**Executive Board Meeting 19-28**

**Thursday, March 19, 2020 @ 9:30am**

**MSU Boardroom, MUSC 201**

**This meeting was done remotely through Microsoft Teams, due to unusual circumstance laid out by the response to COVID19**

**Called to Order 9:32am**

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| **Present** | Belliveau, Figueiredo, Hackett, Homsi, Johnston, Marando, Mesic, Singh, Sinnige |
| **Late** |  |
| **Absent** |  |
| **Others Present** | J. McGowan (General Manager), V. Scott (Recording Secretary), M. Wooder (MCD), Martino Salciccioli (AVP (Services)) |

**1. Adopt Agenda**

**Moved** by Figueiredo, **seconded** by Hackett to adopt the agenda, as presented.

**Amendments**

Figueiredo – Add Motion: **Moved** by Figueiredo, **seconded** by Marando that the Executive Board suspend *section 4.1.2 of Bylaw 3 - Student Representative Assembly*and extend the 2019/2020 SRA's term until April 17th, 2020, on behalf of the SRA**, due to unusual circumstance laid out by the response to COVID19**

**Moved** by Figueiredo, **seconded** by Hackett to adopt the agenda, as amended.

**Passes Unanimously**

**2. Diversity Services Report – no report**

* Figueiredo stated that they emailed the Director, and the report was sent in February. They explained that they have the report now and has forwarded it to Scott to circulate and discuss.

**3. Maccess Report – report attached**

* Figueiredo summarized the report.

**4. Spark Report – report circulated**

* Figueiredo summarized the report.

**Questions**

* Homsi asked if operations were suspended. Figueiredo responded that physical spaces aren’t operating based on the University directive of no student group activities. They stated that the PTMs are expected to be active in their roles in an online capacity and continue to do digital campaigns.
* Wooder stated that Spark has been fantastic to work with, and they went over social strategies during promo training. He wanted to point out a few things, which was the re-imagining of second semester as Sparks always does a rinse and repeat of first semester and despite best efforts second semester enrollments show drastic drops. Wooder suggested looking into new concepts for second semester. He added that they have helped with reducing overall costs of promo by moving away the promo guidebook and using templates with smaller items.
* Homsi asked if this was in the Spark Operating Policy. Wooder responded that the concept was that sessions were historically lower in second term and they have now seen the decrease in two-three cycles. There has been reflection that second semester should be different.
* Singh asked about procuring sponsors throughout the year and asked how will the MSU account for extra spending if Spark was unable to get enough sponsors to cover costs during the year. Johnston responded that Spark doesn’t have a designated sponsorship line, so it’s all a bonus as their budget without sponsorship is sufficient enough for them to complete what was outlined in the operating policy. Johnston added that a lot of services have been reaching out for sponsorships this year, but it wasn’t an expectation.

**5. Macademics Report – report circulated**

* Figueiredo stated that this was only sent to themselves last week, so Scott didn’t receive it on time. Figueiredo summarized the report.

**Questions**

* Marando asked about the resources. Figueiredo stated that Macademics has a lot of them but they often expire, so when updating there isn’t always access.

**6. SWHAT Report – report not submitted**

* Figueiredo stated that they didn’t receive a report and will be asking for one.

**7. WGEN Report – report not submitted**

* Figueiredo stated that they didn’t receive a report and will be asking for one.

**8. Open Hiring Committee seat for AVP Finance**

**Moved** by Figueiredo, **seconded** by Hackett that Executive Board open one (1) SRA seat on the hiring committee for the Associate Vice-President (Finance), consisting of the outgoing Vice-President (Finance), the outgoing Associate Vice-President (Finance), the Director of Finance, and one (1) SRA member, on behalf of the SRA.

**Motion Passes by General Consent**

**9.** **Open Hiring Committee seat for AVP Finance**

**Moved** by Singh, **seconded** by Mesic that Executive Board close one (1) SRA seat on the hiring committee for the Associate Vice-President (Finance), consisting of the outgoing Vice-President (Finance), the outgoing Associate Vice-President (Finance), the Director of Finance, and one (1) SRA member, on behalf of the SRA.

