



AGENDA - SRA 18H
STUDENT REPRESENTATIVE ASSEMBLY
Sunday, October 14, 2018 at 5:00pm
Council Chambers, GH 111

PROCEDURE

Call of the Roll, Playing of National Anthem, Territory Recognition, Adoption of Agenda, Adoption of SRA Minutes, Announcements from the Chair, Special Orders of the Day, Delegation from the Floor, Report Period, Information Period, Question Period, Business Arising from the Minutes, Business, Committee Business, Unfinished Business, New Business, Time of Next Meeting, Call of the Roll, Adjournment

The SRA would like to recognize today that we are situated on traditional Haudenosaunee and Anishnaabe territories through the 'Dish with One Spoon Wampum Treaty'.

REPORTS

- | | |
|----------------------------------|----------------------------|
| 1. Nursing | Gandzi |
| 2. Science | MacLean |
| 3. Social Science | Isah |
| 4. Municipal Affairs | Hackett |
| 5. University Affairs | Warwani |
| 6. Executive Board | Warwani |
| 7. Vice-President (Finance) | Robinson |
| 8. FYC Election Report | Uwais Patel,
Emily Yang |
| 9. August 2018 Financials Report | Robinson |

BUSINESS

- | | |
|---|----------|
| 1. Open one (1) SRA seat on Standing Committee | Epifano |
| 2. Open one (1) MSU seat on Other Committee | Farah |
| 3. Close one (1) MSU seat on Other Committee | Farah |
| 4. Close one (1) MSU seat on Standing Committee | Bertolo |
| 5. Close SRA seats on Standing Committees | Bertolo |
| 6. Close seat of Chair on CASE Ad-Hoc Committee | Robinson |
| 7. Close three (3) SRA seats on CASE Ad-Hoc Committee | Robinson |
| 8. SRA Position on the Government of Ontario "Free Speech Policy" | Farah |
| 8. Approval of Electoral Appeal Board Members | Epifano |

MOTIONS

1. **Moved** by ____, **seconded** by ____ that the Assembly open one (1) SRA seat on the Internal Governance Committee.
2. **Moved** by ____, **seconded** by ____ that the Assembly open one (1) MSU seat on the Elections Committee.
3. **Moved** by ____, **seconded** by ____ that the Assembly close one (1) MSU seat on the Elections Committee.
4. **Moved** by ____, **seconded** by ____ that the Assembly close one (1) MSU seat on the Provincial and Federal Affairs Committee.
5. **Moved** by ____, **seconded** by ____ that the Assembly close SRA seats on the following standing committees:
 - Internal Governance (1)
 - Provincial and Federal Affairs (1)
6. **Moved** by ____, **seconded** by ____ that the Assembly close the Chair seat on the CASE Ad-Hoc Committee.
7. **Moved** by ____, **seconded** by ____ that the Assembly close three (3) SRA seats on the CASE Ad-Hoc Committee.
8. **Moved** by Farah, **seconded** by Bertolo that the Assembly adopt the following statement:

Whereas The Charter of Rights and Freedoms - the supreme law of Canada - protects the freedoms of speech and expression in all aspects of Canadian society, including Ontario campuses;

Whereas the Student Representative Assembly does not believe there are barriers to the freedoms of speech or expression on the campus of McMaster University;

Whereas reasonable limits to freedom of speech, such as hate speech, are clearly defined in Canadian law and do not require a campus-level policy;

Whereas the Student Representative Assembly believes the government of Ontario may attempt to use the guise of freedom of speech to inhibit lawful, constructive dissent and/or opposition to ideas, speakers, or groups on university campuses;

Whereas the Student Representative Assembly believes the government of Ontario may attempt to infringe on the autonomy of student organizations, and restrict the expression of university instructors across the province, through the guise of protecting free speech;

Whereas the Student Representative Assembly is concerned that the guise of free speech will be used as a tool by white supremacists to effectively limit the expression of dissent, counterargument, discourse, and protest by marginalized and racialized students;

Whereas the Student Representative Assembly recognizes the authority of the province to enact post-secondary policy under section 93 of the Constitution;

Whereas there appears to have been no consultation on the part of the province with students, student advocacy organizations, or universities on the matter of requiring post-secondary institutions to develop and implement a “free speech policy” by January 1, 2019 – under threat of funding cuts to respective operating budgets;

Be it Resolved That:

The McMaster Students Union opposes the dictate from the Ministry of Training, Colleges and University demanding post-secondary institutions comply with an arbitrary January 1, 2019 deadline to institute a campus level “free speech policy”, and asks the government to withdraw the directive.

Moreover, in order to continue evolving the world class educational experience of McMaster University, by virtue of fostering more rich and positive discussions on campus, additional training and resources be provided to professors and teaching assistants in terms of both anti-oppressive practices, as well as the tools to foster and encourage debate along difficult or controversial points of discussion.

