

**Smith Commerce General Assembly**

**Sunday, November 5th, 2023**

**Land Acknowledgement**

**Josh**

**Agenda –**

1. **Approval of the Agenda**
2. **Approval of Minutes**
3. **Statements by Members**
4. Mahir Hamid
5. Charlotte Alfred
6. Adam Dhanji
7. Tyler Tâm Trần
8. Spiro Saites
9. **Motions**

N/a

1. **Discussion Items**
2. Ratification – Jillian Weatherby
3. Policy Overhaul - Prem Mehta-Spooner and Charlie Ward
4. **Close of Assembly**

**Statements by Members**

# President – Mahir Hamid

* Career Discovery Day = Major win!
  + Thank you to both ACRO officers for all of your hard work planning
  + Thank you COMM27s for marketing!
  + Maybe add in an alumni panel next year?
* CPRO Policy Committee
  + Prem has been working super hard to overhaul
* Equity project tangential to Smith Transparency Project
  + Jacob is investigating why people are rejecting officers shortly before fall semester begins
  + Will be presenting to Faculty Board and the Dean
* Thank you everyone for volunteering for non-comsoc related events
* Thank you Sagaana for being amazing

# VP Ops – Charlotte Alfred

* Marketing meeting
  + Kieran has so much merch (gotta keep the closet well stocked)
  + Leadership change – Marium stepped down & interim CMO will be Iris
* Filming a recap video
* Tech
  + Updating the website and need people to pick their headshot
  + Download headshot you like, upload it to final headshot to folder (First, Last, Position)
* Finance
  + Thanks for all the hard work team!
* Merch
  + Vote will take place during meeting
  + Can look into a more affordable generic option (ie. Gildan)
  + Another avenue for those for whom prices may not be as financially accessible, is the Student Experience Fund, which can help subsidize the cost..

# COMM ’26 Pres – Adam

* Prem is speaking as a proxy for Adam
* Adam has been sitting on SVF Allocation Committee meetings
* Adam has been working on a mandatory event with the Center of International Management for all students interested in going on exchange.
  + CIM is looking for volunteers from various exchange schools who would like to speak about their school to interested COMM26s.

# COMM ’27 Pres – Spiro

* Spiro’s first discussion item yay!
* Instagram
  + Implementing a Link-Tree
  + Will be conducting regular “Week in Preview” posts to keep students informed
  + If anyone is part of other clubs and wants info spread to 27s, reach out to @qcomm27 on Instagram
* Commerce Career Discovery was cool and successful
  + Use our social media platform to connect with our first-year class
  + Got more familiar with our Instagram platform
* Events
  + Some type of social this year – hopefully end of November
  + COMM 26 and COMM 27 social
  + Working with Head of CAC Paul Brohman? On an elevator pitch work shop for first-year students.
    - Work with Sales Professor Jim Hamilton
    - How to talk in a corporate setting
    - First-years are super interested in networking opportunities
* Posting a midterm feedback survey

# COMM ’25 Pres – TTT

* COMM 25 Events and Updates
  + Semi formal was a huge success
  + Another one closer to finals, date not announced yet
  + Photo contest for those on exchange – saying hi to friends abroad
* Microwave SVF request was denied:(, but this was a good learning experience for handling SVF requests.
* Will be getting a bi-weekly update up and running soon to receive more information and input into what TTT has been doing as year prez
* Looking into various initiatives requested by students.
  + “If it’s something that can be done, I’ll get it done”

# Speaker – Joshua Cristofoli

* You’re not here to fulfill the role you were hired in, you’re here because MEC knows your opinions is valuable and that Assembly needs to hear it!
* Point of Order
  + Raised during assembly to address procedural error or request clarification on meeting rules and order
* Point of Information
  + An opportunity to ask a question or seek clarification during Assembly
* How to call it?
  + You can call either points when someone is speaking, and all you have to do is raise your phone with the flashlight on, and the speaker will acknowledge uou. No interruptions!
* Who cares?
  + Everyone because it affects everyone in Commerce
  + Your involvement makes a difference
  + It’s about your improving our society together
* Why do this matter?
  + Your actions can drive progress
  + Your contributions shape the outcome
  + It’s an opportunity to create positive change in commerce
* Prem - Can we call the question?
  + Vote to end discussion
  + Joshua - No.
* TTT – What if there is relevant policy
* Josh - Call point of info

