Hi Assembly,

Happy SGM! I hope everyone is doing well and taking care. Below are a couple of highlights from the Presidential Portfolio:

External Student Relations

Amanda and Sam continue to promote ComSoc's External Opportunities Live Feed: https://twitter.com/ComSocExternal?fbclid=IwAR3O6Dg_ZE3XK7211TqP90puqJo-lxTG_W4PEO-26kCjKPSm8OE8GGzrLO4. We ask for everyone's support with giving this new ComSoc resources as much visibility as possible - go follow the page, share on your social media and encourage your friends to go follow!

Environment

Libby has been working with the Holiday Hope team to supply and organize reusable mugs and straws for the first 100 people that come to the Holiday Hope booth in the ARC! Additionally, Libby continues to create content for the bi-weekly environmental tip available on our ComSoc social media.

Ombudsperson

Claire has been working with Mahir and Saunree on various wellness initiatives that will be introduced at the start of the winter term. Additionally, Claire has been representing ComSoc at the newly established AMS Wellness Caucus.

Academics

Jordana is finalizing the EDII Curriculum Survey findings and developing a report that will be available by the end of the fall term.

Talent Strategy

The Talent Strategy Team will be presenting their first set of recommendations to the HR policy overhaul at SGM. Congratulations to the team for making these reforms to our hiring practices and policies come to fruition! Tara and Ethan have been working to centralize ComSoc training content and supporting various executives with additional training and development opportunities.

Interns!!

Our rockstar interns, Sargun and Sanuree, have been hard at work to support the presidential portfolio! They are also overseeing and leading two workstreams. Sanuree is developing the ComSoc equity framework and currently consulting various stakeholders before the final iteration is public to ComSoc executives. Sargun is researching and analyzing our data infrastructure policy to ensure we are in legal compliance with our new analytic capabilities.

Wishing everyone the best of luck in the final weeks of the fall term. Thank you so much for all your hard work and effort this semester - we continue to challenge the status quo and you have all truly outdone yourself in this transformation year for ComSoc!

INCLUDED IN STATEMENT BY MEMBERS? Yes

MOTIONS TO PRESENT? No

DISCUSSION ITEMS TO RAISE? No

ASSEMBLY REPORT

Name: Michelle Kong

Position: Vice President of Student Affairs

Reporting Date: November 22nd, 2020

ITEMS TO REPORT:

SGM!! Woot Woot! I hope you all are surviving the end of the semester grind! Thank you all for your work over this semester!! Much love for the ComSoc fam 😊

Holiday Hope!! | The SEOs, Drew, Annabelle, Jenny and I have been hard at work putting this event together and we are very excited for it to come to fruition! Come join us in celebrating the season on Thursday November 26th!

Hot Chocolate & Treats pick-up: 4:00 – 6:00 pm in the ARC

- Drop by our table in the ARC to get free treats!
- Bring a non-perishable food item to support the Kingston Food Bank
- First 100 people get a reusable ComSoc travel mug!
- Make sure to wear a mask and maintain social distancing

Livestreamed Performances: 6:00 – 8:00 pm

- See Smith's top talent perform live, hosted by Emily Nolfi and Alex Dorbyk
- Social media contest: any household having a festive viewing party with their social bubbles in Kingston, post on an Instagram story and tag @commercesociety to get a goodie bag dropped off at their house (includes Smith merch!)
- Livestream prizes: throughout the livestream there will be opportunities to win \$25 gift cards!

Tree of Hope: a record number of execs are sponsoring families and children this year. A total of 35 executives, raising over \$12 000 after ComSoc's donation matching to support the Kingston community!!

External Commissioners | Our External Commissioners are working on a guide for future virtual events based on learnings from events run this semester with insights on the areas of event time and duration, delegate fees and virtual platform usage. A form to collect insights from execs is currently underway.

Industry Associations Commissioners | Mel and Kira, the Interns and CROs, alongside the CAC are planning Career Mash-up, an event geared towards first and second years. It gives them the opportunity to meet alumni and upper year students representing a multitude of different industries! The goal is to explore different industries, ask questions and learn in a stress-free environment.

CROs | Go check-out the latest podcast with Bryan Chew, VP of Investments and Private Equity at Brookfield Asset Management (<https://www.instagram.com/p/CHeCJiVhuGJ/>)! Our CROs are working on some more fun content for the ComSoc website in the form of articles and/or podcasts from notable alumni!

Commissioners x AB | The new AB Review process will be utilized for the current mid-year review cycle. A Co-Chairs walkthrough session for the new process will occur on Friday, November 20th. All mid-year reviews conducted by AB Directors and commissioners will be wrapped up by the end of the semester.

Society Events | Congrats to all the execs who ran successful conferences this month: QSA, QLEAD, and QNP! That wraps up our fall conferences, looking forward to a Winter semester full of awesome virtual conferences!

INCLUDED IN STATEMENT BY MEMBERS: Yes

MOTIONS TO PRESENT: No

DISCUSSION ITEMS TO RAISE: No

ASSEMBLY REPORT

Name: Will Van Vliet

Position: Vice President of Operations

Reporting Date: November 22nd 2020

ITEMS TO REPORT:

Hey everyone – welcome to SGA! It is crazy that we’re nearing the end of the fall semester and that this is the fourth year’s final special general assembly.

