



ASBAA

Asper School of Business Accounting Association

Revised May 1, 2021

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Preamble: General objective of the group

The Asper School of Business Accounting Association (ASBAA) is dedicated to all students at the University of Manitoba who are interested in broadening their knowledge about accounting and/or furthering their career as an accountant.

Our members range from first-year students to fifth year students who are ready to enter the business world. Being the Faculty of Management's largest and most active student action group(STAG), our meetings and big events like the CPA Wine and Cheese, Toronto Trip, and Business and Accounting Case Competition(BASC), gives students early exposure to the CPA program, networking opportunities with firm representatives, accounting professionals, Asper professors, and fellow students.

Article I - Name of Student Group

Asper School of Business Accounting Association

Article II – Purpose Statement

The purpose of the Asper School of Business Accounting Association is to connect students from the Asper School who show an interest in accounting (accounting majors and non accounting majors) to accounting professionals from the business community.

Article III - Membership

Membership is open to any undergraduate or graduate student of the University of Manitoba, so long as no less than two-thirds of the club is undergraduate students. The early-bird membership fee is \$10.00 till September 27th 2021. Membership fee will increase to \$15 after September 27th. Membership is valid for one school year.

Article IV - Compliance with UMSU and UMSU Clubs Policies and Procedures

ASBAA will follow all bylaws, policies, and procedures of the University of Manitoba Students' Union (UMSU) especially those found in the UMSU Student Clubs Policies and Procedures document.

Article V - Governing Structure (Executive Council)

President:	Matthew Wong asbaaexec@gmail.com
Vice-President:	Lindsey Hopkins lindseyhopkins11@gmail.com
Executive Assistant:	Kate Smith katsmith351@gmail.com
Director of Finance:	Evan Wechenko ewechnenko@gmail.com
Director of Marketing:	Alex Gerasimov alexgeracc13@gmail.com
CPA Wine & Cheese Coordinators:	Virginia Robles virginiavjrobles@gmail.com
	Arshpreet Mavi mavia@myumanitoba.ca
BASC Coordinators:	Ravneet Brar tessa.robert.b@gmail.com
	Joseph Tonwe tonwejoe70@gmail.com
Internal Accounting Case Competition Coordinators:	Aman Chahal chahala4@myumanitoba.ca
	Pauline Mariano mariano2@myumanitoba.ca
Director of Corporate Relations:	Darshil Brahmhatt Darshilbrahmhatt@gmail.com
Social Media Manager:	Cassandra Lu lucpy@myumanitoba.ca
Toronto Trip Coordinator:	Jahangir Ansari ansarij@myumanitoba.ca

- The following are the Executive Officers of ASBAA, along with their duties:
 - 1) President
 - a) Attend all meetings of ASBAA
 - b) Act as a signing authority for ASBAA
 - c) Act as spokesperson for ASBAA to the public
 - d) Be the contact person for UMSU
 - 2) Vice President
 - a) Attend all meetings of ASBAA
 - b) Act as a signing authority for ASBAA
 - c) Act as Chair for meetings if no other Chair has been appointed
 - 3) Director of Finance
 - a) Attend all meetings of ASBAA
 - b) Act as a signing authority for ASBAA
 - c) Maintain adequate financial records of ASBAA
 - d) Maintain adequate financial records of ASBAA
 - e) Prepare and submit an annual budget for ASBAA

Article VI - Duties of Executive Council

President

The President oversees all of the events put on by the council. In addition, the President has an active role in communicating with the CSA Corporate Relations team and the Asper School of Business Dean's office. The President helps the Director of Finance prepare the yearly budget. Council members reporting directly to the president include the CPA Wine & Cheese Coordinator, Social Media Manager, Toronto Trip Coordinator(s), Executive Assistants and event Coordinators.

Vice-President

The Vice-President assists the president with all general duties and is responsible for organizing the business and accounting case competition(BASC). Council members reporting directly to the Vice-President include the BASC Co-Chairs.

BASC Coordinators

The purpose of these positions is to work along with the VP on all aspects of BASC. This includes the macro aspect, which includes securing the location, organizing the event, and communicating with judges and teams throughout the event. In addition, the micro aspect of BASC, which includes, organizing the night events, the formal dinner, transportation, and all other logistical aspects of the event.

Director of Finance

The DOF is responsible for preparing budgets for all events and seeking funding for those events. The Controller will also write cheques and oversee all of ASBAA's finances to ensure funds are being disbursed appropriately.

CPA Wine and Cheese Coordinators

The CPA Wine & Cheese Coordinators will act as a liaison between ASBAA and the business community. Specifically, the CPA Wine & Cheese Coordinators will be responsible for inviting public and private firms to the CPA Wine and Cheese, which will be held prior to the CACEE form deadline. In addition the Corporate Events Coordinator will also plan and organize the event.

Executive Assistant

The Executive Assistant will assist all members especially the President and Vice President in carrying out their duties. The Executive Assistant will also provide assistance for the Toronto Trip.

Toronto Trip Coordinator

The Toronto Trip Coordinator will be responsible for planning the annual ASBAA Toronto Trip. This will include setting up office visits with various firms in Toronto as well as organizing all logistical aspects for the trip such as booking flights, hotels, and transportation methods.

