



REPORT

From the office of the...
Executive Board

TO: Student Representative Assembly
FROM: Blake Oliver, Vice-President (Education)
SUBJECT: Executive Board - Summer Report
DATE: July 15, 2016

Hello members of the Assembly,

I am happy to be providing you with your first Executive Board report of the year! This report will detail all that Executive Board has been up to since May. As it is the summer, the services that are currently operating (and therefore, reporting) are Mac Farmstand, CLAY, Horizons, EFRT, MACycle, Shinerama/Terry Fox, and the Maroons. I will also include a section on other relevant services and decisions that Executive Board has made recently.

Mac Farmstand

Farmstand has reported to EB twice this summer. Before their official launch on June 22, Kaitlyn (the Director) was busy hiring volunteers and customer service representatives for the stand. This year saw over sixty people apply for the CSR positions with the stand, and Kaitlyn implemented group interview hiring to hire six successful candidates. Other highlights include the stand's first Tasty video (three more to come!), a "Produce & Popcorn" event, and a trip to a farm upcoming in August. A current challenge for the service is issues using their student card machine.

CLAY

The CLAY conference has also reported twice to EB, once before and once after the conference weekend. CLAY was held from May 17 - 19 in Camp Muskoka and included 158 delegates and 56 student volunteers. CLAY took great strides this year in financial accessibility, with 107 delegate fees being covered by partnerships with community organizations, partnerships with schools, or by the service itself. The conference itself went very well and received glowing feedback, all of which can be found in the final CLAY report. Jonathan (the Coordinator) also included recommendations for the future coordinator in his report. One important recommendation was moving the conference to Camp Trillium for cheaper busing and accommodations. This direction was explored by our VP Finance and VP Administration,

who agreed that it would be a smart move for the conference to make in upcoming years.

EFRT

We have heard from Steph, EFRT's Director, twice over the summer. EFRT has been experiencing a slightly higher call volume this summer than in previous summers, as well as a larger number of cases being sent to ambulance rather than released. EFRT has participated in May at Mac, Dundas Buskerfest, and Spring Convocation. They are also hosting wildly popular first aid courses, which have been reaching maximum capacity consistently. Although this is excellent, it has also posed a challenge to the team, who would like to offer more courses but have limited personnel to run them and limited teaching equipment. In addition, EFRT is heavily preparing for both their upcoming conference (National Conference for Campus Emergency Responders) and recruitment in the fall.

Horizons

Raymond, the Horizons Coordinator, has updated us twice so far this summer. Horizons is going to occur from August 5 - 7 on campus, with a capacity of 200 delegates. Since the beginning of the summer, Raymond's team has hired staff - reaching a record-breaking amount of applications (289) and hiring 66 staff positions. Horizons has been present at May at Mac to promote the conference, and has also been promoting online. At the time of writing this report, the conference is about 90% full. The team is currently working on finalizing aspects of the conference. The main concern for this service continues to be budgetary in nature, as well as issues in room bookings with the delayed construction ongoing in MUSC.

MACycle

MACycle has had a bit of a rocky start this summer but is now operating smoothly. At the beginning of the summer, the Coordinator for this service had to leave their role. Since then, we have hired a new Coordinator, Andy. Andy has been able to report to executive board once on the service, which is implementing many new initiatives such as a Women & Femmes workshop, wheelchair maintenance and training, bike educational workshop series, etc. One of the challenges for the service is a low number of volunteers over the summer. To combat that, we have passed a job description for volunteers at the last EB meeting, and the service will be hiring new volunteers. In addition, we passed changes to the service's operating policy to better reflect the vision of the service. We are excited to see the ongoing improvements to MACycle!

Shinerama/Terry Fox

We have received two reports from the Shinerama/Terry Fox Coordinator, Sam. The service has been busy both preparing for Welcome Week and doing fundraising initiatives over the summer. Some of these initiatives include a garage sale, multiple bottle drives, the McMaster charity golf tournament, and a Bar Blitz. The total at the time of writing this that Shinerama has raised is about \$7000. In addition to reports, we have also passed a job description for Shinerama volunteers in order to help out with events over the summer and Welcome Week. This job is currently posted on the MSU website - be sure to promote this to your constituents!