I wanted to take a moment to thank everyone on Assembly for the amazing work that has been done as we near the 2/3 mark in our tenure. Later tonight, Seby, Michelle and I will be presenting our mid-year progress on the goals we set out to achieve back in February when we were elected, and I want to emphasize that our progress is thanks to the tremendous work being done throughout ComSoc!

Special Events: Over the past month Elyssa and Marla have been working alongside Michelle, Jenny, Annabelle and Drew on Holiday Hope, ensuring that ComSoc’s staple event is executed as successfully as possible. Holiday Hope kicks off on Nov. 26th so make sure to book it into your calendar – we’re looking forward to seeing you all there!

Finance: In the coming weeks, Mark, Julia, Diana, Megan, Angelina and Oliver are going to be re-engaging in budgeting for the winter semester. For assembly members, critically reflect on your anticipated finances for the upcoming semester and expect to receive an email from Diana to set up your budget. Additionally, the team is engaged in several strategic projects including integrating external finances onto ComSoc Shop, creating a standardized external finance budget, revamping the SVF marketing scheme and introducing more iterative features to the budgeting process.

Marketing: Similar to the SEOs, Grace and Taylor have been working alongside Michelle and her team to execute a marketing plan for Holiday Hope. The team is also well into a scheduled content strategy, balancing posting across our social media channels. By the end of the month, the CMOs will formalize our new brand guide which will be published to the website and available as a resource to all assembly members. Finally, the team will be rolling out merch purchasing in the coming weeks.

A reminder that if you have any graphics requests, to input a request in the form Taylor posted in the Assembly Facebook and to shoot the CMOs a message!

Technology: Over the past two weeks, Nameera has been working alongside the CTOs on adding elements to ComSoc's website, learning the back-end of our digital presence. Additionally, the CTOs are working alongside the TSOs to integrate first-year hiring feedback into the functionality of ComSoc Shop.

Seby and I are also looking into outsourcing backend IT support to a specialized external party, allowing the CTOs to focus on the strategic and operational components of ComSoc's digital infrastructure.

Business Admin: Lauren has been working alongside Mahir, Josh, Roya and Mya to roll out coffee-chat and penpal extensions to our existing ComSoc Peer Leadership program. The goal of these initiatives is to increase the overall accessibility of upper years to our first year cohort, as well as fostering inter-year connectivity for lower years. She has also rolled out a ComSoc playlist initiative in which members of ComSoc are put into groups to create various playlists for personas in Smith Commerce. Please check out Lauren's Facebook post on the Assembly page to learn more.

Policy: Emily is back with another motion – this time with the help of Aidan, who has been working alongside her over the past two weeks. The two are presenting a motion to make changes to ComSoc Society Composition Policy, ensuring that policy is more reflective of modern Assembly. She has also been working to format all policy documents in line with ComSoc's rebrand and will be publishing this to the website.

Code of Conduct: The Code of Conduct working group is starting to kick off work on consolidating the documents outlined in the presentation from last week. We are also meeting with relevant stakeholders to ensure alignment on processes.

ComSoc Bursary: The bursary program is now fully integrated under the Commerce Office and Student Awards Office to ensure appropriate review and assessment process are in place. Angelina, Seby and I are currently ironing out minor logistical details to ensure that the process is implemented as seamlessly as possible next year.

INCLUDED IN STATEMENT BY MEMBERS: Yes

MOTIONS TO PRESENT: No

DISCUSSION ITEMS TO RAISE: No

ASSEMBLY REPORT

Name: Kayvon Mihan

Position: Advisory Board Chair

Reporting Date: November 22nd, 2020

ITEMS TO REPORT?

Since last assembly, Audits have been wrapped up and will be presented tonight, and mid-year committee reviews will be finalized by November 27th. We will be presenting a mid-year update at assembly tonight covering everything AB does in length

Executive Continuity

- Discussions surrounding boards of directors, senior advisors, and other potential additions/amendments to HR policy have been under way in consultation with the TSOs and a handful of co-chairs.
- These discussions have also branched out into potential restructuring recommendations for assembly.

Delegate Fees

- Financial accessibility is continuing to be analyzed by our team in conjunction with the CFOs

As always, please reach out if you have any questions or would like to collaborate on an idea with AB. We are very open to any ideas that assembly and commerce students have to offer to help better ComSoc!

Cheers.

INCLUDED IN STATEMENT BY MEMBERS?

Yes

MOTIONS TO PRESENT?

No

DISCUSSION ITEMS TO RAISE?

Yes (1. AB Mid-Year Presentation 2. Audit Results)

ASSEMBLY REPORT

Name: Calvin Schilstra & Mac Dean

Position: Senators

Reporting Date: November 22nd, 2020

ITEMS TO REPORT: Yes:

Senate has not met since our last Secretariat meeting November 3rd.

However, as an aside we would like to encourage everyone to read the Report on the Conversation which was sent to your emails by Principal Patrick Dean in early October. This document highlights what our Principal believes are the problems facing our University and serve as the foundation for future solutions.

You can submit your comments and thoughts on this report via the Principal's website if you feel there is something important to be addressed.