- Responsibilities of Toronto Trip Coordinator integrated into the President, Vice-President and Executive Assistants duties.

Requirements:

1. Must be admitted to and registered in the Asper School of Business.
2. Must be in good standing with the Asper School of Business and The University, both academically and professionally.
3. Must not have attended this trip in the past.
4. Must be majoring in Accounting and have successfully completed ACC 1100 and ACC 1110 with a grade of C+ or better and be currently enrolled in or have completed 1 of: ACC 2010, ACC 2020, ACC 3040 & ACC 4030.

Director of Marketing

This position will oversee all marketing aspects of the group with a strong focus on big events such as CPA wine and cheese, Toronto trip, and BASC. They are responsible for creating all promotional material such as posters, invitation letters, brochures, and registration forms for the BASC Conference and advertising the conference to Canadian Universities. The marketing coordinator will be responsible for contacting student groups, department heads, or professors from these universities in order to invite past participants back to the conference and recruit new schools to take part in the conference.

Director of Corporate Relations

The Corporate Relations Coordinator will be responsible for communication with the Director of Corporate Relations and the Managers of Corporate Relations from the Commerce Students' Association. In addition, the coordinator will communicate directly with the Corporate Sponsors of the BASC Conference when necessary and ensure that all information is received from sponsors and information about the event is communicated to the sponsors.

Social Media Manager

The Social Media Manager is responsible for maintaining all social media platforms for ASBAA and ensuring all events are promoted through these avenues.

Internal Case Competition Coordinators

The Internal Case Competition Chair/Co-Chair will be involved with planning the entirety of the Internal Case Competition that ASBAA holds.

- *Everyone part of the council is encouraged to* participate in promoting ASBAA events to students via classroom talks, posters, and other mediums. Everyone must also attempt to recruit new members into the group.

Article VII - Position Appointment

The President and Vice-President positions are selected through an election near the end of March during the last council meeting. Only ASBAA members can vote for these positions, but the positions are open to anyone who would like to run.

The General Council Positions are chosen from a pool of applicants by the newly elected President and Vice-President through a formal interview process. These council positions are open to anyone who would like to apply.

Article VIII - Dismissing a council member

If a council member is not fulfilling their ASBAA duties, they can be dismissed from the council. Before being dismissed, executives must meet with the council members to discuss their concerns and issue a warning. If the member does not improve their performance, they will be removed from the council. All executives must agree that this is the best course of action. If an executive is not fulfilling their duties, the same process is taken and the remaining executives must agree on the decision.

Article IX - Replacing a council member

A new council member can be brought into the council if someone has been removed or if more help is needed. The executives can decide if they want to hold another interview/election process or choose someone without going through a formal process.

Article X - Meeting/Event Schedule

Mid September	Member Meeting
Late September	CPA Wine & Cheese
Mid-November	Member Meeting
Late November	3rd Annual Internal Accounting Case Comp
Mid January	Member Meeting
Mid February	Member Meeting
Late January	20th Annual BASC & Gala Dinner
Mid March	Member Appreciation Meeting and Elections
Late March	Toronto Trip

*ASBAA will try to have a speaker at every member meeting

*Due to concern with COVID-19. Final timelines are unclear at this time, some events may have to be canceled or postponed to a later date for safety reasons for all attendees.

Student Group Description

ASBAA

(Asper School of Business Accounting Association)

The Asper School of Business Accounting Association (ASBAA) is the largest and most recognized student group in the faculty aside from the Commerce Students' Association. We are committed to the growth of our members as we strive to aid them in their pursuit towards a career in Accounting. We also provide students the opportunity to gain an understanding as to what the CPA designation has to offer. In addition, various speakers from the Big Four and other Accounting firms are invited to our monthly meetings. Through the invitation of firm representatives, students are given the chance to have their questions addressed in order to gain a deeper understanding into the Accounting profession.

CPA Wine & Cheese – Through our good relation with the Asper Co-operative Program and CPA Manitoba, we host the annual CPA Wine & Cheese event during recruitment season that provides students the opportunity to connect with 25+ Accounting firms. The majority of firms in attendance will be hiring for winter and summer interns, co-op students, and full time positions.

BASC – Introducing the 20th annual Business and Accounting Case Competition and Conference(BASC), a two-day long event that will feature a meet and greet, a case competition, and a gala dinner. Students will have the opportunity to take home \$1500 as well as the opportunity to connect with business students from different business schools across the country.

Toronto Trip - Our annual Toronto Trip presents students the opportunity to experience the business hub of Canada. During the trip, students will visit the head offices of Accounting firms within the greater Toronto area and be exposed to other top businesses in the city. Students will have the opportunity to establish connections with professionals outside of Winnipeg and are strongly encouraged to ask for professional advice.

Internal Case Competition - Introducing the 3rd annual Internal Case Competition, a case competition for University of Manitoba students. This event was created last year and will continue to evolve over the next few years as it becomes a more official event. This case competition will allow students at any level to compete in an introduction level of a case competition. This event is a great learning experience for other case competitions that students may compete in through their academic studies.