



REPORT

From the office of the...
EXECUTIVE BOARD

TO: Student Representative Assembly.
FROM: Ryan MacDonald
SUBJECT: Executive Board Report
DATE: January 17th

Student Representative Assembly,

This likely will be the shortest Executive Board report that you receive this year as it only covers the details of the January 10th meeting. The report consists of updates from First Year Council, SHEC, the Training Resources Research Assistant as well as updates to the part-time wage grid for 2017-2018, updates to the Maccess job description and an update regarding a potential long-term contract with Housing & Conference Services.

First Year Council

Kirsten Webster outlined in her report that this has been a big year for the development and legitimacy of FYC. Each residence councilor has held a feedback event for students in their residence with exciting titles including "cookies and conversation", "Cupcake-Bake and talking" and "Build Your Own Woodstock" among others. The dining committee worked on a survey that produced 250 responses from students and resulted in Centro extending their hours of service - a direct result of student advocacy. For the upcoming term FYC has some big events on the horizon including an Amazing Race as well as a first year club night in TwelvEighty as well as working with the VP Education and VP Finance as they author the first year students policy paper.

SHEC

Sutina Chou outlined some of the things the service has been up to including an Alcohol Awareness fair, term 2 training, the lending library cataloguing a new logo coming down the pipeline as well as some changes to the space. All of these projects seem to be progressing well and the team is the Executive Board is confident that the service is being used well. While current highlights included volunteer retention and budgeting, the service has some exciting projects on the horizon including a new event called SHEC Your Pulse working with A&R, a new cookbook, a promotional video and an event with Residence Life and WGEN called Sex 202.

Training Resources Research Assistant

While the continuation of the TRRA position is still up for debate on EB, this role had some key items to report on including the implementation of modules, a recommendation for an Assist Trainer as well as data collection. The Board discussed the possibility of expanding the scope of the role next year to include event planning and assisting the VP Administration in planning SRA and PTM training as a whole, acting as an assistant of sorts to the VP Admin. Overall the changes to peer-support training implemented by the TRRA have received incredibly positive reviews from volunteers.

Part Time Wage Grid - PTMS

After extensive review from the wage review committee, the new process is complete for our Part-Time Managers. The grid and placing is outlines below. The evaluation questionnaire, approved by EB in August, was designed to evaluate roles based on a defined set of characteristics with respect to the responsibility in the position they hold. Budget, capacity for risk management, level of training, and size of the team you supervise, were all compensable factors.

PTM Wage Placements

| grade | hourly rate | 1 | 2 | 3 | 4 | 5 | 6 | 7 |
|--------|-------------|--------------------|---------------------|----------------------|----------------------|----------------------|----------------------|----------------------|
| Server | 10.07 | HOURLY ONLY | | | | | | |
| A | 11.56 | HOURLY ONLY | | | | | | |
| B | 11.92 | 4-6 hours per week | 6-8 hours per week | 8-10 hours per week | 10-12 hours per week | 12-14 hours per week | 14-16 hours per week | N/A |
| C | 12.70 | 4-6 hours per week | 6-8 hours per week | 8-10 hours per week | 10-12 hours per week | 12-14 hours per week | 14-16 hours per week | 16-18 hours per week |
| D | 13.47 | 6-8 hours per week | 8-10 hours per week | 10-12 hours per week | 12-14 hours per week | 14-16 hours per week | 16-18 hours per week | 18-20 hours per week |

Bread Bin Director - D2

Chief Returning Officer - D4

Deputy Returning Officer - C3 *change start date to August 1*

Diversity Services Director - D4

Diversity Services Assistant Director - C4 *change start date to August 1*

EFRT Director - D7

Macademics - D1

MACycle Coordinator - D2

Maroons - D3

Peer Support Line Assistant ~~Coordinator~~ Director - C5 *change start date to August 1*

Peer Support Line ~~Coordinator~~ Director - D4

QSCC Coordinator - D3

SCSN Coordinator - D2
SHEC Coordinator - D3
Shinerama Coordinator - C6 *start date already amended to be April 1*
Spark Coordinator - D3
SWHAT Coordinator - D1
WGEN Coordinator - D5

Maccess Job Description

The board amended the job description for the Maccess coordinator based on recommendations by the current coordinator to reflect more accurately what the role actually is responsible for.

Housing & Conference Services Contract

I've been working closely with the team over at Housing to develop a long term contract with H&CS and the MSU with regards to a price commitment for our Horizons conference as well as the SRA and PTM retreats. This agreement will allow us to more appropriately predict our costs associated with running these weekends and save students money. While not finalized the initial draft does create significant savings for the MSU and a revised draft we would like to see a longer term price commitment than the suggested 3 years.

If you have any questions please let me know,

Ryan MacDonald
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McMaster Students Union