INCLUDED IN STATEMENT BY MEMBERS: No

MOTIONS TO PRESENT: No

DISCUSSION ITEMS TO RAISE: No

ASSEMBLY REPORT

Name: Angie Tang

Position: Upper AMS Representative

Reporting Date: Nov, 22nd, 2020

ITEMS TO REPORT: None

INCLUDED IN STATEMENT BY MEMBERS: No

MOTIONS TO PRESENT: None

DISCUSSION ITEMS TO RAISE: None

ASSEMBLY REPORT

Name: Joshua Cheung

Position: Upper AMS Representative

Reporting Date: Nov, 22nd, 2020

ITEMS TO REPORT: No

INCLUDED IN STATEMENT BY MEMBERS: No

MOTIONS TO PRESENT: None

DISCUSSION ITEMS TO RAISE: None

ASSEMBLY REPORT

Name: Georgia Rae

Position: Comm '21 President

Reporting Date: November 22nd, 2020

ITEMS TO REPORT:

Hi everyone,

I'm looking forward to sharing with you my progress and goals this semester in my presentation later tonight. Just a quick recap of what I've been up to this semester. I met with the Alumni Office at the beginning of the year to discuss Commitment. We decided given COVID-19 and other factors it would be best to postpone fundraising until 2021. I am currently collecting input on the 3 funds our gift can go to so please any 4th years fill out the Google Form attached to my November email and I will be posting it in our Facebook Group again after Assembly tonight. In other exciting news, hiring just wrapped up for Graduation Committee so I will be meeting with them in the coming weeks to discuss ideas for safe graduation events next semester.

INCLUDED IN STATEMENT BY MEMBERS: Yes

MOTIONS TO PRESENT: No

DISCUSSION ITEMS TO RAISE: No

ASSEMBLY REPORT

Name: Victoria Macerola

Position: Comm '22 President

Reporting Date: November 22nd, 2020

ITEMS TO REPORT:



- Planning a pickup with snacks and coffee during exam time in the ARC
- Meeting w/ exchange office coming up

INCLUDED IN STATEMENT BY MEMBERS:

Yes

MOTIONS TO PRESENT: N/A

DISCUSSION ITEMS TO RAISE: N/A

ASSEMBLY REPORT

Name: Aryamaan Ghosal

Position: COMM '23 President

Reporting Date: November 22nd, 2020

ITEMS TO REPORT:

EDII Initiative

I have been recruited by Heather Kincaide (Director, International at Queen's University) to sit on a Working Group on full-degree International student recruitment and support for the Queen's Global Engagement Self-Assessment Process. I will be reviewing data, assessing strengths and weaknesses, and recommend a future vision of a new global engagement strategy for the university

Sustainability Project

I have begun my planning process on a project I aim to work on for next semester which involves working on finding a solution and implementing it to tackle a problem in Goodes (regarding sustainability). I sent out a link to a google form asking everyone about what their great idea would be to combat a sustainability related Issue in Goodes. I have touched bases with Libby and will continue to work with her to make this project come to fruition.

INCLUDED IN STATEMENT BY MEMBERS: No - Included in presentation

MOTIONS TO PRESENT: N/A

DISCUSSION ITEMS TO RAISE: N/A

ASSEMBLY REPORT

Name: Mahir Hamid
Position: COMM '24 President
Reporting Date: November 22nd, 2020

ITEMS TO REPORT: -To be amended by SGM

INCLUDED IN STATEMENT BY MEMBERS: Yes

MOTIONS TO PRESENT: No

DISCUSSION ITEMS TO RAISE: No

ASSEMBLY MOTION

Being put forth by: Sam Lampert and Kelsey McHugh

Being put forth on: Sunday, November 22nd, 2020

Document where changes can be found:

<https://drive.google.com/file/d/1QRtKb7TF0AVAN7rD6HajGlaoAlqq92hP/view?usp=sharing>

WHEREAS Human Resources Policy does not reflect current hiring practices

AND Human Resources Policy is missing guidance on how to deal with conflicts of interest

AND Human Resources Policy does not define necessary qualifications for Advisory Board Directors

BIRT the following changes, removals and additions are made to Human Resources Policy

Change sections:

- 1.1.2
- 1.2.1
- 1.2.3
- 1.3.3
- 1.4.2
- 1.4.3
- 1.4.4
- 1.4.5
- 1.5.1
- 1.5.4
- 1.5.6
- 1.7.1
- 1.8.1
- 1.10.1
- 1.10.2

6.2

6.3

Remove sections:

1.2.2

1.2.4

1.2.5

1.5.2

1.8.2

1.8.3

1.9

2.1.2

Add sections:

Definitions

1.1.1

1.2.4

1.3.4

1.4.7

1.5.1

1.5.3

1.6

1.10.2

2.1.2

2.1.6

3.2.3

6.1.3

6.1.4

Note: You may notice that there are some policy sections found within more than one of the above groups, which may lead to some confusion. To clarify, this is due to the fact that “changes” are referenced to the original Human Resources policy, whereas the “removals” and “additions”, are numbered according to the post-edited Human Resources policy. For example, section 1.5.1 is being both added and changed. This means that section 1.1.1 from the original policy document is being changed and a new clause is being added in which will take the number 1.5.1, therefore pushing the original 1.5.1 to now be 1.5.2. Apologies for any confusion that this may cause.

ADDITIONAL INFORMATION

Key Definitions:

Advisory Board Directors: All members of the Advisory Board - a strategic branch of the Smith Commerce Society Assembly – apart from the Advisory Board Chair.