9. **Moved** by _____, **seconded** by _____ that the Assembly approve the following members of the Electoral Appeal Board: Professor Nibaldo Galleguillos, with Helen Zeng with and Max Lightstone as the two alternates.



Student Representative Assembly Meeting 18H
Sunday, October 14, 2018 at 5:00pm
Council Chambers, GH 111

Called to Order at 5:03pm

CALL OF THE ROLL

Present	Ahmed, Anderson, Bertolo, Bishara, Bonk, Emmanuel, Epifano, Farah, Gandzi, Grewal, Hackett, Ibrahim, Isah, Kumaran, Lee, MacLean, Oketch, Reddy, Robinson, Roshan, Salciccioli, Senthillmohan, Shingleton-Smith, Sing N., Singh S., Sykes, Tejpal, Villasis, Warwani
Absent Excused:	Arbess
Absent	Espiritu, Florean, Irfan
Late	
Others Present:	Maxwell Lightstone (GSA Member), Sahil Karnani (MSU Member), Emma Ferguson (Recording Secretary)
Chair	Elizabeth Wong

TERRITORY RECOGNITION

- The SRA would like to recognize today that we are situated on traditional Haudenosaunee and Anishnaabe territories through the 'Dish with One Spoon Wampum Treaty'.

ADOPTION OF AGENDA

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

Passes Unanimously

ANNOUNCEMENTS FROM THE CHAIR

- The Speaker asked any observers to sign the Observer's List at the back of the room. The Speaker announced that one seat was open on both the Business caucus and the Kinesiology caucus, and a by-election will happen later this month.

REPORT PERIOD

1. Nursing – Gandzi presented

- Gandzi summarized the report.

Questions

- Shingleton-Smith asked for more explanation on the simulation lab. Gandzi explained that it was a lab used for first year nursing students to practice their clinical skills before moving on to real patients. They were hoping to use it as a venue for study nights as well.
- Shingleton-Smith asked for more information on the peer evaluations. Gandzi explained that there are tutors on the hospital floors associated with McMaster. They were advocating on education nurses on the importance of safe and streamlined feedback.

2. Science – Senthillmohan presented

- Senthillmohan summarized the report.

3. Social Sciences – Isah presented

- Isah summarized the report.

Questions

- Farah suggested to get in touch with the MSSS president for access to the basement lounge.

4. Municipal Affairs – Hackett presented

- Hackett summarized the report.

Questions

- Shingleton-Smith asked what the landlord rating system was going to offer. Hackett responded that it was going to be launched at the end of the semester or early 2019. The website was in place but there were a few more things to do.

5. University Affairs – Warwani presented

- Warwani summarized the report.

6. Executive Board – Warwani presented

- Florean summarized the report.

7. Vice-President Finance – Robinson presented

- Robinson summarized the report.

8. FYC Elections Report – Emily Yang presented

- Robinson summarized the report.

Questions

- Shingleton-Smith asked what the DRO thought elections did right to have such good voter turnout and a large number of nominations. Yang responded that they held two Elections 1A03 events with good turnout and many of those students nominated themselves. Yang stated they had a promotion table at ClubsFest. Yang stated that SRA Health Sciences helped by handing out nomination forms at their events.

9. August 2018 Financials Report – Robinson presented

- Robinson summarized the report.

INFORMATION PERIOD

- Hackett asked the Assembly to show up to the Ward 1 All Candidates Debate.
- Farah stated that she had an update about Homecoming, but had not had a chance to meet with everyone until now. Farah followed up with Amanda, the community liaison for Hamilton Policy Services, regarding the concerns about the horse. Ananda confirmed that horse protocol was followed and the horses were not stationed to target students, but would normally be used for any event of its type. Hamilton Policy Services had followed up with the individual in the incident. Farah added that there was Hamilton Police Services presence at the concert because the McMaster constables need additional support.

- Farah reported that the University would be sending out another message reminding students about resources available to them in light of the Westdale incidents. There were no updates on findings but Hamilton Police Services would continue to be present in Westdale. Farah stated that she had a meeting with university partners including Meaghan Ross, Equity and Inclusion Office, and Allison Drew-Hassling to speak about strategies to communicate to students.
- Epifano reported that job postings for six PTM positions were closing in six hours.
- Sykes stated that they were working on adjusting the valedictorian selection process, by removing the GPA cut off and creating a more subjective system.
- Bertolo announced that the Municipal Election was taking place Monday, October 22, 2018. She asked the assembly to get out and vote, as well as take a lawn sign and a t-shirt.
- Hackett added that everyone should have a plan for when they go to vote. The FAQ page on the MSU website had all the voting locations listed.
- Robinson announced that Assembly members could pick up their SRA shirts at the front desk of the MSU Office.

