

Executive Board Meeting 17-06
Thursday, August 24, 2017 @ 10:00am
MSU Boardroom, MUSC room 201

Called to Order 10:04am

Present Anas, Anbalagan, Arnold, D'Souza, Deshpande, Ibe, Lee, Lightstone

Late Zheng

Absent

Others Present J. McGowan (Business Manager), V. Scott (Recording Secretary), M. Wooder (MCD), Christine Yachouh (Horizons Coordinator), Connor McLean (Horizons Exec), Carly Van Egdom (SWHAT Coordinator), Nicole Yan (Shinerama Coordinator)

1. Adopt Agenda

Moved by Anbalagan, **seconded** by Deshpande to adopt the agenda, as presented.

Amendments

- Lightstone – Move Committee of the Whole to be Business Item #11

Moved by Anbalagan, **seconded** by Deshpande to adopt the agenda, as amended.

Passes Unanimously

2. Adopt Minutes

Moved by Anas, **seconded** by Arnold that the Executive Board adopt the minutes of Executive Board meeting 17-05 – August 3, 2017, as circulated.

Passes Unanimously

3. Horizons Report – Christine Yachouh presented

- Yachouh summarized the report.

Questions

- Lightstone asked about the Lift pancake plan, and if they provided it as a good deed. Yachouh responded that it was a good deed on their part. She stated that Lift's stipulation was that they serve breakfast, and they would provide it for free. Yachouh added that while it was great, she would recommend having breakfast at Centro for both days.
- D'Souza congratulated the Horizons team, and stated that they did a lot leading up to the conference.
- Ibe asked to outline what went well with the fundraising so that the MSU could replicate it. Yachouh responded that they had two dedicated members for just sponsorship, and that in previous years there would be just on person and it wasn't their only job. She added that it was great having people dedicated to just following up, as it broadened the scope of fundraising as well.
- Ibe stated that the timing of the conference doesn't allow for a lot of international students. He asked what numbers did they see and if there was something they could build. Yachouh responded that she had three international students coming from abroad who registered, and two attended. She explained that she hasn't taken international students into consideration, as while it was important, there were other students who could benefit from the programming. She felt that it wasn't feasible to expand beyond what they were doing.

- Ibe asked if they could focus on those who were already in the area. Yachouh stated that her description of international students was of those who were abroad. She explained that there may have been some from Hamilton or Toronto but they don't have that data, but they could collect it next year.
- Lee asked why one of the recommendations was that a media person be hired. McLean stated that the person was always stretched thin as there was so much required. He explained that they were told not to edit any photos and to do a two-minute video but it was still a lot of effort. McLean explained that it was also hard to get people to solely apply for a service and do this for free, when they could get paid elsewhere. Wooder stated that he agreed with that opinion.
- Anas asked if they were able to meet the dietary needs of the students. Yachouh responded that they were.
- Arnold stated that there was an issue that arose with Housing and Conference services, she asked if this was out of the blue. Yachouh stated that in previous years there were miscommunications about check-in times. She explained that this year they were very thorough, but the issue was that Housing incorrectly organized their room list and they had only found out the day before. Yachouh stated that they spent the day before fixing the list and sent it to them only to have it still incorrect, and they showed up 15 minutes late. Yachouh explained that they had a meeting on Tuesday with Housing and Conference services to discuss it, and will be debriefing with Lori Hamm.
- D'Souza asked if there was a plan to follow-up with sponsors to see if there were interested in next year. Yachouh responded that they wrote thank you cards that were being distributed.

4. Farmstand Report – report attached

Questions

- Wooder stated that the tent will be ordered soon.

5. SCSN Report – report attached

6. SHEC Report – report attached

Questions

- Lightstone asked if there was room for collaboration with all services' resource libraries and have a combined list so it was in one spot. Anbalagan responded that this was something that they could look into, but that they would have to ask the services who had a resource library if they were interested. Ibe asked the VP Administration to ask the AVP Services to follow-up on this idea.

7. Shinerama Report – Nicole Yan presented

- Yan summarized the report.

Zheng arrived at 10:33am

Questions

- Deshpande asked if there were any contingencies for alternate locations for shine day. Yan responded that they have a list of back-up locations for most spaces, and that they were allowed to go on public property.
- Deshpande stated that Shinerama should look at the Maroons model for volunteers. He explained that all the reps report to the Coordinator, but they were split into pods that then give the information to the execs, that then goes to the Coordinator. He stated that this way they only have to deal with the exec.
- McGowan asked Yan to follow up with security to let them know that buses were coming on campus for Shine Day.
- Arnold stated that the report was amazing, and that Yan was doing a good job.

- Anbalagan stated that the last time Yan reported she only had 32 locations for Shine Day, and now she has 112 locations. She added that she has also raised a lot of money since then too. Anbalagan commended Yan on her great.