**Discussion Items**

**Name: Jillian**

DISCUSSION ITEM – RATIFICATION

Agenda

* Ratification as it Stands
* Current Problem Areas
* Addressing the Gaps

Ratification as it stands

* Executive contacts Jillian to gather information and ensure we are aligned in terms of interests
* Preparation stage
  + Continual meetings to review and draft presentation, corrections based on internal rubric, suggestions of consultations
* Presentation
  + To ComSoc to be ratified by vote

What is ComSoc “Selling”?

* Platform and outreach
  + Access to ComSoc Shop, ability to reach students in a centralized manner
* Reputation and Support
  + The ability to market as a “official, ratified Commerce Society” executive
  + In times of trouble, ComSoc will help avoid failure of the executive
* Not Currently – Financial Support
  + Financial budgets for executives

What is ComSoc asking for in return?

* Financial Capaciity
  + Adequate cashflows this to support club behaviour and operation
  + Forecast of sponsors, revenue streams and anticipated costs for the year ahead.
* Preparedness & Interest
  + They meet the 5 executive minimum threshold, executive structure is planned out,
  + The club provides evidence suggesting there is an interest in their chosen vision
  + They are able to showcase their unique value proposition
* Fit, Culture, and Knowledge Integration
  + Explains where and how they fit into the commission structure
  + How does it support the vision of ComSoc in the given year,
  + It effectively demonstrates that it advances students’ academics, social life, or career prospects.

CURRENT PROBLEM AREAS

Key Problem Areas: Lack of Consultation

* Hiring Alignment (Talent Strategy):
  + Ensuring alignment of when transition of power takes place,
  + Alignment of hiring period, procedures, and understanding
* Financial Alignment (CFOs and Treasurers)
  + Evidence that the club is self-sustaining
  + The requirements, expectations and ins and outs of a financially feasible club.
* Society Alignment (Other)
  + Naming requirements (Club Commissioner)
  + Other Policy Considerations (CPRO)

Key Problem Areas: Differentiation

* Providing a Unique Value Proposition
  + As a key pillar of ratification discussion, what does a club bring to the table that is different than pre-existing executives
* Current Executive Environment:
  + With an abundance of lcubs and opportunities already available to students, how can we ensure the executive we are ratifying are contributing value or a unique opportunity to students

Key Problem Areas: Evaluation

* Society Understanding of Standards
  + Unsure of if society members feel comfortable evaluating these executives without background knowledge, without a rubric provided, or a standard method of ratification.
* Lack of Ability to Observe Sustainability
  + No process to confirm financial stability
  + Limited ability to confirm hiring policies/frameworks are aligned (Equity, values, processes, etc.)

High-Level Suggestion

* Consultation
  + Inner-society work that is ongoing and currently in discussion
  + Research into other faculties’ current processes
* Trial Ratification
  + Develop a procedure for clubs to follow for a “trial period”
  + The ability to display stability and sustainability
* Standardized Ratification Process
  + Transparency in what we are asking and providing for the society moving forward

Questions

* Ratification Currently
* Problem Areas
* Considerations and Next Steps

Prem:

* Transparency in hiring procedures, different criteria under trial ratification
* What are benefits of trial over full ratification
  + Jillian: Trial ratification stakes are lower, lower the barriers slightly to be trially ratified
    - Still must go through full vote before they are fully ratified
  + Jillian: Trial ratification allows ComSoc to see whether the club is providing tangible benefit to commerce students
    - Currently only way to show engagement is via social media, but trial ratification would allow clubs to run taster events and provide more information in advance of a full ratification.
  + Mahir: all clubs would have to go through trial before they could be fully ratified
    - Jillian: Still need to iron out how exactly this would work