QUESTION PERIOD

- Roshan asked Sykes if the GPA cut offs were scaled relative to the program. Roshan felt like the cut off grade cut off was there for a reason. Roshan stated that some faculties are more rigorous than others and it should potentially reflect that. Sykes responded that the grades are not scaled for program, everyone is at a 7, but the main concern was the hard cut off, meaning if a student's average is a 6.9 they cannot even apply.
- Roshan asked if the objective was to remove the GPA cut off for all programs or just for Engineering. Sykes responded that it was for all programs. Sykes explained that grades could still be taken into consideration, but they would no longer stop a student from applying.

BUSINESS

1. Open one (1) SRA seat on Standing Committee

Moved by Warwani, **seconded** by Hackett that the Assembly open one (1) SRA seat on the Internal Governance Committee.

Passes Unanimously

2. Open one (1) MSU seat on Other Committee

Moved by Singh, **seconded** by Sykes that the Assembly open one (1) MSU seat on Elections Committee.

Passes Unanimously

3. Close one (1) MSU seat on Other Committee

Moved by Roshan, **seconded** by Gandzi that the Assembly close one (1) MSU seat on the Elections Committee.

Nominations

- Vijal Desai

Passes Unanimously

- Vijal Desai won the MSU seat on Elections Committee by acclamation.

4. Close one (1) MSU seat on Standing Committee

Moved by Lee, **seconded** by Gandzi that the Assembly close one (1) MSU seat on the Provincial and Federal Affairs Committee.

Nominations

- Epifano nominated Andrew Mrozowski
- Jovan Sahi

Passes Unanimously

Parameters

Moved by Epifano, **seconded** by Hackett that parameters for the election be set at one-minute opening statements and two minutes questions per candidate, pooled.

Passes Unanimously

- Candidates spoke within the allotted time.

Moved by Ahmed, **seconded** by Sykes that question period be extended by two minutes.

Passes Unanimously

- Assembly voted by secret ballot.

Candidate
Mrozowski
Sahi
Spoiled
Abstained

- Jovan Sahi won the MSU seat on Provincial and Federal Affairs.

5. Close SRA seats on Standing Committees

Moved by Farah, **seconded** by Epifano that the Assembly close SRA seats on the following standing committees:

- Internal Governance (1)
- Provincial and Federal Affairs (1)

Nominations (Internal Governance)

- Grewal nominated self

Nominations (Provincial and Federal Affairs)

- Bishara nominated Gandzi – accepted

Vote to Close

Passes Unanimously

6. Close seat of Chair on CASE Ad-Hoc Committee

Moved by Shingleton-Smith, **seconded** by Senthillmohan that the Assembly close that Chair seat on the CASE Ad-Hoc committee.

Nominations

- Shingleton-Smith

- Roshan asked if the Assembly wanted to consider having an application process for the Chair position.
- Robinson stated that the election process should be considered an application.
- Roshan stated that it was inaccessible for students and exclusive to SRA individuals. They hoped that the opportunity could be given to the broader student body.
- Epifano explained the role of a chair. She did not feel it needed an application process.
- Shingleton-Smith explained that having an SRA member be the chair was written in the CASE ad-hoc committee document that was approved at SRA 18G.
- Hackett asked if the Assembly would feel more comfortable with the nominated individual saying something.
- The Speaker stated that if anyone wanted to run against the individual they could hold an election. The Speaker explained that if the Assembly did not want the Chair position to be an SRA member they would need to change that at a separate time, not during closing the Chair seat.

Vote to Close

Passes Unanimously

- Shingleton-Smith won the the Chair position on CASE Ad-Hoc Committee by acclamation.

7. Close three (3) SRA seats on CASE Ad-Hoc Committee

Moved by Shingleton-Smith, **seconded** by Ahmed that the Assembly close three (3) SRA seats on CASE Ad-Hoc committee.

Nominations

- N. Singh
- Oketch
- Bonk

Vote to Close

Passes Unanimously

- N. Singh, Oketch and Bonk won the three SRA seats on the CASE Ad-Hoc committee by acclamation.

8. SRA Position on the Government of Ontario “Free Speech Policy”

Moved by Farah, **seconded** by Bertolo that the Assembly adopt the following statement:

Whereas The Charter of Rights and Freedoms - the supreme law of Canada - protects the freedoms of speech and expression in all aspects of Canadian society, including Ontario campuses;

Whereas the Student Representative Assembly does not believe there are barriers to the freedoms of speech or expression on the campus of McMaster University;

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Whereas the Student Representative Assembly believes the government of Ontario may attempt to infringe on the autonomy of student organizations, and restrict the expression of university instructors across the province, through the guise of protecting free speech;

Whereas the Student Representative Assembly is concerned that the guise of free speech will be used as a tool by white supremacists to effectively limit the expression of dissent, counterargument, discourse, and protest by marginalized and racialized students;

Whereas the Student Representative Assembly recognizes the authority of the province to enact post-secondary policy under section 93 of the Constitution;

Whereas there appears to have been no consultation on the part of the province with students, student advocacy organizations, or universities on the matter of requiring post-secondary institutions to develop and implement a “free speech policy” by January 1, 2019 – under threat of funding cuts to respective operating budgets;

Be it Resolved That:

The McMaster Students Union opposes the dictate from the Ministry of Training, Colleges and University demanding post-secondary institutions comply with an arbitrary January 1, 2019 deadline to institute a campus level “free speech policy”, and asks the government to withdraw the directive.

