

**Executive Board Meeting 17-20
Friday, January 26, 2018 @ 10:00am
MSU Boardroom, MUSC room 201**

Called to Order 10:04am

Present Anas, Anbalagan, Arnold, Deshpande, D'Souza, Lee
Late Ibe
Absent Ahmed, Lao
Others Present J. McGowan (General Manager), E. Ferguson (Recording Secretary), Maddison Hampel (Operations Coordinator), Lucia Lee (PSL Director)

1. Adopt Agenda

Moved by Anas **seconded** by Arnold to adopt the agenda, as presented.

Amendments

- D'Souza – Add Presentation from Gigit
- Deshpande – Move PSL Report to item #3

Moved by Anas **seconded** by Arnold to adopt the agenda, as amended.

Passes Unanimously

Ibe arrived

Anbalagan declined the Chair

Ibe assumed the Chair

2. Adopt Minutes

Moved by D'Souza, **seconded** by Deshpande to adopt the minutes from Executive Board meeting 17-19 – January 10, 2018, as circulated.

Passes Unanimously

3. PSL Report – Lucia Lee presented

Questions

- Ibe asked for any commentary on the types of calls that had been received.
- Lee stated that she would email Ibe and Anbalagan with an update.

4. Diversity Services Report – no report

5. Maccess Report – report attached

Questions

- Anbalagan stated that the service usage section did not go as in depth as she would like.
- Deshpande stated that he recommends including peak hours of service usage, information on Topic Tuesdays, and topics covered in one on one peer support.

6. Maroons Report – report attached

Questions

- Anas expressed concern about using the HSR for skate night.

- Anbalagan explained that all the appropriate risk management had been filled out and it was a medium risk event. She stated she would give the Coordinator a heads up about checking the last bus time.

7. Sponsorship & Donations Committee Recommendations

Moved by D'Souza, **seconded** by Arnold that the Executive Board approve the recommendation from the Sponsorship & Donations Committee for the following items:

- \$700 sponsorship to the DeGroot Operations Association
- \$250 donation to Eloise Sharkey
- \$250 donation to Jenn Kelly
- \$200 donation to Francesco Vito
- \$200 donation to Kyle Heyblom
- \$75 donation to Hayya Usmani
- \$200 donation to Hailey McIntyre
- \$200 sponsorship to Model City Hall Hamilton
 - D'Souza reviewed the memo.
 - Ibe asked if every group or individual was getting the amount they requested.
 - D'Souza stated that it is up to the committee to decide if the group or individual gets less than they requested.
 - Ibe noted that students already support Engineers Without Borders.
 - Lee explained that the current levy only goes to one student, and the others should not be penalized for that decision.

Vote on Motion

Passes Unanimously

8. PTM Evaluation Results

- Anbalagan reviewed the memo.
- McGowan suggested to keep the records and the documentation of this discussion in closed session for HR purposes.
- Anbalagan stated that the documentation was already on the website and she chose not to publish the comments associated with the scores.
- D'Souza asked if there was any follow up on low scores.
- Anbalagan stated that she had met with every PTM regarding their scores.
- Ibe stated that any further discussion could be had in closed session.

9. Neighbourhood Assistance Program Proposal

- Ibe reviewed the attached documentation. Ibe stated that another question to ask is should the MSU take on this proposal or should the OCRC? Some challenges in the past have been that SCSN runs really well one year, but then breaks down the next year. He stated that he was not looking for approval at the moment, but rather just discussion. He stated that having the SCSN Coordinator on a LOA had slowed down the timeline.
- D'Souza noted that the OCRC does not have the resources to do this type of project. He stated that he agrees with SCSN taking this on now and advocating for the OCRC to take it on in the future.
- Deshpande advised that they were asking the City of Hamilton to fund the proposal through the budget submission. He stated that it was worth mentioning that the City has created a problem that the MSU is responding to. He stated that they spoke with the Ward Councillor and they stated there were good relationships with the coordinator and peer-to-peer was running well a few years ago, but it is unsure if

the positions were volunteer or paid at the time. Deshpande stated that he wasn't sure if paid positions would solve the issues.

- Anas asked if there was any data on how successful Western's model is.
- Ibe responded that the service usage at McMaster would likely be much different, as McMaster campus has a different style of living: much higher commuter population, students living closer to campus, etc.
- Anbalagan stated that she was unsure if they should be training students on such niche topics when that information should be coming from other places such as community organizations or a University partner.
- Ibe stated that he would bring job descriptions and an operating policy back to EB to vote on.
- Arnold stated that she felt 20 positions was a little high and ambitious, considering the amount of applications received recently.
- McGowan stated that one of the previous discussions was about peers managing peers and the attractiveness of the opportunity. He stated there was discussion in the past of not having students do the jobs of bylaw enforcers/the University/police. The intent of SCSN is a support tool not a disciplinary entity.

