



REPORT

From the office of the...

AVP Finance & Chair of the SAB Space Allocation Committee

TO: Members of the Student Representative Assembly
FROM: Scott Robinson, AVP Finance
SUBJECT: SRA 17E Report
DATE: July 10th, 2017

Members of the assembly,

As the chair of the SAB Space Allocation Committee, I am excited to share with you're the progress that the committee has made since our last report.

Online Survey

On Monday, July 17th, our online survey will be published on the MSU website. This survey will allow all MSU member so submit their ideas and suggestions for the SAB. We will aggregate these submissions into numerical data, and the results of this survey will drive forward our research and consultations throughout the summer. Additionally, we plan to release a second survey in mid august which will add on to the results of the first survey. This will involve a ranking process, so that we can have an insight into the priorities of the student body. It will also encompass an additionally submission box, to provide details on their specific ideas for each room or project.

Promotional Video(s)

The process has begun with Sarah Mae Conrad, the MSU Communications Officer, to create a promotional video which will link to our online survey. Our ideas for this video will allow it to be engaging to students online, and will draw their attention and interest towards the MSU website and the SAB survey that we have released. We hope to produce 2 videos over the course of the summer, one for each online survey.

Consultations

To ensure that our final proposal is as in depth as possible, I am taking time off work at my other commitments between July 19th and August 1st to conduct in person consultations with campus stakeholders and experts. Lists have begun to be created for each room or project, with the individuals that I plan to meet with. These meetings will be at the forefront of our proposal, as the information provided in these meetings will directly influence the space allocation of the SAB.

Focus Groups

In late August and early September, we plan to host multiple student focus groups, to hear student feedback on our proposal and the consultations and research we have done.

These focus groups will be promoted online, and incentives will be offered to entice students to attend.

Events

We are planning to host a table at both the Sidewalk Sale and Clubfest during September. This will allow us to talk one on one with students, garner excitement for the SAB and receive any input on our proposal which will be nearly complete at this point. Incentives and prizes will be offered on site to garner attention and excitement.

Written Proposal

We are excited to submit our final proposal to your September SRA meeting, and have a lengthy discussion on your thoughts and opinions about the space allocation of this

Yours in space allocation,

Scott Robinson

AVP Finance & Chair of the SAB Space Allocation Committee

McMaster Students Union

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