Moreover, in order to continue evolving the world class educational experience of McMaster University, by virtue of fostering more rich and positive discussions on campus, additional training and resources be provided to professors and teaching assistants in terms of both anti-oppressive practices, as well as the tools to foster and encourage debate along difficult or controversial points of discussion.

- Farah explained that over the summer there was a motion that came forward to the Assembly from General Assembly regarding the guidelines. Farah stated that a few weeks later, the University received an announcement that the provincial government was going to require them to have a policy on freedom of speech, but it is still unsure what that ‘policy’ means. Farah stated she had been encouraging the Assembly to speak with students and get feedback. Farah spoke to Patrick Dean and Arig al Shaibah and the feedback received should be reflected in the new guide document. Farah stated that within her consultation process she learned that many students are upset about the government mandate, do not believe the government should be able to withhold funding, and do not believe there is a freedom of speech crisis on the McMaster campus. Farah advised that passing the motion was time sensitive, and a lot of students wanted to hear what the MSU believes.
- Bertolo stated that as representatives of the students of McMaster this motion deserved their attention, time and vote. Bertolo stated that the motion would help give herself and Farah a statement to advocate for. Bertolo advised that they were setting up meetings with local MPPs to discuss this. She explained that OUSA would be discussing the topic during their upcoming lobby week. Bertolo stated that the statement is very well informed and strong.
- Lee asked about the ‘white supremacists’ line in the motion. Lee asked whether it would be better to be more general as anyone could be capable of abusing the guidelines/policy. Lee ceded their time to Farah. Farah stated that student feedback shaped the way the line was written and specifying ‘white supremacists’ was reflective of student concerns on campus.
- Grewal stated that ‘section 93 of the constitution’ seemed vague and asked if it was possible to write out the section within the motion.
- Farah stated that the motion was going to be used as a lobbying tool to the government, and the reference is to a law that already exists and does not need written out again. She did not feel it would be particularly helpful to clutter up the motion.

Vote on Motion

Passes Unanimously

9. Approval of Electoral Appeal Board Members

Moved by Shingleton-Smith, **seconded** by Sykes that the Assembly approve the following members of the Electoral Appeal Board: Professor Nibaldo Galleguillos, with Helen Zeng and Max Lightstone as the two alternates.

- Shingleton-Smith ceded time to Max Lightstone. Lightstone stated that he was thankful for the opportunity.

Vote on Motion

Passes Unanimously

TIME OF NEXT MEETING

**Sunday, October 28, 2018
5:00pm
Council Chambers, GH 111**

CALL OF THE ROLL

Present	Ahmed, Anderson, Bertolo, Bishara, Bonk, Emmanuel, Epifano, Farah, Gandzi, Grewal, Hackett, Ibrahim, Isah, Kumaran, Lee, MacLean, Oketch, Reddy, Robinson, Roshan, Saliccioli, Senthillmohan, Shingleton-Smith, Sing N., Singh S., Sykes, Tejpal, Villasis, Warwani
Absent Excused:	Arbess
Absent	Espiritu, Florean, Irfan
Late	
Others Present:	Maxwell Lightstone (GSA Member), Sahil Karnani (MSU Member), Emma Ferguson (Recording Secretary)
Chair	Elizabeth Wong

ADJOURNMENT

Moved by Lee, **seconded** by Hackett that the meeting be adjourned.

Passes by General Consent

Adjourned at 7:00pm

/ef



REPORT

From the office of the...
Nursing Caucus

TO: Members of the Student Representative Assembly
FROM: Marina Gandzi, SRA Nursing Representative 18-19
SUBJECT: SRA 18F Report
DATE: Saturday, October 6, 2018

Dear Members of the Assembly,

I hope you have all had a wonderful start to the school year and have thoroughly enjoyed your reading week. Below is a short summary of all of the work the SRA Nursing caucus has begun and platform points which are slowly gaining momentum.

PROGRESS ON YEAR PLAN

It's been a very busy year this far! Most of my progress has involved strengthening relations with my faculty society as well as introducing myself to first year students. Starting in August, I assisted the McMaster University Nursing Student's Society (MUNSS) at Faculty Fest. I wanted to make sure there was an SRA presence during Welcome Week, so I tabled along with the President and VP Education of MUNSS as well as the President of the RAO Hamilton Chapter. There was great outreach, and we had many applicants interested in First Year Rep positions. I have also been actively attending MUNSS meetings bi-weekly to ensure that the faculty society knows I am an additional resource with whom they can collaborate.