Resources: Human Resources Policy

Context: Human Resources Policy is an essential document that governs all hiring practices within the Smith Commerce Society. As times goes on, hiring practices change, society composition is altered, and gaps within policy are revealed.

Rationale: To allow for policy to be aligned with current practices and to create a more equitable hiring process.

Sam: This is very lengthy motion and goes through the changes section by section. I am going to share my screen. First off, definitions. Having a page of definitions, is best practice. The first change is in section 1.1, this is just a placeholder. We just have amended it to be a bit better. We wanted to add an accessibility piece of legislation, which is best practice.

Seby: Point of information for Bill, if we notice something, should we say it as we go. On 1.1.3, we had a discussion about good academic standing. There is no way we can measure if they are in good academic standing. There is no parallel to this. Motion to amend this.

Kayvon: Point of order, if it is friendly you have to indicate it.

Kelsey: Couple changes in the next section. We have changed a few words and made a change where all students can apply to Comsoc, even without being in Commerce. We have decided that clubs can create advisory positions, however, they can't have already been a chair previously. But, they must have had some leadership position in the executive already.

Kelsey: 1.4.2, co-chairs typically discretion as to whether they accept a late application. 1.4.3, this will enhance the process. A lot of times we have co-chairs come to us about increasing the scope of the executive team. Moving forward, they will have to submit a rationale as to why they want to do this.

Sam: Just want to note here there are a couple inconsistencies with the numbering, but we will fix this once we clean this up. 1.5.8 just basically says that during interviews, at least one person must take notes. We now will be requiring decision matrices, so we can quantify this is the best possible candidate for the role.

Kelsey: We are introducing a conflict-of-interest policy. After a lot of deliberation, we have added this. In the event someone believes there is a conflict, it must be disclosed to the whole hiring team.

Sam: 1.7, this was just an update to keep things up to date with how hiring should go.

Kelsey: Just to reflect best processes, we are making it so that GPA can be asked for by a co-chair. At the student level, it is not appropriate to ask for the GPA. The only way that this could be presented is if the applicant chooses to disclose this in a resume.

Libby: I think for Braintrust, grades could be relevant for how we can decide on appropriate tutors for others.

Calvin: Is there a set punishment for someone who breaches that? Will this be evaluated on a case-by-case basis?

Sam: Any breach will be addressed with section 1.10, which we will get to in a minute. So, we scrapped 1.9 entirely.

Seby: Would it make sense to include probation under AB terms. In terms of process here from the amendment.

Sam: I actually just thought of that as I was reading the clause out. I'll make that change right now.

Kelsey: Almost there I promise. We are adding that all ratified clubs have to have at least one co-chair enrolled in Commerce. We are imposing a limit on the length of interviews.

Kelsey: Not many changes for removal policy, we will let co-chairs facilitate internal hiring if someone is removed from a position.

Sam: We wanted to indicate that interim chairs would not be counted as chairs in the eyes of Comsoc.

Roya: I was just wondering why co-chairs interviews would be limited.

Sam: We have gotten feedback in the past that reducing the time will

Bill: Any questions? Alright, we are just going to end Q and A. Motion to end this. Ok, discussion time.

Roya: I think putting a firm cap on the interview will be negative. It is a big decision and I think co-chairs deserve freedom.

Seby: A lot of research went into this. Science suggests that it only takes 30 minutes to make a decision. Beyond 45 minutes, you see diminishing returns.

Roya: I think to make a leadership decision, it gives them enough time to make a technical decision. I just wonder if putting this type of restriction will do more harm than good. Just putting that out there.

Julien: As someone who has gon through this, I don't see too much of an issue with 60 minutes. You're not only just evaluating the performance in the interview, but you are also looking at their past work on the club.

Debbie: Having been in the role before, I do think it's important to mention that co-chair interviews can range from 15 minutes to 2 hours. I would be open to this being changed to be at the discretion of the TSOs.

Roya: How do we even go about suggesting what Debbie suggested.

Debbie: Could we ask if it would be friendly to add at the discretion of the TSOs

Julien: What if we said, should be limited to 60 minutes, unless approved otherwise.

Bill: Alright, I'll bring them in to hear this. Sam and Kelsey, during discussion some comments came up. If you could just bring up the screen again, that'd be great.

Roya: So, the amendment we wanted to make was to change the can, to a should, unless approved otherwise.

Sam: That is friendly from our perspective.

Seby: I am proposing we just remove the line suggesting it is at the discretion of the TSOs.

Bill: Any other comments or concerns?

Kayvon: Is there any co-chair between now and the break. If so, how would this addition be impacted?

Sam: Since this is an addition, we would operate as we previously did.

Libby: I just have a concern with the academic probation note. From the student perspective, I think putting them in a spot where they could have a lot of work associated with an executive, this could be detrimental.

Seby: That is a really great question. We are already having conversations with Lori and her team. The discussion we are having with stakeholders is how they can work with us on students who are under these circumstances. This is something that would be Commerce Office change. Right now, there is no formal relationship between academics and extracurriculars. MKV is all in favor of this. They have put a lot of work into this.