TTT: what stages are clubs coming to you in, what about stage of engagement

* + Jill: some early stages, therefore ombudsperson has to develop them and the executive
  + Many are fully fledged and just seeking extra
  + Many have social engagement and exec hiring engagement (smith sports as example)
    - Starting out clubs can have no enagment otyher tghna social so we are encouraging an event
    - Social isnt indicative of real attendance for events
* Sagaana: Trial ratification would standardize the process and make it easire to become ratified because those interested in trial ratification just need an idea and small exec and will then prove that they deserve full ratification.
  + Sagaana: Currently a cub needs to come with a fully formed exec and operating model to get ratified
* Jillian: Consultation, how can Jillian encourage people to consult the people who need to be consulted? How do we get people to talk to the people that can help them?
  + - Mahir: make a ratification committee that includes TS, Finance, Policy, and club commissioner
    - Joshua: phases, first talk to TS, then put together a framework, the speak to Finance, then Joshua reviews
    - Jill and Joshua: Solution: If clubs aren’t consulting those who need to be consulted, we don’t let them bring it forward in assembly
* Prem: Consider conflicts of interest when establishing working groups
* Tyler: Standard becomes that it is expected to consult with others, even if it doesn’t become mandatory. Would be a good idea to set these standards.
* Ally: Is there any precedent for trial ratification?
  + - No
* Ally: Clubs are at different stages, could we create different classifications between clubs that need to be trial ratified and those who can be fully ratified?
  + - Jillian: If all clubs are lumped into the same category, this could create an inequitable and unclear process without clear benchmarks
    - Sagaana: Trial ratification provides avenue for increased monitoring. It’s easier to hold trial ratified clubs responsible rather than fully ratified clubs
    - Josh (Point of Clarification): When Queen’s sports management was doing hiring, policy did not follow ComSoc policy.
    - Sagaana: QSA we didn’t know what their hiring process was contrasted to ComSoc. They had external parties involved. There was also different information being shared with different members of Comsoc.
      * No jurisdiction to make modifications to clubs that are already ratified, even if they’re actions don’t align with ComSoc requirements. Trial Ratification could solve this problem.
    - Josh: did you feel the need for people to sit in on their interviews?
    - Mahir, point of order, move on for time purposes
    - Sagaana: They don’t need to monitor the processes for clubs that deeply. Level of trust. She evaluated from outside but shouldn’t have to be in the room so to speak
* Mahir: As a solution, we could do different levels of trial ratification, but everyone still needs to go through the process
* Ally: how much ownership is taken with in trial clubs if they are more early-stage clubs, ie is comsoc branding applied to them, what if they fail?
  + Jillian: This is definitely something that needs to be considered. ComSoc Shop is the biggest bargaining chip that we have, so trial ratification forces us to really consider what we can give them without misleading anyone and while preserving our resources and image. Attractive to them to participate and feasible for us to facilitate
* Jillian: slide comparing conference club and professional development club. Makes clear value proposition compared to rest of clubs, there are many clubs with similar value proposition but what is the line between value they are providing students and having clubs that are providing the same value proposition.
* Prem: Read **society statement bylaws** that highlight this issue. Comparing clubs can become very murky, clubs may offer similar things in different ways, use the statement as a benchmark to see whether that fits.
  + Sagaana: Even differentiation clubs that have already been ratified is becoming difficult as clubs change their mandates over time (ie. Expanding/switching scope)
    - Abby: How should we approach the issue of existing clubs already being ratified. In the past they have done AB review but this has not been done for a couple years. Could bring this back to help resolve this issue. Still in conversations about how to address this issue.

Charlotte: Speaking to operations - while we are in an unprecedented poor financial state, that does not necessarily mean that in the future it will be better. Must be compared to current student fee, it is not just time but there must be increased revenue as the costs and clubs increase. Every club that joins takes resources away from clubs already existing. Resources are limited by manpower and finances, so we need to see what they offer to students and ComSoc’s feasibility to sustain them.