10. Committee of the Whole

Moved by Anbalagan, **seconded** by D'Souza that the Executive Board move into Committee of the Whole to discuss the Services that presented the previous meeting and this meeting. (CLAY, FYC Coordinator, Macademics)

Passes Unanimously

Moved by Anbalagan, **seconded** by Ibe 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 Board discussed the importance of data collection for CLAY during the pilot year. The Board discussed having a contingency plan if the LD's are not available until June. She reported that the Board agreed FYC was doing a great job. The board discussed leadership development and support and ensuring transition into second year studies. They also discussed how the Education Team can support in FYC's advocacy goals. Anbalagan reported that the Board discussed how Macademics can continue to promote across campus.

Taggart arrived

Christopher McIntosh arrived

11. Gigit Presentation - Christopher McIntosh presented

Questions

- Hampel stated that it could work if it was consistently volunteer based. She expressed concern that if some of it was payment based, that smaller clubs would not have the resources to use the service.
- D'Souza asked how Clubs would be incorporated into the structure of Gigit. McIntosh explained that all the clubs could be linked under McMaster or the MSU neighborhood.
- Ibe asked how the MSU would embed Gigit into the Clubs department. McIntosh explained that the idea is to get away from being very specifically imbedded into certain structures. The goal is to be an overarching platform. He stated that he wanted to hear feedback of what the MSU would like to use it and how it would be successful within the scope of a University.
- McGowan asked if Gigit had experienced any code of conduct issues or experienced mitigating harassment on the platform. McIntosh stated that having a social media platform leaves you open to those risks. He explained that they have options for volunteers to upload licenses and police checks and they have a transaction history of users.

- McGowan stated that there could be concern of students not adhering to the student code of conduct, especially in instances where they interact with community members as McMaster students found through the platform.
- Maddison stated that she wanted to speak with the Clubs Administrator about the need from Clubs for this type of service.
- Ibe asked McIntosh what his ask was from the MSU. McIntosh stated that Gigit would love to have an internship and figure out the features that are needed at a University level. He explained that the partnership could generate a revenue flow back to the MSU, but he was not asking for any monetary investment

McIntosh left

- Arnold thought people might use it, but only if it was an all-in-one platform (encompassing ticketing, volunteer base, etc.)
- Ibe stated that he thought it would be useful to build a resource hub of videographers and photographers.
- Lee stated that he was worried about devaluing the efforts of photographers and other artists by endorsing a service that asks them to volunteer their time and talent.
- McGowan advised that it is important as an organization to decide on our priorities rather than get pulled in by an exciting product. He expressed concern about partnering with Gigit without first focusing on the MSU website and technology priorities. He stated that he also would not want to take a payment opportunity away from a student and turn it into volunteering.
- D'Souza stated that he was worried about fragmenting where Clubs would go to do what. He stated that it could be cool to be the first University partner.
- Ibe stated that he would bring the information back to appropriate stakeholders and they could discuss it again in a couple weeks.

12. Closed Session

Moved by Anbalagan, **seconded** by Anas that the Executive Board move into Closed Session.

Passes Unanimously

13. Return to Open Session

Information and Questions

- Anbalagan stated that considering how saturated her job is with various duties, she decided to look at the number of hours she spent hiring. She explained that hiring took up a huge portion of her term and did not know if it was the most effective use of her time. She stated she was being pulled away from other important meetings. She explained she would be proposing changes to the services operating policies to include a designate in the VP Admin's place on the hiring boards.
- Deshpande stated that it is important to hire people that you directly supervise. He understood the rationale in not hiring the assistants. He suggested if the VP Admin is neither the direct supervisor or the outgoing PTM, a designate could be selected from Executive Board.
- Anbalagan stated that for some services her role is not the best at knowing what the needs are.
- Deshpande stated that the importance of her being on the hiring board is that the VP Admin knows how to support the services.
- McGowan stated that it is important to have someone with experience in the organization to tie the service to the broader organization and ensure it is a fair process.

14. Adjournment and Time of Next Meeting

Time of Next Meeting:

**February 2, 2018
10:00am
MSU Boardroom, MUSC 201**

Moved by Anbalagan, **seconded** by Deshpande that the Executive Board meeting be adjourned.

Passes by General Consent

Adjourned at 11:50am

/ef