Next, I have officially been hired as a Peer Tutor for the Centre for Simulation Based Learning. As a result, I hope to host a joint anatomy/pharmacology study night for first and second year students. I have been in contact with the professors for content to review, and am currently in the process of organizing the event which is to be held on Thursday, October 19th in both the simulation lab, with a de-stress session (and snacks!) in the Health Sciences Lounge.

The final platform point upon which I have made progress is advocating for better Peer Evaluations. I have brought up my concerns to the MUNSS Education Team, and I have reached out to the authors of the Experiential Education policy paper which is being written. I hope to collaborate with the author to ensure that a key piece of our advocacy involves educating nursing students on the importance of safe, streamlined feedback avenues for tutor evaluations.

PAST EVENTS, PROJECTS & ACTIVITIES

I have not held any events other than my tabling during Welcome Week, but I am looking forward to the de-stress session I have planned after reading week. With that being said, I am hoping to hold my weekly office hours in both the School of Nursing and the MSU Office so I can better reach my constituents.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Given that students have a little bit more time during reading week, I posted the form to re-start the Nurses of McMaster initiative on the SRA Nursing Facebook page. I hope to engage more first years through this initiative, which will allow them to reflect upon the nursing profession while also posting cute pictures of them in scrubs!

As mentioned earlier, I am hosting the Anatomy/Pharmacology de-stress session on October 19th, following which I would like invite more people to like my page on Facebook.

Lastly, I am hoping to begin planning the Nursing Career Conference Panel in November, working closely with the MUNSS Education Team and the Student Success Centre.

CURRENT CHALLENGES

My biggest challenge was getting everything started, as I wanted to have the Nursing Hub running within the first few weeks of school. Unfortunately, the peer tutor hiring process took some time, but I am glad to say that it is getting done! In addition, the Health Sciences Library has a separate administration and channels of communication so I have yet to reach out to those individuals to advocate for improvements to the Lounge. I hope to further collaborate with other caucuses in order to make some headway on this platform point.

SUCCESSSES

We made it to reading week! This year has been going really well so far, and I hope to get even more students engaged now that we have settled in an established our routines. I am very excited for the rest of the year!

Kind Regards,



Marina Gandzi
SRA Nursing Caucus Leader 18-19
McMaster Students Union
sranursing@msu.mcmaster.ca



REPORT

From the office of the...

Science Caucus

TO: Members of the Student Representative Assembly
FROM: Sinthu Senthillmohan & Connor MacLean, SRA Science
SUBJECT: SRA 18H Report
DATE: Tuesday, October 9th, 2018

Hello members of the assembly!

We hope you enjoyed your reading week and are ready to jump back into the school year! Our year has been off to a great start and we can't wait to continue the work we've started as a team. Below, we've outlined our progress, successes & challenges. Feel free to reach out to us with questions, comments, compliments, and concerns. We'd be happy to chat and collaborate!

Stay rad,

SRA Science 2018-2019

PROGRESS ON YEAR PLAN

Accessibility

After we ran our "Action Potential" survey in March, we have been working to get our results to relevant groups on campus. The survey asked students questions regarding accessibility on campus (i.e. podcasts, textbook costs, and SAS note taking) and got 370+ responses. The Dean of Science was pleased with our initiative, and said she would take these results to higher committees before giving us an update next week (October 15th). Additionally, Sinthu is currently a member of the IT Student Advisory Committee (ITSAC), and was able to distribute these results to Marzena Kielar (Manager, IT Reporting & Data Analyst) and Lee Anne Bodo (Assistive Technologist, Student Accessibility Services). Both of these individuals will give us more updates at the next ITSAC meeting later this month. The data was also shared with Tasneem Warwani (AVP University Affairs), and we hope to work collaboratively with the UA committee to achieve our common objectives (namely, increased podcasted courses).

Mosaic Improvements

This is a project that we have discussed at length with both the Dean of Science and Marzena Kielar from ITSAC. Right now it seems that the priority is determining a way to provide updated course outlines on Mosaic during course registration. Once the Dean of Science has given us more information on how this was done for Humanities in the past, Sinthu will work with the University Affairs committee to make it a reality.

Academic and Career Resource Expansion

The Science Career and Cooperative Education Centre has made progress on the concerns that were raised at the start of the SRA term about career resources and making information available for how students can use their degrees in the workforce. They assembled a team of summer students to work on the project and investigate the best way to communicate and deliver the information to students. Connor met with some of the students over the summer to discuss key findings from his communications study in the previous year and through the work done for the MSS. The SCCE was very receptive to the needs of students and this is mostly due to the work done in consultation with them and the MSS at the end of last year/beginning of this year. More updates will come soon on when they are planning to roll out this information plan.

Extended Thode Library Hours Partnerships

Conversations have begun to create a promotions plan for the upcoming re-implementation of Extended Thode Library Hours, more popularly known as “3AM Thode”. We will be working closely with some MSU Services and University bodies to promote their services should students need them during the more stressful portions of the school year. We will have more to report in the future on the success of the promotions plan after it has been implemented.

