



REPORT

From the office of the...

Associate Vice-President Finance

TO: Members of the Student Representative Assembly
FROM: Scott Robinson, Associate Vice-President Finance
SUBJECT: SRA 17G Report
DATE: September 17th, 2017

Dear Student Representative Assembly Members,

PROGRESS ON YEAR PLAN

I was able to get a strong footing throughout the summer, and make good headway on a lot of my year plan projects. I split my year plan into 3 sections: Summer, Fall and Winter. Many of these projects are now completed, with the rest very close to completion.

As the chair of the SAB Space Allocation Ad-Hoc Committee, we have been working to collect student input and feedback as to what they need inside the new SAB. We brainstormed effective ways to collect this data, and how best to reach out to students and promote the opportunity to have their voice heard. Our final report will be submitted to the SRA at the first October meeting, and subsequently to the architect firm, MJMA as a reference for what students want to see. It has also been a great experience to sit on some of the upper level committees regarding the SAB project. In every meeting that I attend, I work to make sure that voices of students are being heard in the planning process of this project, and my work as part of the SAB ad hoc committee has greatly helped my understanding of what exactly students are looking for.

Another goal of mine was to formalize the steps to receiving SRA special projects funding, which has been an ambiguous and unclear process in the past. To do this, I created a proposal form, and have sent that form to any assembly members who have inquired about funding. This allows the process to not only be transparent, if an MSU member should inquire about the fund, but also it allows us to be collecting historical data which future assemblies and AVP Finance's can use as a basepoint for the fund in the future. This past week, I formalized standing orders at both Union Market and the Underground Media + Design, which will help to speed up the process for access to this fund. Thus far, I've been happy to help the Engineering, Health Sci, Soc Sci, Commerce, Art Sci & Science caucuses make use of the fund, and I look forward to helping you in the success of your term on the SRA.

My final summer year plan point was to begin the process of collecting student input for the Programming Advisory Committee. Unfortunately, due to scheduling conflicts between myself and my co-chair, we were unable to host a summer term meeting. However, we are planning for one soon, and have met to discuss our goals and tentative projects for the committee. I expect this will be a main focus of my next report.

PAST EVENTS, PROJECTS & ACTIVITIES

The majority of my past events and activities have been involved with the Student Activity Building project. As chair of the Space Allocation Ad-Hoc Committee, we have seen some major successes.

Our largest avenue for receiving student feedback has been through our online survey, which was posted in early August. The survey asks for general idea submissions about what facilities and design features students wish to see within the new SAB. As of September 17th, the survey

has received over 400 submissions.

To promote this survey we released an online video, which starred the members of the Board of Directors, and this video has been viewed over 5,000 times! This video was also paired with a series of digital graphics and printed posters, which have been promoted on various social media channels as well as across the school on MacTV and on many walls. Additionally we had a table at the ClubsFest on September 6th, at which, our committee handed out over 1,000 rave cards promoting the survey. At this event we also invited students to write their ideas on a large format poster board, the results of which will be added into the survey. Finally to promote the survey, we have printed another 1,000 rave cards and these cards have been submitted at various customer service desks across campus including libraries, business units & academic advising offices.

To collect information and recommendations pertaining to the multi-faith prayer spaces which were promised in the referenda, a new interfaith council has met twice to discuss the internal design of this space. This initiative has been led by Max Lightstone, and the findings from each meeting will greatly aid us in our final SAB report.

Just yesterday, I met with the Underground Media + Design manager to discuss our promotions at the Homecoming expo, which I will expand on in the Upcoming Events, Projects & Activities section.

To aid in my understanding of the scope of the SAB project, myself as well as the MSU President, VP Finance, General Manager, and representatives from the university and Athletics + Recreation travelled to University of Waterloo on July 20th. Here, we met with individuals who have been involved in their Fitness expansion and student centre project. They are about a year ahead of us for their project, so it was a great opportunity to learn about the steps they took to consult with students, and the trials and tribulations that they have faced along the way. The knowledge gained during this field trip has directly influenced the SAB committee in a positive way.

On another note, the Sponsorship and Donations committee met for the first time on September 6th. At this meeting, we approved 2 recommendations to the Executive board which totaled \$750. This is a great step forward and I am looking forward to working with this committee to help fund amazing student initiatives or community events.

This past week, I finalized 2 standing orders with the Underground Media + Design as well as Union Market, which will be linked to the SRA Special Projects Fund. These standing orders will greatly reduce the time it will take to effective access this fund. Through research into past years of the fund, as well as the request I have received so far, these two business units seems as if they will be the subject of many requests, so this is a positive move.

Regarding the Finance Committee, over the summer I reached out to all of the voting members on the committee, as well as anyone else who expressed interest. I asked them each to fill out a form outlining expectations and goals they had for the year, which will help us finalize our year plan and get off to a great start next week!

UPCOMING EVENTS, PROJECTS & ACTIVITIES

The Finance Committee has scheduled our first meeting tentatively for September 19th at 5:30pm. At this meeting, we will be discussing our plans for the year, as well as going over expectations of commitments, both from the voting members and myself as chair. The committee's first order of business will be to look over the non-MSU fee groups financials, as these groups will be coming in to present to the SRA soon. Additionally, we will be discussing our involvement in the MSU Organization Transparency Fair, which will feature information on the MSU's finances and where students money really goes.

The Sponsorship and Donations Committee has begun to meet bi-weekly, to make educated recommendations to the executive board regarding any proposals that are submitted. Also as a part of our policy, we will be doing a promotional push to advertise the opportunities for students to apply for these donations or sponsorships.

Throughout the next week, the SAB Ad-Hoc committee will host a series of pop up booths across campus, asking for students votes on specific design options. The architect firm MJMA has provided us with 3 design options for unprogrammed lounge/study space, the multifaith rooms, and the multi-purpose event space. Students will have the opportunity to vote on these different examples at booths across campus next week. Additionally, we will be hosting a tent at the Homecoming Expo, which will feature this opportunity for students to have their voice heard. We are excited for this opportunity, as thousands of students will be visiting BSB field on this day, and we hope to have many of them interact with our committee.

Finally, the Programming Advisory Committee will have a meeting within the next 2 weeks to begin the process of collecting student input and making recommendations for programming to the campus events department.

CURRENT CHALLENGES

The largest current challenge has been getting the ball rolling on the Programming Advisory Committee. This has come from scheduling conflicts between myself and my co-chair, when we began the process in July. Now that we are both on campus full time, I expect this challenge to be significantly alleviated.

VOLUNTEERS (Commissioners only)

So far so good with the finance committee volunteers, Sponsorship and Donations Committee and the SAB ad-hoc committee volunteers! Communication from them has for the most part been clear and successful. I'm looking forward to beginning a great year with the finance committee, continuing the success of the SponDon committee, and finishing up a great project with the SAB Committee.

OTHER

After sitting on the assembly last year, witnessing the commissioner structure, I am overjoyed with the assembly's decision to change to this new format of AVPs. I think it is working well, and I'm excited to continue my work in the year ahead. If you ever need anything, just shout!

Best,

Scott Robinson
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