



REPORT

From the office of the...

Macademics Coordinator

TO: Members of the Executive Board
FROM: Ive Velikova
SUBJECT: Macademics Report 3
DATE: September 15, 2017

UPDATE

During Welcome Week and Clubsfest, our *Macademics* table received lots of interest! We collected 100 emails from students interested in getting involved with the service! Volunteer applications were open from August 28 – September 10, and we received 52 applicants! Acceptance emails were sent out on September 14, and volunteer training coming up on Sunday, September 17. We held an exec training and meeting on September 12, and it was a huge success!

SERVICE USAGE

At Clubsfest, we were able to engage with 100+ delegates visiting our table to learn about the service. 90 students interested in receiving updates about Macademics signed up for our email list! We also set up a promotional table during Welcome Week, where we collected 10 more emails.

Our Facebook page has grown to **791** likes (up from 749 in my last report)! We now have **144** followers on the Macademics Twitter account, and **519** on the TAC account! Fairuz, our Promotions Executive, has taken over all social media posting and is doing a fantastic job promoting our service and keeping students informed.

Interest in our pages spiked while volunteer applications were open, and we received 52 applications!

PAST EVENTS, PROJECTS & ACTIVITIES

Welcome Week and Clubsfest

Welcome Week and Clubsfest were exciting promotional times for *Macademics*! Promotional tables during these two events allowed us to engage with over 100 students, and collected a list of 100 students interested in receiving an email about resources, campaigns, and volunteer applications. This was an excellent engagement opportunity for our service!

Textbook Group

I am successfully running the McMaster Used Textbook Sales [All Years] Facebook group! This initiative has been a great success! I have been approving students' requests to join the group, and moderating to ensure that all posts are only for the purpose of selling textbooks. The group has been running smoothly, with no problems.

Exec Training and First Meeting

Now that all our exec have returned to Hamilton, we were able to hold our first exec meeting! Everyone was able to attend, and it was held on September 12th. I went over some history of *Macademics* and the Teaching Awards Committee, each exec shared their year plans, and I had everyone write a letter to themselves that I would return in April. We made a gameplan for volunteer hiring, and I asked for anonymous feedback after our meeting. Training was a *huge* success, and we went out for a social at Yogurty's after!

Volunteer Hiring

We are thrilled to announce that we have officially hired volunteers! This is the first time *Macademics* has formally hired volunteers, and we received 52 applications! On September 14, we sent out offers to 23 individuals to be part of one of four committees: Promotions, Research & Resources, Teaching Awards, and Course Wiki.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Volunteer Training

We will be hosting our volunteer training on Sunday, September 17 from 1-5pm. Committees will begin planning for our upcoming campaigns, including Teaching Award nominations, Wikithons, and Course Evals.

Resource Hub Launch

Although we do not have an exact date set, we are working towards launching a Resource Hub compiling many on-campus services into one accessible, well laid-out booklet. This will be helpful to students find diverse resources (i.e. academic advisors, mental health resources, tutoring) all in one place! This is a project two years in the making, and we are excited to release it in the next three weeks!

Academic Workshop w/ Spark

We are collaborating with Spark to host an Academic Workshop for first year students on October 5th! *Macademics* will be reaching out to faculty representatives to answer students' questions about studying, midterms, courses, etc. We will also be providing students printed copies of our Resource Hub booklet to support them in their upcoming midterms and evaluations.

BUDGET

	Current	Prior Yr.	Current	Prior Yr.	Prior Yr.	Approved	% Budget
	Month	Month	YTD	YTD	YE	Budget	Used
	July	July	2017-18	2016-17	2016-17	2018	To Date
All:							
5003-0312 TCHA - OFFICE SUPPLIES						150.00	0.00%
5101-0312 TCHA - TELEPHONE	10.92		32.76		133.04	120.00	27.30%
5201-0312 TCHA - PHOTOCOPYING						50.00	0.00%
6102-0312 TCHA - ANNUAL CAMPAIGNS						1,500.00	0.00%
6401-0312 TCHA - AWARDS & MEETINGS					987.94	1,700.00	0.00%
6494-0312 TCHA - VOLUNTEER RECOGNITION						500.00	0.00%
6501-0312 TCHA - ADV. & PROMO.			200.00		4,612.94	1,700.00	11.76%
6603-0312 TCHA - ACADEMIC RESOURCES						1,700.00	0.00%
7001-0312 TCHA - WAGES	463.08	290.32	1,279.21	1,459.48	7,149.92	6,500.00	19.68%
7101-0312 TCHA - BENEFITS	37.59	15.43	86.16	135.44	542.95	600.00	14.36%
Total All	511.59	305.75	1,598.13	1,594.92	13,426.79	14,520.00	11.01%

Pictured above is my budget statement for July. Since the school year has only just begun, we haven't been spending our budget!

VOLUNTEERS

Now that we have a full volunteer team, we will be hosting our volunteer training on Sunday, September 17 from 1-5pm. Committees will begin planning for our upcoming campaigns, including Teaching Award nominations, Wikithons, and Course Evals!

CURRENT CHALLENGES

Promotional Material

After Horizons, Welcome Week, and Clubsfest, we have run out of promotional material (pens, stickers, rave cards). We'll be ordering more soon!

SUCSESSES

IRL Promotion

Attending Horizons, Welcome Week, and Clubsfest, we were to speak with over 130 students about our services and opportunities!

Volunteers!

This is the first time Macademics has formally hired volunteers, and we received 52 applications! We are excited to get started with our campaigns and events with the support of our new volunteer team.

Exec Meeting

I'm thrilled to have met with our entire exec team! I receive positive feedback from exec, and feel confident starting the year off with them on my side.

OTHER

Thank you for taking the time to read my report. Let me know if you have any other questions!