MOTION PASSED (98% favor)

ASSEMBLY MOTION

Being put forth by: Emily Prpic, Aidan Bischoff and Michelle Kong

Being put forth on: Sunday, November 22nd, 2020

WHEREAS the current Society Composition Policy does not reflect the present operations and structure of the Smith Commerce Society

BIRT the following updates and additions be made to Society Composition Policy immediately

1. Composition of Society
 - 1.2 Society Assembly:
 - Additions of Special Events Officer (1.2.3.13), Equity, Diversity, Inclusion and Indigeneity Officer (1.2.3.14), External Student Relations Officer (1.2.3.15)
 - 1.3 Commission Structure:
 - Removal of The Outreach Portfolio (1.3.2)
 - Updates to The Student Life Commission (1.3.3), The Industry Associations Commission (1.3.4), The Social Initiatives Commission (1.3.5), The Professional Development Commission (1.3.6), The External Commission (1.3.7)
 - Additions of Executive Purview (1.3.8), Businesses (1.3.9)
 - 1.4 Society Committees:
 - Updates to section
 - 1.5 The Commerce Society Marketing Portfolio:
 - Removal of section
-

ADDITIONAL INFORMATION

Resources: Society Composition Policy Section 1.2-1.5

Context: The current policy is missing key positions in the Society, the current Commission structure does not reflect or describe ComSoc clubs effectively and certain elements of this policy are no longer relevant aspects of Society.

Rationale: To ensure that policy is inclusive of all members of Society and reflects current operations

Aidan: Just a little background, I have helped Emily the last 2 weeks. What she has noticed is that this policy is outdated and is not reflected in the policy. Some of the Comsoc roles are not listed on this. One of the first additions will be the duties of the SEOs. We just went through and outlined what their role was and who they report to. I hope most people have looked through this policy document. We just want to make sure this is consistent among the roles. Our last addition is another position that was not included, which is the external officer. Moving on to the commission structure.

Emily: Looking at the commission structure, there was no mention of executive preview. Society committees has been updated. Essentially, we also removed the outreach portfolio. Going down to the specific commissions, most of it remained the same. As a side note, when crafting the additions and changes, we worked in close consultation. All the changes to commission were done in consultation with Michelle.

Bill: Any questions? Ok, cool we will move to discussion.

Will: If there are no additional comments, I just want to note that MKV is all in favor of this motion. Emily and Aiden have worked to ensure that needs are satisfied for the assembly.

Kayvon: AB is also in favor of this motion.

Bill: Alright, motion to move to a vote. I will now launch the poll.

MOTION PASSED (100% favor)

ASSEMBLY MOTION

Being put forth by: Dante Aralihalli

Being put forth on: Sunday November 22, 2020

WHEREAS the Advisory Board executive review process was outdated

AND reviews were fairly subjective and executive performance was not easily quantifiable

BIRT that section 3.3 of Operations policy be removed and section 3.2 of Operations policy to be amended as outlined below.

ADDITIONAL INFORMATION

Key Definitions: N/A

Resources: [Operations Policy](#)

Context: After internal deliberation on the Advisory Board executive review process as well as after engaging with multiple stakeholders regarding their experiences with reviews, it was determined that the old review process did not accomplish what executive reviews were intended to.

Rationale: The new review process outlined below will be more informative for the Commissioners & Advisory Board and more helpful in assessing and delivering high quality recommendations to co-chairs. The new review process is also more objective and quantifiable, moving away from an elementary “green, yellow, red” scoring system to a decision matrix system.

3.2.1 Executive Review

Each committee will participate in both a mid-year and end of year review, administered by the Advisory Board and the Commissioners.

The following questions will be sent to Co-chairs in advance of the review:

1. What is the executive size & structure (including a breakdown of each role)?
2. How many returning executive members were there this past year, and how many applicants applied during general and frosh hiring?
3. What is the breakdown of the executive's social structure (are members skipping meetings and/ or socials?)
4. How much time do executive members contribute to the club per week on average?
5. What were the strategic goals for the year?
6. What actionable items do the co-chairs want to tackle and how will the success of these initiatives be measured?
7. Does the executive feel these goals are being achieved?
8. How many events did you run and what were attendance numbers? What was the delegate breakdown - gender, faculty, year? What was the delegate fee? How much has the fee changed year over year?
9. How much total sponsorship materialized versus the sponsorship target?
10. How successful do you as Co-Chairs rate your conference/ event?
11. What is your transition plan? How are you currently storing Executive files? Have all internet accounts (login details, etc.) been passed on to the new Co-Chairs?
12. What will the value proposition be in five years?
13. What does the executive culture look like? Has a culture shift been necessary to address equity issues in the past?
14. Overall, is the executive on track to meet their equity goals and do your actions match your vision? (Were your goals and vision disruptive and do your actions match?)
15. What steps are being taken, if any, to become environmentally sustainable?
16. Do you have any other comments or concerns to share with the comsoc team?

The following questions will be sent to the rest of the executive in advance of the review:

1. How many hours per on average week do you spend on this committee? (We understand that it can be cyclical, however during an average week how much time do you spend)
2. How would you rate the quality of your work on this team?
3. How would you rate the executive culture?
4. Do you feel the executive has made significant progress towards its goals and if not, please elaborate.
5. Do you have any additional comments? If you want someone from ComSoc to get in touch please leave your name and contact information.

