

**Executive Board Meeting 17-11**  
**Tuesday, October 17, 2017 @ 12:30pm**  
**MSU Boardroom, MUSC room 201**

**Called to Order 12:37pm**

**Present** Anas, Anbalagan, Arnold, D'Souza, Ibe, Lee, Zheng

**Late**

**Absent** Deshpande, Lightstone

**Others Present** V. Scott (Recording Secretary), M. Wooder (MCD), K. Epifano (AVP Services), Samantha Aung (EFRT Director), Hazra Chowdhry (FYC Coordinator), Kamini Persaud (AVP Internal Governance), Zahra Sherazee (MSU Member), Simrah Puri (MSU Member), Christine Nguyen-Dang (MSU Member), Paula Cepeda (MSU Member)

**1. Adopt Agenda**

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

**Passes Unanimously**

**2. Adopt Minutes**

**Moved** by Ibe, **seconded** by Anas that the Executive Board approve the minutes from Executive Board meeting 17-09 – September 26, 2017 and 17-10 – October 3, 2017, as circulated.

**Passes Unanimously**

**3. EFRT Report – Samantha Aung presented**

- Aung summarized the report.

**Questions**

- D'Souza stated that EFRT did a great job with Homecoming. He asked how many courses are planned for First Aid. Aung responded that there were four more courses to run this term. She explained that they run them most weekends until exams start.
- D'Souza asked if the EMS had any feedback on how they perceived EFRT's operations. Aung responded that they were able to give insight on what happens to patients when they leave campus. She added that they asked about ride-outs but due to increased insurance and liabilities they aren't able to do that.
- D'Souza asked why EMS felt that a lot of calls weren't necessary. Aung responded that the EMS has different protocol than EFRT does and it varies due to liability. She explained that if someone stayed on campus and there was a risk to themselves and with no one to stay with them then EFRT would have to activate EMS. She explained that some paramedics might not find this to be a necessity, but it was a safety issue if they can't find someone to take care of the patient.
- Lee asked if they would be putting together a new model for hiring next year, since they keep receiving a lot of applications for volunteers. Aung responded that this was something the exec team has discussed. She explained that they do find value in choosing a top 42 but they may change it up.
- Wooder asked if they have had any responders that have had to deploy naloxone. Aung responded that they haven't.

**4. FYC Coordinator Report – Hazra Chowdhry presented**

- Chowdhry summarized the report.

**Questions**

- D'Souza asked if she will be part of the role of having residence chairs planning activities for next semester and the first semester of next year. Chowdhry responded that they discovered that they would like the chair to do system wide programming in bulk as Cas already do planning for events in individual buildings. She felt it was a miscommunication on their parts, but seeing as though it's a pilot year for it if it doesn't work then they can change back to individual.
- Lee asked how SOCS outreach was going. Chowdhry responded that she received an email from SOCS about not having a first-year rep, but they came to a compromise and they have released an application for first years to apply. She added that they will be collaborating more on off-campus events.
- Anas asked what strategies were in place so that first-years living in residence know who their rep is. Chowdhry responded that they are planning a meet and greet.
- Ibe asked about the planning committee. Chowdhry responded that the consultation committee still hasn't been finalized but they are working with Kevin Beattie about this.
- Ibe stated that Chris Roberts from Hospitality Services has asked if he could have more direct contact with the dining committee. Ibe added that Taro asked to be involved as well. He asked what considerations have been given to team building. Chowdhry responded that they're still in the planning stages.
- Arnold asked if the Faculty Societies have responded since. Chowdhry responded that they haven't, but she has been in contact with them and letting them know that those societies had reps last year so it should have been in their transition.
- Anas stated that they should look into the dining options for reading week, in regard to the dining committee.
- Ibe asked if event planning for next semester was in the job descriptions. Chowdhry responded that they don't have job descriptions, but this was something that would help with transitioning and so that first semester could have programming. Ibe stated that she should make sure that they stay consistent with the bylaw.

**5. Diversity Services Report – report attached****Questions**

- Anas stated that having the PTMs being used by the University for free labour has happened before, and that this shouldn't be happening. Anbalagan stated that this was a good point to bring up, and that she has told the PTM that she shouldn't allow PACBIC to offload work on to her, so she has since stepped away from that. Anbalagan added that she was glad Obeng came to her before working on it.
- Ibe asked what was Obeng's role on PACBIC. Anbalagan responded that the PTM provides a student perspective and advises as a student.
- Deshpande stated that Diversity had to re-open volunteer applications, and asked how that went. Anbalagan responded that it has been extended, and they received a few applications and went ahead with training.
- Wooder asked Anbalagan to remind Obeng that if they show any movies for Cultures is not a Costume that they have to come the list of licensed movies from Criterion.