**Name: Prem & Charlie**

POLICY – MAINTAINING CONTINUITY AND ACCESSIBILITY; EXECUTIVE RESPONSIBILITIES,K TRANSITIONS, AB HIRING,

* Policy Committee
  + Round table format
    - CPRO – Prem Mehta-Spooner
    - AB Chair – Abbie Falle
    - MEC
    - Presidential Intern – Charlie Ward
    - Chief of Staff – Athmane Darenfeld
* Objectives:
  + Record relevant policy knowledge
  + Organize and consolidate operations policy
  + Centralize solutions to policy concerns
  + Strategize policy fit and legitimize ComSoc
* Operations policy overhaul schedule
  + November 20th – first draft of the transition documents, there will be open office hours
  + Discussion item on November 16th
* We understand why policy documents exist, so the work to be done is adding new relevant information but not changing meaning, or moving policies to better places that are better suited to their function.
* Policy Documents affected- through moving of policy to other policy documents
  + Constitution
  + Bylaws
  + Operations
  + Privacy
* Operatrions policy sections
  + Part 1: Exeuctive (Moving)
    - The appreciation night and the annual review of the Executive
  + Part 2: Roles (Additions)
    - Role descriptions as found in hiring docuiments and on comsoc shop
    - Currently found in ops policy, transition docs are needed
  + Part 3: AB Hiring (Moving)
    - AB Hiring of the Chair, Director, and Junior AB Positions
  + Part 4: Elections (Additions)
    - Currently there are 4 election policy documents. Consolidation and guide4is required
* Guiding Decision Making
  + MECE
    - Recommendation must be mutually exclusive, collectively exhaustive
  + Clarity
    - Motions should be written in layman’s terms
    - Leave no room for diverse interpretation
  + Continuity
    - Policy should be strong and should consider the implications for future executives
* Steps taken
  + 1. Change
    - Identify how your policy recommendation will change existing policy. Is it an amendment or an overhaul?
  + 2. Fit
    - Where in policy does your motion fit?
  + 3. Stakeholder Analysis
    - Determine which Smith Commerce Society Assembly members you need to reach out to
  + 4. Value
    - Consider the value-add for the ComSoc. Are there also economic costs to consider?
* AB Hiring policies discussion item
  + Implications of this “Move” to ComSoc Bylaws
    - Accessibility: Already 11 existing hiring sections, this would create a twelfth. Accessibility of having this information vs. Having too many details in the Hiring Bylaws
    - Meaning: the procedures at this time do not need changes. Future policy edits can occur after this situation
    - Application: There is existing overlap in Hiring procedures in the Bylaws

Reiterate - NOT CHANGING THE MEANING OF ANY POLICIES MOVING FORWARD

DISCUSSION

* Prem: Why should the hiring policies for AB be separate from the Hiring Bylaws for ComSoc? Isn’t every Commerce Student entitles to apply for a position in AB? Are there any consequences with TS to adding this more directly to the policy?
* Sagaana: AB operates in a unique way, not directly under ComSoc exec. No ComSoc exec is not obligated to keep roles the same from year to year. We need to be careful about how prespcriptive we are about exec formations. It is important that exec has autonomy to craft the team they want to see.

Prem: Should we move it into bylaws instead of keeping it in the operations policy?

* Mahir: Yes there is benefit to moving it into bylaws.
* Joshua: Would it be beneficial to rename bylaw to student affairs and have all hiring policy moved into bylaw? Bylaw feels overly vague, whereas student affairs would be more descriptive

Prem: Should another section be made for the hiring policy? How should it be structured?

Sagaana: It depends what is in the hiring policy. If there is a section that it would fit well with we could loop it under that. But adding an extra section won’t really make a huge difference at the end of the day. Flow matters more.

Tyler: If possible, it should be put under one of the preexisting sections if fit is right. We would need a strong rationale for adding a new section

Etienne: More clear and concise if it's in one section

**0 M**

**Assembly called to a close**