



REPORT

From the office of the...
Diversity Services Director

TO: Members of the Executive Board
FROM: Nishan Zewge-Abubaker
SUBJECT: Diversity Services Report #1
DATE: September 24, 2015

UPDATE

Diversity Services has had a very productive summer, and looks forward to continue promoting an inclusive environment on campus.

SERVICE USAGE

Diversity Services is not a service that can easily quantify its usage, however highlighting relevant numbers though some of our work has been helpful.

Anti-Oppressive Practices Training

Either in a peer-delivered model or through co-facilitation with Human Rights and Equity Services, Diversity Services has delivered the Anti-Oppressive Practices (AOP) Training to over 400 volunteers for various MSU services.

Bridges

Diversity Services acts in a supervisory role for Bridges Café after hours when student groups utilize the space for their events. The space has been booked on an average of three nights a week.

PAST EVENTS, PROJECTS & ACTIVITIES

Anti-Oppressive Practices Training

Anti-Oppressive Practices training is outlined in the MSU's Anti-Oppression Policy as required for all SRA members, however this training has quickly become a staple of many MSU services. This training has traditionally been delivered exclusively by Human Rights and Equity Services. In May, Giuliana and I met to discuss a re-evaluation of the training and its impact in student groups. We decided to try a co-facilitation training model, with Giuliana arranging the timing of any training requested by a Part-Time Manager. We additionally ensured the training was grounded in service-relevant outcomes through added facilitation questions and case studies. Since then, we have delivered this training to eight services and over 400 volunteers, including the SRA. Our feedback has been overwhelmingly positive, and we look forward to incorporating the comments into our long-term training goals as well.

Executive Training and Transition

We have worked very hard to ensure smooth transition and training for our executive team this year. We created a formal welcome and transition package for each role on the team, to allow them to set personal goals and empower themselves within their roles. We also developed an intensive training day that touched on a wide range of topics,

including volunteer management, resource planning and event planning. We are confident that through these resources and regular follow-up throughout the year, that our team will feel well-equipped to tackle programming and achieving their service-related goals. Of the feedback garnered from training, we hope to maintain the same depth of content, but divide the dates into two slightly shorter days, potentially on different weekends.

Hiring Committee Members

This year, the Director and Assistant Director continued to implement executive committees under the pillars (with the exception of Indigenous Affairs) in hopes of recruiting and retaining a solid volunteer base. One thing we built on from the past year was having Job Descriptions for each volunteer position passed in order to hire within MSU hiring guidelines. Thus, Diversity Services had a call for applications for various positions under each pillar. The deadline has now passed, and we have over fifty applicants for various positions. Another task we took on was codifying our internal hiring processes, through developing a guide and training for our executive team in order to ensure consistency within our recruitment practices. Overall, the 2015/2016 Diversity Services team has been composed of a group of dedicated and passionate individuals, and we look forward to an amazing year.

Abilities Ad-Hoc Committee

Over the course of the summer, the Abilities Ad Hoc Committee met several times to begin the groundwork for the new Maccess service. The Director, Assistant Director, and Abilities Coordinator all actively participated in the committee. With the VP Admin as the chair of the committee and the other members, the committee was able to establish a date to hire the Part Time Manager of this new service, create its name, create its Operating Policy, and create the Job Description for the PTM.

Perspectives on Peace

I have met once with Nancy Doubleday and multiple times with Teddy Saull, the Assistant to the President on Institutional Initiatives, to discuss areas of collaboration with this project. We discussed the thematic timeline for the year, and expanded on certain events we could support as Diversity Services. For more information, check out peace.mcmaster.ca.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Service-Wide

Ongoing - Majorly revamping Operating Policy

October 25-31 – My Culture is not a Costume

Indigenous Affairs

September 24th – Cultural Gathering

Multiculturalism

September 30 – What's in a Name Video Launch

October 8 – Stories for the Soul

Abilities

October 1 – AbiliTEAS

October 21st – Accessibility Forum

Interfaith

October 28th – Faith in Action

BUDGET

McMaster Student's Union
Dept. 0317 - Diversity Services
For the Three Months Ending July 31, 2015

	Current	Approved	Budget
	Month	Budget	Used
	July	2016	To Date
All:			%
3301-0317 DIV - EVENT REVENUE			0.00%
3801-0317 DIV - DONATIONS			0.00%
5003-0317 DIV - OFFICE SUPPLIES		100.00	0.00%
5101-0317 DIV - TELEPHONE		900.00	7.84%
5201-0317 DIV - PHOTOCOPYING		24.00	0.00%
6102-0317 DIV - ANNUAL CAMPAIGNS		12,000.00	1.75%
6501-0317 DIV - ADV. & PROMO.		3,000.00	0.00%
6804-0317 DIV - VOLUNTEER RECOGNITION		500.00	0.00%
7001-0317 DIV - WAGES	1,179.11	10,700.00	11.12%
7101-0317 DIV - BENEFITS	66.73	800.00	8.34%
8001-0317 DIV - DEPRECIATION EXPENSE	67.96	270.00	25.17%
Total All	<u>1,313.80</u>	<u>28,294.00</u>	<u>54.22</u>

VOLUNTEERS

Indigenous affairs

Over the course of the summer, we have had difficulty in communicating with our Indigenous Affairs Liaison. We have decided, after consulting with the VP Admin and the MISCA President, to re-open the job application. We will meet with our current Liaison this week to discuss his involvement in the service.

Committee Hiring

We are currently in the process of hiring volunteers for our Multiculturalism, Interfaith, and Abilities committees. By the end of this week our pillars will be fully hired and the coordinators will have the necessary volunteer help to carry out their plans for the year.

CURRENT CHALLENGES

Training

Once our committee volunteers are hired, we will begin the process of developing training for them. Finding a time and day that works best for everyone will prove to be a challenge, as well as finding a space on campus to host the training.

Promotions

Due to last year's experiences, we decided to hire our Promotions Coordinator with our committee volunteers. This resulted in promotions responsibilities falling largely on the Assistant Director and Director, especially during our September hiring period. In the future, we will recommend that the future Directors hire the Promotions Coordinator in April along with the other executives.

SUCSESSES

As a result of the hyper-engagement student groups had with Bridges Cafe, we noticed the Coordinator become quickly overwhelmed with the amount of requests being sent over every day. We have switched to an online form to lessen the administrative burden on the Bridges Coordinator and to allow greater transparency in available dates for booking parties. Other areas of success we have highlighted include AOP and the Abilities Ad-Hoc Committee.

OTHER

We are super excited for the year ahead!