After the review is conducted, the review results will be quantitatively assessed based on the following matrices:

Goals & Vision	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Strategic Goals (1)	Strategic Goals are strong- clearly outlined, and align with their mandate	Strategic Goals are outlined and appropriate but need modification to be strong	Strategic Goals are outlined but need significant work	No strategic goals outlined
Initiatives (2)	Executive has taken on actionable items to address strategic goals and has used KPIs to measure their success	Executive has begun to taken on actionable items to address strategic goals and has outlined how to measure their success	Executive has outlined actionable items to address strategic goals	No actionable items outlined
Executive Buy-In (Survey) (2)	Executive members have a clear understanding of their strategic goals and believe progress has been made to achieve them	Executive members have some understanding of their strategic goals and believe some progress has been made to achieve them	Executive members have some understanding of their strategic goals but feel little progress has been made to achieve them	Executive members have no understanding of their strategic goals or they feel no progress has been made to achieve them

Equity	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Financial Accessibility (2)	Executive leveraged every tool at their disposal to make events as low-cost for students as possible	Events were generally financially accessible, however, more effort could have been made to lower costs	Attempt was made to lower event costs for students	No attempt was made to make events more financially accessible
General Accessibility (1)	Executive followed all the ComSoc accessibility guidelines that were delivered at the beginning of the year	Most accessibility guidelines were adhered to	An effort was made to be accessible	No effort was made to be accessible

COMMERCE SOCIETY

SMITH SCHOOL OF BUSINESS

Progress on Equity Goals (2)	Executive has made significant strides to achieve its equity goals and has gone above and beyond to ensure equity is an utmost priority	Executive has made reasonable progress on its equity goals	Executive has made minimal effort to achieve its equity goals	No effort was made to achieve the executive's equity goals
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Event Success & Reach	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Event & Strategic Goals (2)	Planned events for the year match the Executive's mandate and aid in achieving the club's goals	Planned events for the year match the Executive's mandate but don't necessarily advance the club's goals	The club held events	No events held
Event or Program Attendance (2)	80+ unique commerce students reached (excluding Executive members)	20-79 unique commerce students reached (excluding Executive members)	<20 unique commerce students reached (excluding Executive members)	No events held
Event Sanctioning (1)	All events appropriately sanctioned			Held at least one unsanctioned event

Value to Students	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Executive Workload (2)	Executive members have sufficient work (3-5 hours a week) and work is balanced across the executive	Executive members have sufficient work but the workload could be more balanced across their executive	Executive members have insufficient work	Executive members have no work
Executive Culture (1)	Executive culture is strong and most executive members attend most meetings and socials	Executive culture is relatively strong with only minor issues with executive attendance	Executive culture is not strong and there are significant attendance issues	Executive members regularly skip meetings and socials


COMMERCE SOCIETY
 SMITH SCHOOL OF BUSINESS

Value to Student Body (2)	Students are highly benefited- opportunities and/ or experiences are unique and disruptive within the society	Students are benefited- opportunities and/ or experiences are well-received but not necessarily disruptive	Students are somewhat benefited but opportunities and/ or experiences are not unique and provide little value	Opportunities and/ or experiences are either nonexistent or add no value to the student body
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Future Viability	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Executive Purpose Value Proposition (1)	Proven value proposition— five-year position is relevant	Value proposition is proven but five-year position lacks relevancy	Value proposition needs significant modification to ensure relevancy	No value proposition outlined
Financial Stability (3)	Proven ROI on ComSoc funds & sponsorship revenue generated	Proven ROI on ComSoc funds & attempt is made to generate sponsorship revenue	ROI on ComSoc funds is limited	No ROI on ComSoc funds
Sustainability (2)	Executive has taken significant strides towards becoming sustainable and has taken every step to ensure sustainability in the future	Executive has identified ways to improve sustainability in the future and has begun to outline an implementation plan	Executive has outlined ways it can or it has improved sustainability, but has not outlined a sustainability plan for the future.	No actions have been taken to be more sustainable or ensure sustainability in the future.

Future Viability (cont.)	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Executive Transition Plan (2)	Co-Chair Transition Meeting planned/occurred with all present Transition Plan in place and documented for all roles	Co-Chair Transition Meeting planned/occurred without all present Transition Plan in place and documented for most roles (>66%)	No Co-Chair Transition Meeting planned, despite outgoing Co-Chair attempts Transition Plan in place, but not for most roles or not documented	No Co-Chair Transition Meeting planned or did not attend initial transition meeting No Transition Plan
Digital Continuity (2)	All past files on centralized, cloud-based service All internet account details transferred	Most, but not all, past files on centralized, cloud-based service	Limited, but not all, past files on centralized, cloud-based service (i.e. missing key documents or positions)	No record of past files, or files not on centralized, cloud-based service

		Most, but not all, internet account details transferred	Internet accounts not transferred	Internet accounts not transferred
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ComSoc Relations	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Communication with ComSoc (2)	Always timely (< 7 days response) and respectful	Generally timely, but always respectful in communication	Generally respectful and timely communication	Was consistently tardy (> 7 days response) and/or rude, or disrespectful
Abidance with ComSoc Policy (excl. ComSoc Shop) (3)	Fully abided by ComSoc policy			Did not abide by ComSoc policy
Use of ComSoc Shop (1)	Used ComSoc Shop for all hiring and events	Used ComSoc Shop for all hiring, but not all events	Used ComSoc Shop for all hiring, but not all events, and did not require candidates to accept positions in ComSoc Shop	Did not use ComSoc Shop for Hiring

Administration:

1. After the Advisory Board & Commissioner completes its executive review, the Co-Chairs must be sent a copy of the review report.
2. The review report must outline a rationale for the score in each category and if an executive receives below a ____ for any category, the director and the commissioner would meet with the co-chairs to discuss next steps.
3. If the executive receives below a _____ on its total score, the result is automatic probation. The reasons must be outlined, and a Director must meet with both the Co-Chairs and relevant Commissioner to discuss probationary terms.
4. If an executive on probation repeatedly receives a failing score on the same criterion, the Advisory Board, Commissioner, and VPSA will discuss deratification.
5. All feedback must be transitioned to incoming Co-Chairs by the Commissioner, and it is highly encouraged they sit in on the end of year review.