Better Promotions in the Faculty of Science

Connor has been working closely with the Dean of Science to continue conversations around promotions in the Faculty of Science. A Communications Officer is about to be hired specifically for the Faculty of Science to focus on social media and digital media communications. Connor will be continuing his work with the Dean of Science as a Thesis project to investigate trends in social media usage and the efficacy of certain types of media on each of the platforms. The MSU will be informed of the outcomes of this study when they become available.

Mental Health Awareness

Ashley is currently in the consultation and information gathering phase of this project. Upon having conversations with Kristina, it seems that the best option would be to gather information about mental health resources both on and off campus, with a priority to those on campus, and distribute this pamphlet to students specifically in their first year in the faculty of science. Ashley will continue by reaching out to the residence manager to discuss possible avenues to share this pamphlet such as resident bulletin boards and possibly through the community advisors.

Improving Study Spaces

Raisa and Connor assisted Ikram to identify spaces in Innis, Mills, and Thode libraries that would benefit from having more outlets. Images of such places were sent to Ikram and forwarded to Anne Pottier. A bottleneck we face to increase the number of outlets in study spaces is the availability of power sources in older buildings. Further efforts to identify places without working outlets and the process involved to increase and fix outlets will be explored in the future.

Increased accessibility for those who are visually/hearing impaired

Vaishna has consulted with Kristina as to which ideas in the platform would be feasible and manageable to accomplish during the term. From this she has decided to focus on interpretations during lectures, braille signage and printing. Kristina has provided Vaishna with the contact information in order to accomplish this platform. Vaishna will contact SAS for interpretations during lectures. In terms of braille signage Ikram, housing and conference (Nancy Marco), and MUSC (Lori Diamond). Lastly, for braille printing Kristina has said she bring up the topic in a BoD meeting in terms of the underground. To assess the feasibility in libraries, Vaishna will contact Vivian Lewis.

PAST EVENTS, PROJECTS, AND ACTIVITIES

Continued MSS Relationships

During Welcome Week, Connor, Eric, Sinthu, and Raisa gave a quick speech to the first year cohort in the Faculty of Science. We shared some advice for first year in general and provided them with information about the SRA and MSU, and encouraged them to engage with us on social media. Raisa, Sinthu, and Ashley were also able to present at the MSS' General Assembly earlier this month. We have also held regular office hours in the MSS Office, which is discussed in more detail in the "Successes" section.

UPCOMING EVENTS, PROJECTS, AND ACTIVITIES

Master Events Calendar

After Sinthu had a brief conversation with Kristina about this, it seems like it would make more sense to go about improving and promoting the existing events calendar on the MSU website rather than creating a new one with the MSS. She will be setting up a meeting with Pauline Taggart soon to figure out how this can be done.

Freedom of Speech Town Hall & Survey

Connor and Ikram have begun conversations with Patrick Deane and Arig al Shaibah to host a town hall discussion where students can voice their opinions and concerns with the Freedom of Expression Guidelines that were released earlier this year. After a motion by the SRA in the summer for the MSU to actively promote marginalized voices in the conversations surrounding these guidelines, there was little movement for a variety of factors. However, these issues were resolved after voicing concerns about how to navigate some of these conversations when we are trying to bring voices to the table that are opposing viewpoints to some members of the assembly. This town hall will ideally allow students to have a direct say in the Freedom of Expression Guidelines before the provincial government pushes the university to create a policy that is harder to amend. The survey will come after the town hall if there are still concerns that were not able to be voiced at the in-person event.

CURRENT CHALLENGES

Gathering 7 people together to meet each other has proven difficult, with us having to split our office hours between two separate times with the MSS (although this provides us with more opportunities to engage with students and get to know the MSS better). We have yet to have a caucus meeting in the school year due to busy schedules, but a meeting is scheduled for the Monday after reading week. We are also working on getting headshots for each of the SRA members to put on social media, but again, schedules are hard to coordinate.

Connor is finding it difficult to stay on top of accomplishing platform points seeing how fast everything moves in the school year and how slow the university can be to respond sometimes. He will continue to work on finding time in his schedule to dedicate specifically to holding himself accountable and to reaching out to more constituents on important issues, like the Freedom of Expression Guidelines, which he recognizes has not been a strong point in the past few months for him.

Sinthu has been struggling with maintaining work-life balance in her final year of school. Balancing a thesis, three courses, extracurriculars, and work has proven to be difficult to balance alongside SRA responsibilities, especially since a large part of this role requires self-directed progress. Similar to Connor, she is finding it hard to coordinate meetings with the right people at the right times, when everyone seems to be busy and/or waiting on someone else to get back to them first. She hopes that by implementing bi-weekly caucus meetings she can work with the rest of the caucus to divide important work amongst themselves, and in turn be held accountable for her work.

Maryanne has also been struggling with maintaining a work-life balance with her other commitments. Being an Exec for an MSU Service, a Community Advisor, and also trying to be a good caucus member has been difficult, since sometimes it seems that to do well in one commitment, others have to be lost. To combat this, Maryanne will continue to be a viable member in the committees that she is currently in, and will continue to support initiatives brought up by the SRA that align with her specific goals.