Maroons

The Maroons have reported to Executive Board once this summer. Megan, the Coordinator, has been busy with events such as the MSU Maroons Meet & Greet, May at Mac, CLAY send off, and the MSU Maroons & Shinerama retreat. Now they are busy getting ready for welcome week!

Other things that have happened

TAC is now Macademics

My platform when running for Vice President Education included expanding teaching awards committee to handle the Course Wiki. What this ended up turning into was an entire new service: MSU Macademics. After presenting about this to EB, we passed an operating policy for the new service, the job description for the Coordinator (PTM), and also for the five executive positions. The executive positions should be open at the time of the SRA meeting - please share these, and apply if you are interested!

Yearplans

We approved YearPlans for EFRT, Farmstand, Shinerama/Terry Fox, and Maroons. They are available on the MSU website if you are interested in looking them over.

Hiring

In addition to hiring the MACycle Coordinator, Andy Tran, the Executive Board also hired three other PTMs. The past PTMs for these services unfortunately had to leave their positions due to various acceptances to professional school. However, we are thrilled with our new PTMs! Please congratulate Sutina Chow (the new SHEC Coordinator), Balie Tomar (the new SCSN Coordinator), and Andrew Lee (the new PSL Assistant Coordinator).

Space Audit

We are doing a space audit via a space audit committee. This should be completed in August so stay tuned.

Students of Distinction Award

At our first meeting on May 25, we opened nominations for the Students of Distinction award. "What's that award?" you might be wondering, having never heard of it before. Well my friend, that is because no one ever talks about it. But the Students of Distinction award is pretty cool - it is governed by Bylaw 11G of the MSU, and there is no limit to the number of awards granted each year.

Executive Board receives and decides on applications. Although this award typically goes under the radar, it would be really cool if any of you know a deserving candidate to nominate them. I have attached the nomination form to this report - you can find out more information at

<https://www.msumcmaster.ca/governance/executive-board/msu-students-of-distinction-award>.

Transition Reports

We approved transition reports from last year's Board of Directors.

Committees

We elected EB members (and one MSU member) onto committees - these are listed below in case you need to contact one of these members.

- Space Audit Committee: Ryan MacDonald and Ikram Farah
- Sponsorship and Donations Committee: Eric Shingleton-Smith and Rohoma Zakir
- Silhouette Board of Publications - Ashley Eom
- EFRT Advisory Committee - Ashley Eom
- PSL Advisory Committee - Desmond Flowers

Logos

We have approved new logos for two services: MSU Maccess and Campus Events. Both logos are excellent and we are excited to see them around campus in the fall. I also attached the logos to this report in case anyone is interested.

Sponsorship and Donations

We approved one sponsorship request and one donation request.

That is about it from us! I know this is a lot of information and you might have questions about some of the above, and I would encourage you to check out the executive board minutes at <https://www.msumcmaster.ca/governance/executive-board/executive-board-minutes>. Otherwise, feel free to pose questions to myself or any other member of the executive board.

Yours,

A handwritten signature in black ink that reads "Bl Oliver". The signature is written in a cursive, slightly slanted style.

Blake Oliver
Vice President Education
McMaster Students Union



STUDENTS OF DISTINCTION

NOMINEE

Name : _____
Tel : _____
Email : _____
Address : _____
Program : _____
Year : _____

1. Is the student a fulltime undergraduate (e.g. enrolled in 18 units or more) of McMaster University?
Y / N
2. Please attach a letter of no more than 500 words detailing how this individual made an outstanding contribution to the McMaster Students Union (MSU) or student life at McMaster University.
Please return it to the MSU Main Office (McMaster University Student Centre Room 201) by no later than 4:30pm on the third Friday of each month.

NOMINATOR

Name : _____
Signature: _____
Tel : _____
Email : _____

Affiliation with Nominee/McMaster University:

**FOR FURTHER INFORMATION, PLEASE CONTACT THE MSU PRESIDENT
(president@msu.mcmaster.ca)**