Mid-Year Review

The purpose is to update and inform the Advisory Board and Executive on the committee's performance thus far, including events held, events being planned, as well as performance with respect to goals set. The mid-year review gives the Advisory Board an opportunity to give feedback, both positive and negative, to each committee and to give the committee time to perform should there be the possibility of probation.

End of Year Review

The purpose is to update and inform the Advisory Board and Executive on the committee's performance at the end of year. At this point the Advisory Board will determine whether a committee should be placed on probation.

3.2.2 Administration

Mid-Year Review

The mid-year review will be conducted in mid-November (unless a committee hires off-cycle) and will be administered by the Advisory Board Chair. Feedback will be provided before the start of the winter semester. Any committees identified as failing their overall review will meet with their respective commissioner, Advisory Board Director and the VPSA before the upcoming semester to discuss terms of probation.

End of Year Review

The end of year review will be conducted in mid-March (unless a committee hires off-cycle) and will be administered by the Advisory Board Chair. Any committee that is still failing in the same evaluative area from the mid-year review will meet with their respective Commissioner, Advisory Board Director and the VPSA to discuss terms of probation. Any committees identified as failing their overall review will meet with their respective commissioner, Advisory Board Director and the VPSA to discuss terms of probation.

Probation Year

If a committee fails a review, or, by the end of year review substantial improvement has not been made in failing criterion, the Vice President Student Affairs or Advisory Board Director of the respective committee will present to assembly the proposal for probation. Before coming before assembly, the VPSA and/or Director will meet with the Commissioner as well as both the outgoing and incoming Co-Chairs. Probation year should only be put into effect if a committee has failed their overall review with significant failings in one or more evaluative areas.

3.2.3 Participants

- All Commissioners
- Advisory Board

- Vice President Student Affairs
Co-Chairs of Committees

ASSEMBLY MOTION

Being put forth by: Dante Aralihalli

Being put forth on: Sunday November 22, 2020

WHEREAS there is a new Advisory Board executive review process in place

AND this year's mid-year review will be the first reviews conducted under this new process

BIRT the Advisory Board may proceed with the structural changes to the reviews and will defer all probationary decisions until a benchmark performance score is established for each individual criterion and for the aggregate review by the Advisory Board and passed by assembly in January 2021.

ADDITIONAL INFORMATION

Key Definitions: N/A

Resources: [Operations Policy](#)

Context: Without this motion we would be setting an arbitrary benchmark beforehand that may or may not actually be a good indicator of executive performance.

Rationale: Without having previously undergone this new review process, and especially given the context of conducting these new reviews during the COVID-19 pandemic, we felt it would be unfair to set a benchmark score at this time.

ASSEMBLY MOTION

Being put forth by: Dante Aralihalli

Being put forth on: Sunday November 22, 2020

WHEREAS the new Advisory Board executive review process was designed to be administered in a regular academic year

AND the COVID-19 pandemic has inhibited the ability of executives to operate normally this school year

BIRT the Advisory Board may proceed with the changes outlined below in Operations Policy 3.2.1 only for the 2020/2021 academic year

ADDITIONAL INFORMATION

Key Definitions: N/A

Resources: [Operations Policy](#)

Context: The COVID-19 pandemic has significantly altered the way committees operate this year.

Rationale: Committees are not operating this year as they normally would, and the review process should reflect that.

3.2.1 Executive Review

Each committee will participate in both a mid-year and end of year review, administered by the Advisory Board and the Commissioners.

The following questions will be sent to Co-chairs in advance of the review:

1. What is the executive size & structure (including a breakdown of each role)?
2. How many returning executive members were there this past year, and how many applicants applied during general and frosh hiring?
3. What is the breakdown of the executive's social structure (are members skipping meetings and/ or socials?)
4. How much time do executive members contribute to the club per week on average?
5. What were the strategic goals for the year?
6. What actionable items do the co-chairs want to tackle and how will the success of these initiatives be measured?
7. Does the executive feel these goals are being achieved?
8. How many events did you run and what were attendance numbers? What was the delegate breakdown - gender, faculty, year? What was the delegate fee? How much has the fee changed year over year?
9. How much total sponsorship materialized versus the sponsorship target?
10. How successful do you as Co-Chairs rate your conference/ event?
- 11. How did the COVID-19 pandemic affect your plans for a conference/ event this year and how did you adjust?**
12. What is your transition plan? How are you currently storing Executive files? Have all internet accounts (login details, etc.) been passed on to the new Co-Chairs?
13. What will the value proposition be in five years?
14. What does the executive culture look like? Has a culture shift been necessary to address equity issues in the past?
15. Overall, is the executive on track to meet their equity goals and do your actions match your vision? (Were your goals and vision disruptive and do your actions match?)
16. What steps are being taken, if any, to become environmentally sustainable?
17. Do you have any other comments or concerns to share with the comsoc team?