Raisa is also struggling to maintain balance between her school, work, and other MSU service commitments while actively working towards fulfilling her SRA platform goals. She plans to begin discussions on anticipated projects such as building a research hub with the MSS, and being an active member on her standing committees.

Ashley has been finding it difficult to create a clear path for her platform points and struggles with trying to balance school along with her commitments to the SRA. Keeping up with the ongoing changes within the MSU and with fellow caucus members' progress has been difficult due to conflicting schedules and other commitments. To combat this, she plans to reach out to the resources available such as the VP admin when her path seems unclear or blocked. She also finds that in the future, she will make it a priority to keep up to date with fellow caucus member progress.

Vaishna has been struggling to maintain a balance between her school work, and other commitments. It has been difficult to keep up with the meetings and various duties which are required to be an active member of the caucus. Vaishna has also found it difficult to identify a method to go about achieving her platform point, but after further conversations she now has a more clear cut plan. She plans on being an active member of her standing committee by actively taking part in conversations.

SUCSESSES

Communication/Promotion

Our instagram has been much more active than it has been in previous years. Aside from posting official MSU graphics (such as biweekly meeting promotions, and updates from various services), we have also expanded to include many more pictures of ourselves! This has definitely increased our

engagement (shout out to Haley Greene for the tips), as students can see us actively taking part in events around campus. Our most notable posts included a group picture from training day, and a picture of us speaking at Science Faculty Day during Welcome Week. We also post on our instagram story to inform followers of ongoing meetings & office hours!

Continued MSS Relationships

We hit a road bump when the president of the MSS had to resign over the summer, however, the new team has been quick to take our suggestions to work together. We were able to present at both the Science Faculty Day & MSS General Assembly, introducing ourselves and our roles to hundred of constituents. Additionally, we have started hosting office hours in conjunction with the MSS, taking two time slots within their office hour schedule for the main office (BSB B108). Lastly, we have been including them in our communications with the Dean of Science, who we will all be meeting with this upcoming Monday (October 15th). Eric had a meeting in September with the MSS President, Science Advocacy Representative, and the fourth year representative. The aim of this meeting was to help them define their upcoming objectives of academic advocacy for Science. In this meeting Eric talked about his advocacy experience from being a voting member of the University Affairs committee during the 2016-2017 year. Some of the things discussed were surveys and data collection to hear student voices, talking to the dean of science, and ways to improve science courses.

Evaluating and Improving MSU Communications, Advertising, and Student Engagement

Eric has worked hard to introduce the “CASE” Ad Hoc committee. After consultations with Michael Wooder, Scott Robinson, and Kristina Epifano, Eric decided to create an ad-hoc committee at the last SRA meeting. The committee is called the Communications, Advertising, and Student Engagement Ad Hoc committee (CASE). The committee has aims to investigate various areas that fall under this umbrella and hopes to meet in the coming weeks after the next SRA meeting where voting members will be elected.

OTHER

We hope everyone is having a great year and we think you're all really cool. If you read this far in the report, you rock and you're doing amazing sweetie.

Best,

Sinthu Senthillmohan & Connor MacLean
SRA Science Co-Caucus Leaders
McMaster Students Union
srasci@msu.mcmaster.ca



REPORT

From the office of the...

Social Science Caucus

TO: Members of the Student Representative Assembly
FROM: Fawziyah Isah, SRA Social Science
SUBJECT: SRA 18F Report
DATE: Tuesday, October 9, 2018

PROGRESS ON YEAR PLAN

Our caucus is excited to have had a solid start to the school year. We've had a good amount of progress in our year plan, and are hopeful to continue to achieve steady progress. We've kept up our social media presence on facebook, keeping consistent engagement with our constituents through engaging posts, our caucus giveaway as well as caucus introductions. We've sat in on meetings with the social science Experiential Education Office in order to hold open discussions about experiential opportunities for Social Science students, as well as the office's plans for the year. We will further breakdown our updates throughout the report.

PAST EVENTS, PROJECTS & ACTIVITIES

Charging Stations

Getting charging stations on campus is a project that Shemar began at the end of his previous SRA term and has continued into this term. He has ordered the first station, which is already in MUSC atrium and the next 6 stations should be coming within a few weeks. The tentative locations of the remaining stations are: Mary Keyes Lobby, 1280, Clubspace, 3rd floor MUSC (near the nap room), JHE Lobby and one of the libraries. There has been difficulty in communicating with the chosen company of the charging stations. However after speaking with Scott (VP Finance), and making a few more calls, it's been confirmed that the units will be delivered in the next two week. We will continue to keep everyone updated on the status as we move forward.