8. **SWHAT Report – Carly Van Egdom presented**

- Van Egdom summarized the report.

Questions

- D'Souza asked if they had plans to do anything with SOCS to get better outreach to off-campus students. Van Egdom responded that she didn't have any plans for this, but SOCS did ask for promo material to be distributed. She added that they were doing a walk home event during Welcome Week.

9. **Spark Report – report attached**

Questions

- Anas stated that in the report an escape room event was mentioned, and felt that that would be very expensive per person. D'Souza responded that Spark was planning on making the room.

10. **WGEN Report – report attached**

Questions

- Deshpande praised the PTM, as this was a long and detailed report.

11. **Committee of the Whole – Services**

Moved by Anbalagan, **seconded** by Lee that the Executive Board move into Committee of the Whole to discuss Services.

Passes Unanimously

Anas left at 11:09am

Moved by Anbalagan, **seconded** by Arnold that the Executive Board moveout of Committee of the Whole and to Rise and Report.

Passes Unanimously

Rise and Report

- Anbalagan reported that the Executive Board went over the services the reported over the summer, and will circulate feedback to the PTMs.

12. **Horizons Event Coordinator Job Description**

- D'Souza stated that this was something that the Horizons PTM came to him about. He went over the memo with the Board.
- Lee stated that the AVP Services brought up some concerns through email, and that they were valid.
- Anbalagan stated that she didn't feel as though this was a good change, even though the job description only says that it would be an asset.
- Lightstone stated that he didn't see a problem with it as it wasn't under the requirements section.
- Scott explained that this may discourage people from applying for the position if they don't have a valid license. She added that the MSU couldn't ask someone if they had a valid license and not hire them because of that as it would be discriminatory.

- Deshpande stated that he didn't think this should pass and have it incorporated for a volunteer, but not an executive member.
- McGowan stated that he was comfortable either way, but added that people could take taxis. He explained that if someone's primary responsibility was driving then they would have to look into paying for insurance, as they don't want to put someone in a precarious position if they get into an accident while doing something for the MSU.
- D'Souza pointed out that they didn't need anything for the downtown events, it was just for emergency last minute items. D'Souza asked McGowan if they could look at the policy or stance of people driving their own vehicles for MSU services.

Moved by Anbalagan, **seconded** by Ibe that the Executive Board approve the changes to the Horizons Events Coordinator job description, as circulated and attached.

**In Favour: 0 Opposed: 9 Abstentions: 0
Motion Fails**

13. Capital Expenditure – TwelvEighty/UM

Moved by D'Souza, **seconded** by Arnold that the Executive Board expend \$9,270.00 + HST from the \$99,000 capital allocation made for the TwelvEighty Cafe during SRA 17D, for prep space in Union Market.

- D'Souza went over the memo with the Board. He explained that this fit into the budget proposed for the café.

Vote on Motion

Passes Unanimously

14. Yearplans

Moved by Anbalagan, **seconded** by Zheng that the Executive Board approve the following yearplans:

- Macademics
- SCSN

- Ibe stated that they have a big challenge with Macademics, as it was quoted in the minutes when the name was developed that SSC didn't mind. Ibe explained that after having conversations with the SSC he has found out that they do mind.
- Lightstone asked what was the point of Macademics, as they should be advocating for TA training, but not creating a resource hub for them.
- Deshpande responded that the point of the service was to largely remove the year to year that the Education department was providing and put it in one place. He explained that it fit better within a service than the ed department. Deshpande added that there were other aspects of the education service provision that got all boxed together. He explained that he was surprised that there was nothing about the textbook exchange in the yearplan.
- Ibe stated that he connected with the PTM on that file, and that they were an admin on the Facebook page. He added that Deshpande raised a fair point and that it should be in the yearplan.
- Anbalagan stated that they could add it to their yearplan later as she told the PTMs that they could update it at any point.
- McGowan stated that he liked the parameters of the yearplan and giving feedback to new initiatives. He explained that these comments shouldn't be perceived as being negative, but being informal additions.

Vote on Motion

Passes Unanimously

Moved by Zheng, **seconded** by Lightstone to extend the meeting by 10 minutes.

Motion Passes by General Consent

15. Closed Session

Moved by Lightstone, **seconded** by Ibe that the Executive Board move into closed session.

Passes Unanimously

16. Return to Open Session

Adjournment and Time of Next Meeting

Time of Next Meeting:

**Tuesday, September 12, 2017
12:30pm
MSU Boardroom, MUSC 201**

Moved by Lightstone, **seconded** by Ibe that the Executive Board meeting be adjourned.

Motion Passes by General Consent

Adjourned at 12:13pm

/vs