

Executive Board Meeting 13-22
Thursday, January 30, 2014 @ 2:30pm
MSU Main Boardroom, MUSC room 201

Call to order @ 2:31 pm

Present Campbell, D'Angela, Graham, Harper, Leslie, Mallon, Morrow, Wolwowitz
Late Doucet
Absent
Others Present V. Scott (Recording Secretary), M. Wooder (SLDC), Jackson Waite (MACycle Co-Director), Kaitylyn Jingco (MACgreen)

1. Adopt Agenda

Moved by Mallon, **seconded** by Graham that the Executive Board adopt the agenda as presented

Passes Unanimously

2. Adopt Minutes

Moved by Graham, **seconded** by Morrow that the Executive Board adopt the minutes from Executive Board Meeting 13-20 – January 16, 2014 and 13-21 – January 23, 2014, as presented.

In Favour: 6 Opposed: 0 Abstentions: 2
Motion Passes

3. Elections Report - report attached

- D'Angela went over the report.

Questions

- Graham wanted to know what the percentages from last year's elections to compare with this year's.
- Wooder stated that he met with them early on, and it was great to work with them. He added that since the election has been online there is around a 30% turnout. He pointed out that this is good for a Canadian campus election.

2:36 Doucet arrived.

- Campbell stated that the promotions have been a lot better, but there is more that can be done.
- D'Angela stated that there have been small differences this year, more repeat emails reminding those for vote.
- Doucet stated that there have been concerns over the SRA elections the past couple of years, so he would like to see more promotions during that time.
- Harper stated that more could have been done in terms of the referenda; this includes having the specific questions being promoted.
- Scott pointed out that the questions for referenda don't have to be finalized until the ballots are released.
- Doucet explained that they put up an article on the website as soon as December 15, but it's hard to promote the options as there were no 'yes' or 'no' campaign teams. He added that they did everything they were allowed to do aside from doing class talks.
- Campbell stated that they should look into the promotions to students about making 'yes' or 'no' sides for referenda.
- Doucet stated that he will take some responsibility for bringing the update in January to the SRA, but he had his own projects with timelines that needed to be hit.

4. **MACycle Report – Jackson Waite presented**

- Waite summarized the report.

Questions

- Mallon stated that compared to the last report, this one was more in depth. He thanked MACycle for doing do.
- Wooder asked if they have found the door signage and sandwich board useful. Waite responded that they do find them to be working but there are still people walking by.
- Graham asked what the machetes were for and what role was MACycle taking for building these bikes. He added that it would be a risk management concern. Waite responded that they are sourcing the parts are figuring out the equipment needed for the project. He emphasized that MACycle won't have anything to do with the machetes. There will not be any in the shop.

5. **MACgreen Report – Kaitlyn Jingco presented**

- Jingco summarized the report.

Questions

- Graham asked how McMaster could be greener. Jingco responded that they can make sure that everyone is recycling properly. She added that she has the MUSC Waste Coordinators focusing on this.
- D'Angela stated that there are challenges with the Dish It Out program, and that you currently need a facility to wash the dishes. Jingco responded that she has been contacting different places on campus who have dishwashers, but no one is interested in helping. Wooder pointed out that in the past they used TwelvEighty but it became a problem as it would mean a supervisor would have to be there when the dishes needed to be washed. He pointed out that random members wouldn't be able to use the dishwashers as training is involved with WHMIS to operate the machine and using the chemicals.
- Wolwovicz asked how the general meeting went. Jingco responded that it went well and that they had over 30 people sign up.
- D'Angela stated that Underground is also doing 'Used but not Bruised' notebooks, but not in conjunction with MACgreen. She asked if they have followed up with Underground to possibly combine forces.
- Harper asked what the reasoning was behind the Waste Coordinator being limited to MUSC. Jingco responded that it started this semester, as when she spoke to Kate Whalen she said that the biggest problem was in MUSC.

6. **Peer Support Line – Peer Listener Job Description**

Moved by D'Angela, **seconded** by Mallon that the Executive Board approve the creation of the Peer Support Line – Peer Listener job description, as circulated and attached.