The following questions will be sent to the rest of the executive in advance of the review:

1. How many hours per on average week do you spend on this committee? (We understand that it can be cyclical, however during an average week how much time do you spend)
2. How would you rate the quality of your work on this team?
3. How would you rate the executive culture?

4. Do you feel the executive has made significant progress towards its goals and if not, please elaborate.
5. Do you have any additional comments? If you want someone from Commerce to get in touch please leave your name and contact information.

After the review is conducted, the review results will be quantitatively assessed based on the following matrices:

Goals & Vision	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Strategic Goals (1)	Strategic Goals are strong- clearly outlined, and align with their mandate	Strategic Goals are outlined and appropriate but need modification to be strong	Strategic Goals are outlined but need significant work	No strategic goals outlined
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Equity	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Financial Accessibility (2)	Executive leveraged every tool at their disposal to make events as low-cost for students as possible	Events were generally financially accessible, however, more effort could have been made to lower costs	Attempt was made to lower event costs for students	No attempt was made to make events more financially accessible
General Accessibility (+) (0)	Executive followed all the ComSoc accessibility guidelines that were delivered at the beginning of the year	Most accessibility guidelines were adhered to	An effort was made to be accessible	No effort was made to be accessible


COMMERCE SOCIETY
 SMITH SCHOOL OF BUSINESS

Progress on Equity Goals (2) (3)	Executive has made significant strides to achieve its equity goals and has gone above and beyond to ensure equity is an utmost priority	Executive has made reasonable progress on its equity goals	Executive has made minimal effort to achieve its equity goals	No effort was made to achieve the executive's equity goals
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Event Sanctioning (1)	All events appropriately sanctioned			Held at least one unsanctioned event

Value to Students	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Executive Workload (2)	Executive members have sufficient work (3-5 hours a week) and work is balanced across the executive	Executive members have sufficient work but the workload could be more balanced across their executive	Executive members have insufficient work	Executive members have no work
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COMMERCE SOCIETY
 SMITH SCHOOL OF BUSINESS

Value to Student Body (2)	Students are highly benefited- opportunities and/ or experiences are unique and disruptive within the society	Students are benefited- opportunities and/ or experiences are well-received but not necessarily disruptive	Students are somewhat benefited but opportunities and/ or experiences are not unique and provide little value	Opportunities and/ or experiences are either nonexistent or add no value to the student body
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Future Viability (cont.)	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
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Digital Continuity (2)	All past files on centralized, cloud-based service All internet account details transferred	Most, but not all, past files on centralized, cloud-based service	Limited, but not all, past files on centralized, cloud-based service (i.e. missing key documents or positions)	No record of past files, or files not on centralized, cloud-based service

		Most, but not all, internet account details transferred	Internet accounts not transferred	Internet accounts not transferred
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ComSoc Relations	Exceeds Requirements (5)	Meets Requirements (3)	Attempted to Meet Requirements (1)	No Attempt Made (0)
Communication with ComSoc (2)	Always timely (< 7 days response) and respectful	Generally timely, but always respectful in communication	Generally respectful and timely communication	Was consistently tardy (> 7 days response) and/or rude, or disrespectful
Abidance with ComSoc Policy (excl. ComSoc Shop) (3)	Fully abided by ComSoc policy			Did not abide by ComSoc policy
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Administration:

1. After the Advisory Board & Commissioner completes its executive review, the Co-Chairs must be sent a copy of the review report.
2. The review report must outline a rationale for the score in each category and if an executive receives below a ____ for any category, the director and the commissioner would meet with the co-chairs to discuss next steps.
3. If the executive receives below a _____ on its total score, the result is **automatic** probation. The reasons must be outlined, and a Director must meet with both the Co-Chairs and relevant Commissioner to discuss probationary terms.
4. If an executive on probation repeatedly receives a failing score on the same criterion, the Advisory Board, Commissioner, and VPSA will discuss deratification.
5. All feedback must be transitioned to incoming Co-Chairs by the Commissioner, and it is highly encouraged they sit in on the end of year review.

Mid-Year Review

The purpose is to update and inform the Advisory Board and Executive on the committee's performance thus far, including events held, events being planned, as well as performance with respect to goals set. The mid-year review gives the Advisory Board an opportunity to give feedback, both positive and negative, to each committee and to give the committee time to perform should there be the possibility of probation.

End of Year Review

The purpose is to update and inform the Advisory Board and Executive on the committee's performance at the end of year. At this point the Advisory Board will determine whether a committee should be placed on probation.

Dante: We have designed a new AB process, which we already have begun to implement. The second and third motions essentially outlines certain benchmarks and probationary decisions. Given the obstacles this year, we thought it'd be unfair to set hard benchmarks. All decisions this year about probation will be holistically made.

Bill: Perfect, we will move to Q and A. If anyone has any questions, raise your hand. If there are no questions, motion to move to discussion. Motion passed. Any comments?

Seby: On behalf of MKV, we are in favor of this.

Kayvon: Obviously, AB has discussed this process in length, and we are all in favor of this. This was an initiative that was carried over from last year.

Bill: Motion to move to a vote? Motion passed.

MOTION PASSED (96% favor)