**6. Mac Bread Bin Report – report attached****Questions**

- Anbalagan asked if anyone went to the Grand Opening of the Food Collective Centre. Epifano responded that she did, and that it was a good setup.
- Anas asked why Bread Bin was using Instagram, and felt that Facebook would get more traction. Wooder responded that everyone has completed promo training with all PTMs and there were conversations about branding, and that they were clear that they didn't want any one channel being used over others.
- Arnold praised the service, and stated that she has heard fantastic things.

**7. MAC Farmstand Report – report attached****Questions**

- Anas praised Farmstand for Local Food Fest, and stated that it was amazing.
- Deshpande stated that there wasn't much about revenue listed in the budget. He asked if they could have more detail so that comparisons could be made. Anbalagan responded that she will ask for that to be circulated.

**8. WGEN Report – report attached****Question**

- D'Souza asked if they could get more numbers for intakes from events and monthly drop-ins. Anbalagan responded that WGEN has provided numbers for the space but will ask the PTM to re-format on how to relay the numbers.
- Anas stated that he was blown away by her report, and praised WGEN's presence at Homecoming.
- Arnold stated that the WGEN tent at Homecoming was used a lot the first night, and suggested that another tent be set up for those who may just want a quiet space.

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

**Moved** by Anbalagan, **seconded** by Lee that the Executive Board move into Committee of the Whole to discuss the Services that presented the previous week. (Elections, Spark, SWHAT, TRRA)

**Passes Unanimously**

**Moved** by Anbalagan, **seconded** by Anas that the Executive Board move out of Committee of the Whole and to Rise and Report.

**Passes Unanimously**

**Rise and Report**

- Anbalagan reported that the Executive Board discussed Elections, SWHAT, Spark, and the TRRA, and that feedback will be circulated to the PTMs.

**Elections**

- Executive Board suggested that the CRO look into why there were challenges for the Health Sciences election.

**Spark**

- They would like to see strategies on how Spark will increase their retention, and to make sure to keep records of what goes well.

**SWHAT**

- Executive Board suggested that SWHAT looks into getting the walkers trained on bylaws for the community, as well as hand out pamphlets. The Board asked for data on walks for popular areas, as well info on how the new volunteers are doing.

**TRRA**

- Executive Board would like to see a report similarly structured to the ones that the PTMs have to present.

**10. Information and Question Period**

- Epifano reported that the Services Committee meetings are 9:30pm on Wednesdays, bi-weekly. She reported that she was starting the reviews for PSL and Maccess soon.

- Deshpande asked Epifano how the CLAY review was going, and if there was more need for collaboration. Epifano responded that she didn't think that they did. She explained that she was working on sending out the surveys for delegate feedback, and then will get in touch with Deshpande.
- Anas asked Epifano if there was any follow-up with MACycle. Epifano responded that they had a meeting before reading week, and that there have been a lot of improvements with the volunteers after the training sessions. She added that mandatory training dates was a recommendation for the future.
- Deshpande reported that registration for PolicyCon was now open, and it was mandatory for SRA members to attend. He stated that they will be looking at policies for academic success, health and wellness for the University and Province, and experiential learning.
- D'Souza asked Lee how everything was going with Faculty Societies and Thode. Lee responded that he was finding it hard to get the money from them.
- D'Souza reported that the next two Mondays the MSU will be hosting a couple of Town Halls for the Student Activity Building.
- Anas asked how the café was coming along. D'Souza stated that they were almost done.
- Anbalagan reported that Diversity Services will be releasing their awareness campaign, and asked the Board to share and support.
- Ibe reported that he had been in contact with the president of the Mohawk Students' Association about the impact of the strike on their students. He added that he also spoke to the AVP Faculty and the MUNNS president about it, and unfortunately, there was nothing that the MSU can do.
- Scott reported that all students should now be active on the MSU Health and Dental plans and that opt-out reimbursement will be in mid-November.
- Wooder reported that he has sent the caucus logos to the SRA members. Wooder reported that the Communications Officer and he have completed promo training with everyone, with the exception of FYC, and that the new system was going well. Wooder reported that the intake for services at Underground has changed and that PTMs now have to submit a form on what they would like and give it to the Services Manager, who will then delegate that to a designer.
- D'Souza asked if they were changing their invoicing. Wooder responded that they have addressed a major financial barrier between services and Underground, and that services no longer need to do an internal purchase order. He explained that services now have a pre-authorized promo budget at the Underground as a credit based system that will print receipts for the services in real time.
- Persaud reported that the MSU will be hosting their open house transparency fair in November.

#### **11. Adjournment and Time of Next Meeting**

##### **Time of Next Meeting:**

**Tuesday, October 24, 2017  
12:30pm  
MSU Boardroom, MUSC 201**

**Moved** by Lee, **seconded** by D'Souza that the Executive Board meeting be adjourned.

**Motion Passes by General Consent**

**Adjourned at 1:58pm**

/vs