* Singh stated that the applications close on the 5th and wondered when the hiring timeline would be as they have exams from the 13th-18th.
* Marando stated that this would be wait until after VP Elections.
* Scott explained that this SRA’s authority will only be lasting until April 17 if the next motion passes, so unless they want the new SRA to do hiring it would have to be before.
* Johnston clarified that they would like for it to be before VP Elections.

**Nominations**

* Sinnige

**Motion Passes by General Consent**

**10. Suspending Bylaw 3 – Student Representative Assembly section 4.1.2**

**Moved** by Figueiredo, **seconded** by Marando that the Executive Board suspend *section 4.1.2 of Bylaw 3 - Student Representative Assembly*and extend the 2019/2020 SRA's term until April 17th, 2020, on behalf of the SRA**, due to unusual circumstance laid out by the response to COVID19**

**Motion Passes by General Consent**

**11. Closed Session**

**Moved** by Figueiredo, **seconded** by Singh that Executive Board move into Closed Session.

**Motion Passes by General Consent**

**Return to Open Session**

**Moved** by Figueiredo, **seconded** by Homsi that the Executive Board adopt the recommendations from the Services Committee for the Spark Service Review.

**In Favour: 8 Opposed: 0 Abstentions: 1**

**Motion Passes**

**12. Information and Questions**

* Marando stated that they will be having meetings on April 2 and/or April 9 so that Johnston can get the budget done and post it within five days to EB.
* Johnston stated that because of everything that has been happening they weren’t able to get the finalized budget done in time to post today to get out to the meeting next week. They explained that this will be sent to the last meeting in April to the SRA.
* Johnston asked how the meetings would work with SRA and EB items. Scott responded that it will be just like the summer meetings that if anything was done that the SRA would normally do, the motion would have ‘on behalf of the SRA’ tacked on to it.
* Wooder reported that the Comms department was focusing on social accounts and continuing to focus on students’ health and dental. Wooder added that the Comms Officer was updating the Horizons account, but as a side note that is something they should look into soon. Wooder stated that they are working on VP Election content, as well as what the MSU could do from a student wellness standpoint. Wooder reported that the PR Coordinator was putting together tips and lists of free programs.
* Marando asked for an update on the pauses of Student Loans. Hackett stated that they can send an email with more information. Wooder added that the Federal loans have been suspended and that OUSA is asking about the Provincial side. Marando pointed out that Hackett messaged them and got it done.
* Singh asked if Faculty Societies were under the purview of the MSU. Marando responded that they weren’t.
* Singh asked what influence does the MSU have over them specifically as they have heard from SRA members and other faculty members that their societies aren’t as active as MES. They asked if there were actions the MSU could take to help the faculty societies be more involved. Marando responded that they have reached out to the presidents of the societies when the announcement was first made and the only ones to respond were Science, Health Sciences, Engineering, and Arts and Science with the only ones needing support being Arts and Science and Health Sciences. Marando stated that there wasn’t anything they could do but send another email to them and say if they’re running programs there are some good things to do online. Marando added that the societies could reach out to them directly if they wanted to know anything.
* Marando stated that next week’s meeting will be very busy and asked everyone to read everything beforehand, as agenda items that were going to go to the SRA meeting will now be coming here. They stated that Clubs stuff will be coming, and yearend reports.
* Figueiredo announced that VP Elections will be happening April 18/19 virtually. They stated that anyone can nominate themselves by sending an email to the Speaker on what they want to run for. Figueiredo added that all final reports are due next Tuesday at noon to Scott. They stated that if incoming SRA members asks about training it has been delayed and will be done online.

 **13. Adjournment and Time of Next Meeting**

**Time of Next Meeting:**

**Thursday, March 26, 2020**

**9:30am**

**MSU Boardroom, MUSC 201**

**Moved** by Belliveau, **seconded** by Sinnige that the Executive Board meeting be adjourned.

**Passes Unanimously**

**Adjourned at 10:50am**

/vs