

Executive Board Meeting 17-14
Tuesday, November 14, 2017 @ 12:30pm
MSU Boardroom, MUSC room 201

Called to Order 12:33pm

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

Late Lee

Absent

Others Present J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (MCD), K. Epifano (AVP Services), K. Persaud (AVP Internal Governance), Hazra Chowdhury (FYC Coordinator), Taylor Mertens (Mac Bread Bin Director), Samantha Aung (EFRT Director)

1. Adopt Agenda

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

Amendments

- Lightstone – move Business Item #14 to 13
- Anbalagan – add Strike Hiring Committees for EFRT, Mac Bread Bin before Closed Session

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

Passes Unanimously

2. Adopt Minutes

Moved by Ibe, **seconded** by Anas to adopt the minutes from Executive Board meetings 17-13 – October 31, 2017, as circulated.

Passes Unanimously

Lee arrived at 12:36pm

3. SHEC Report – report attached

Questions

- Lightstone asked if they could look into getting real-time updates about the promo budget line with Underground. Wooder responded that he would look into it.
- Deshpande stated that SHEC's logo was on the Smoke Free Campus presentation. He was interested in knowing their involvement, and didn't want mixed messages from the MSU.

4. Spark Report – report attached

Questions

- D'Souza asked how many tickets have been sold for Starry Night. Chowdhury responded that as of last night they had sold 100.
- Arnold asked if there were any updates on the funds. Anbalagan responded that she didn't have any updates, but will check-in.
- Anas gave a point of praise to Giancarlo.
- Wooder stated that they are editing a sponsorship package for Spark, and it will deploy this week.
- Lee wanted an update on retention. Arnold stated that in the report it stated that they were averaging six per week. Lee explained that he would like to see stats from previous years.

- Lightstone asked if Spark had connections with Clubs for collaborative programming for first years.

5. SWHAT Report – report attached

Questions

- Anbalagan highlighted that SWHAT-A-THON was going on this month, and that there were 139 walk requests for October.
- Arnold gave a point of praise to the SWHAT team as they were doing incredible well. She explained that the Coordinator was doing an incredible job despite personal struggles of being sick.
- Lightstone gave a point of praise for getting a lot of traction with their SWHAT Chocolate events. He added it would be nice to see how much money was left in each budget line, not just how much has been spent.
- Lee asked if the radios had been fixed, and if they could use their cell phones to communicate in the meantime. Aung responded that the radios have been fixed, and that they were at the same time as EFRT's.
- Ibe asked for the breakdown of walks in each area for the report.
- Anas asked if SWHAT could offer dairy free hot chocolate.

6. TRRA Report – report attached

- Anbalagan went over report.

Questions

- Lightstone stated that there wasn't a challenges section, just updates on events.
- Arnold asked if the TRRA was paid for over reading week, as the report stated that she dealt with some items over the break. Anbalagan responded that part-time staff aren't paid over reading week, unless they're CSRs. She stated that the TRRA did a lot of things in the capacity of her as a person, not her in the role.
- Lightstone stated that it was concerning to him that the TRRA was stepping into services and taking on roles when something happens. Anbalagan stated that the TRRA is an exec on WGEN, and Diversity services. She explained that as her supervisor, she has asked Merima to not take on any extra work and that the issues have been resolved.
- Arnold asked if that any protocols could be available to students as well, as they should be increasing the support in that area. Anbalagan responded that they wouldn't advertise what to do for regular students as they aren't expected to follow the protocol. She added that they could perhaps explore the idea of creating a diluted version for the average student.
- Ibe felt that a discussion moving forward should be asking if they should be having the TRRA be a part of any service.

7. WGEN Report – report attached

Questions

- Lightstone stated that they were doing an excellent job, and the space was packed every time he walks by.
- Ibe asked if they could get stats on if those visiting the space were returning or new.

8. Diversity Services Report – no report

9. EFRT Report – Samantha Aung presented

- Aung summarized the report.