- D'Angela explained that one of her projects this year was to focus on admin for jobs, as she had noticed that a lot of executive or volunteer positions didn't have job descriptions. She stated that she has worked with the PSL Coordinator and Volunteer Coordinator on this and it is a good representation of what the role and responsibilities are.
- Wooder asked if there was a reason to have it labeled as a job description for volunteers. D'Angela responded that it provides a weight of responsibility when applying.

Vote on Motion

Passes Unanimously

7. Committee of the Whole

Moved by D'Angela, **seconded** by Wolwovicz that the Executive Board move into Committee of the Whole to discuss Service Reports.

Passes Unanimously

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

Passes Unanimously

Rise and Report

- D'Angela explained that the Board went over the reports from the previous week and had the following feedback to give to the services:
 - BreadBin – The Experiential Education opportunity sounds like a great initiative. Challenge that still exists is “How” to use BreadBin – perhaps you could explore the option of working with the Underground to create an infographic that walks people through how to use the service. Explore the possibilities of working with Res Life, especially Mary Keyes/Bates (have kitchens), through CAs or promotions at Community Meetings.
 - Peer Support Line – confirm plans for line during WW (will it be open?) as well as explore the option of incorporating the PSL further into to Welcome Week (e.g. rep training, promo item such as a button, etc); determine how to measure the “success” of the line and possibly reach out to “Good2Talk” to determine how they measure “success” (could use it as a reference point). Has a connection with Res Life been explored and if so, what does that look like (possible ideas brainstormed by EB: reference cards for CAs, posters in Res, etc)?
 - EFRT – really appreciate the friendly and professional service as well as fast response times
 - SHEC – the committee changes are good. Really appreciate the report and the efforts you went to do it. Would have liked to see a greater attention/thought put towards the “3-5 year long term plan), particularly given services provided by other departments at McMaster (e.g. SWC). A good exercise for the current and new PTM is exploring what the emphasis of SHEC should be. As well, consider the impact of the space on providing peer support (i.e. posters on wall, figures in entrance, etc).

8. Information and Question Period

- Doucet reported that there was a new minimum wage in Ontario for June 1, and that it will have an impact on the MSU. He added that, thankfully, he and D'Angela were already working on part time wages, and that they are still trying to position the MSU to be in front of minimum wage.
- D'Angela stated that hiring has been going on. She thanked everyone for their help doing interviews. She updated the Board on the PTMs and explained that she had asked the PTMs to do an evaluation of the VP Admin. She received feedback that she wasn't as connected with them and the services as they had hoped. D'Angela stated that she has started meeting with them one on one once a month and hopes that helps the process.
- Mallon reported that the DeGroot experience survey will launch on Monday.
- Graham reported that the Provost announced the intention of bumping the teaching stream up to 15%, which is very exciting. The Advocacy Street Team and SCSN Volunteers are giving out t-shirts for Discover Your City Week.
- Wolwovicz reported that the Humanities General Assembly hit quorum yesterday, and that a motion was passed unanimously about restructuring the MHS. He felt that this was positive.

- Wooder reported that in the President's Page they wrote about the pre-budget submission, and education week. There is a graph on the teaching stream at McMaster right before the Provost announced the increase.
- Morrow reported that the Science Referendum was on Tuesday, and that they voted to increase the SCCE fee from \$25 to \$45 to cover the cost of the new experiential education person working in the office.
- Graham stated that there should be more of those positions in faculties, as they need relationship builders. He added that it was unfortunate that they have to pay an ancillary fee for it to happen.
- Doucet asked if this fee didn't pass would the position no longer be there. Morrow stated that it was inferred.
- D'Angela asked about when they found out about this. Morrow responded that the MSS approached the Science Caucus in mid-November about this, but it has mostly been the MSS working with the SCCE.
- Harper reported that he was making some good inroads in improving the Health Sciences Society, and that the start of the good progress was to have their elections run through the MSU.
- Wolwovicz reported that the Finance Committee has finally got some traction with Bylaw 5, and the groups have come to a consensus.
- Campbell reported that Charity Ball would be tomorrow night. He thanked Graham on his hard work for teaching faculties.

9. Adjournment and Time of Next Meeting

Time of Next Meeting:

**Thursday, February 6, 2014
2:30 p.m.
MSU Boardroom, MUSC room 201**

Moved by D'Angela, **seconded** by Wolwovicz that the meeting be adjourned.

Passes Unanimously

Meeting adjourned @ 4:16 pm

/vs