Questions

- Lightstone asked how the First Aid courses were going. Aung responded that they were running well, and were consistently full. She added that she recently had a request from Engineering to do a blended learning experience in January.
- Ahmed asked if they keep data on the type of emergency calls. Aung responded that they do, and that the majority of the calls in October was soft tissue, and intoxication.
- Ibe asked how many alumni came to the anniversary. Aung responded that 30 alumni showed up.
- Ibe asked if they will use this model every year. Aung responded that they celebrate every five years, and it was a dinner at the previous one, so they will probably be doing that for the 40th anniversary.
- Ibe asked about engagement with the Alumni Association for the anniversary. Aung responded that they did most of the booking and were very involved.

10. FYC Coordinator Report – Hazra Chowdhury presented

- Chowdhury summarized the report.

Questions

- D'Souza praised Chowdhury as he knew how difficult it was to deal with Residence Life. He asked what were the issues being brought forward by first-year students at the Open House. Chowdhury responded that they discussed mental health and students waiting too long for appointments, iclickers, and cost of textbooks. She explained that hospitality was also a big issue.
- Ibe asked that the Student Assistance Plan information be circulated to the first-years. He added that at the Open House they also spoke about Centro being open during reading week with more flexible times. As well as lockers.
- Lightstone brought up a point from Chowdhury's yearplan, and asked if there had been any discussions about FYC going to SRA meetings. Chowdhury responded that she wanted to see the dynamics, and while in the yearplan she wanted a first-year rep on the SRA, she felt that sending someone would be better.

11. Macademics Report – report attached**Questions**

- Arnold praised the Macademics team, as they had received a lot of nominations.
- Ibe stated that McGowan and he had a conversation about using the teaching awards as a point of advocacy for the University, and about catching flaws in the course evaluations. He stated that they had a robust system, and was wondering if they could adapt for the discrepancies.
- Deshpande asked if they could also look at academic advocacy for accessibility in the classroom.
- Wooder stated that it wasn't that long ago that they MSU created the TA and Pedagogical Awards. He explained that they have a proven history for advocacy priorities.

12. MAC Bread Bin Report – Taylor Mertens presented

- Mertens summarized the report.

Questions

- Ibe stated that the service was doing a fantastic job, and was looking forward to seeing the collaborations with the cultural clubs.
- Ahmed stated that he liked the amount of data provided, and was wondering if they were planning on making a system to optimize collecting of food and when it would expire. Mertens responded that every month they go through their stock and check it. He added that when they receive donations, they also go through them to make sure they're not expired. Mertens explained that they have a mock operating policy for the volunteers to refer to about how to place items on the shelf and how to prioritize expiring food.

- D'Souza asked they engaged TwelvEighty with the cooking class. Mertens responded that he had reached out to the Food and Beverage manager and they didn't see it happening.
- Lee asked about the collaboration event with PSL, and asked how they were framing it. Mertens responded that the idea was to communicate on campus, and if someone wanted food and coffee on campus, or peer support they could go. He added that it's just about having some food and relaxing.

13. Strike Hiring Committees for Mac Bread Bin and EFRT

Moved by Anbalagan, **seconded** by Anas that the Executive Board open one EB seat on the Mac Bread Bin, and EFRT hiring committees.

- Anbalagan stated that Deshpande will be away during Bread Bin hiring, and they will need a new EB member for EFRT as they have been having difficulties reaching the external members of the committee.

Mac Bread Bin

- Ahmed

EFRT

- Lee

Passes Unanimously

14. Closed Session

Moved by Anas, **seconded** by D'Souza that the Executive Board move into Closed Session.

Passes Unanimously

Return to Open Session

Moved by Lightstone, **seconded** by Ibe to reconsider the motion for the Hiring Committee of Horizons.

In Favour: 1 Opposed: 6 Abstentions: 1
Motion Fails

15. Adjournment and Time of Next Meeting

Time of Next Meeting:

Tuesday, November 21, 2017
12:30pm
MSU Boardroom, MUSC 201

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

Passes Unanimously

Adjourned at 2:46pm

/vs