Improving the integration of Social Science Students and the Faculty Society

Our caucus has begun holding office hours with the McMaster Social Science Society (MSSS). Cooperating and working with the MSSS will allow the SRA Social Science and the MSSS to give our constituents the representation and experience they deserve. Our hope is that SRA and Faculty society integration will help fill the gaps in the social science experience, by pooling together our resources and information. We look forward to seek further opportunities to work together this semester.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Mentorship Program

While not included in our year plan, our faculty society and our caucus have developed a mentorship program for social science students. A few years ago, our society had a mentorship program in place, but since then it has been dissolved. As its been many years since that

program was up and running, we haven't been able to figure out what exactly went wrong and why the program stopped over the years. With our partners at the MSSS, specifically the President and the VP Academic, we have discussed what the program should look like and we currently have the applications opening at the end of October. We are working from the ground up on this project, so everything is going to be done through trial and error, but we are very excited to see this come to fruition!

Increased Feedback and Engagement from Students

We collaborated with our society in releasing an introductory survey to students at the beginning of the term. A few of the results are as follows:

- 53.85% of students said they knew who the SRA was.
- 67.82% of respondents stated that they either felt the SRA was either not useful or didn't feel the question was applicable to them.

A student also left a comment stating that they would like to see our caucus advocating for more social science centred issues, such as increasing the amount employment opportunities within our discipline. We as a caucus don't take this lightly and have heard students' concerns. We will be discussing ways to ensure we are being transparent with our constituents.

We are also planning to run an event this semester, centred around facilitating conversation with, as well as gaining feedback from social science students.

Hiring Board for Welcome Week

Last year, Shemar sat on the Welcome Week planner hiring board and it is something he looks forward to doing again this year. After speaking with our faculty society President, they have agreed that getting an external representative for the hiring committee is a necessity and they have gotten WW2018 faculty coordinator Josh Marando to sit on the hiring board for WW planners. Hopefully having someone who is removed from our faculty as a whole will reduce the concerns currently in place surrounding bias within our faculty.

CURRENT CHALLENGES

Some challenges that our caucus is currently facing is ensuring that all social science students have access to the joint humanities and social science lounge in the basement of LR Wilson. Our caucus is currently trying to figure out the best and most efficient way to ensure access, and we will continue to contact the appropriate people to ensure this goal is fulfilled.

SUCSESSES

Giveaway

During the first week of school, our caucus ran an SRA giveaway which helped us raise the amount of likes on our Facebook page. We gained just over 170 new followers during the week and had very high engagement on each of our posts. Despite a low amount of new likes on the page, we are still happy that our posts had very high engagement! All of our students received their prizes and we may run something similar following winter break!

OTHER

Our caucus is excited to accomplish our year plan and continue to adapt and improve our approach to new situations and challenges. Feel free to reach out to us on Facebook and Twitter if you have any question or comments!

Best,

Fawziyah Isah

Fawziyah
SRA Social Sciences Caucus Leader
McMaster Students Union
srassci@msu.mcmaster.ca



REPORT

From the office of the...

AVP: Municipal Affairs

TO: Members of the Student Representative Assembly
FROM: Shemar Hackett, Associate Vice-President of Municipal Affairs
SUBJECT: SRA 18H Report
DATE: October 9th, 2018

Dear Members of the Assembly,

This is my first report of the year and I'm excited to tell everyone what I've been up to for the past few months. It went from being a somewhat slow period in the summer to a very steep upward hill once school started. Balancing school and AVP work is more work than anticipated, but I'm very grateful for the support I have from those around me! If anyone is interested in municipal advocacy and the other projects I'm doing, please let me know and I'll be happy to go over some stuff with you! Also, my committee meetings are from 3:30-4:20 on Tuesdays and the more the merrier. I would love to see more of your faces on my committee, so please come on out anytime! Enjoy my report!

PROGRESS ON YEAR PLAN

Landlord Licensing

Earlier during the summer Terry Whitehead, City Councilor for Ward 8, asked for the MSU's official stance on landlord licensing. For context, Terry is the chair of the Rental Housing Sub-Committee. On September 27th a motion was brought forward to the committee with the following 3 options for rental housing: 1) increased education for tenants, 2) a registry for landlords and 3) a landlord licensing pilot. The committee voted in favor of the Landlord Licensing project (yay) and it will be brought to council within the next few meetings. To be clear, the Rental Housing Subcommittee is just a sub division of the Planning committee; in other words, just because it was passed at this stage, it does not mean this project will immediately come into effect. The motion will still need to be brought to council and be voted on, but this is a big step in the right direction!

Door Hangers

Over the summer Stephanie and I began working on Door Hangers to distribute to students living off campus. Many students aren't aware of their rights as tenants and who to call when they are going through problems with their landlord. We worked with the University and the City on this project and the Door Hangers have been made (I attached a picture below)! I have been trying to organize volunteers to distribute them, but

engagement has been low. Not a lot of people signed up, so I cancelled the distribution date that was supposed to happen around a week ago. We plan to give them out while tabling for the municipal election and find alternative ways, on campus, to hand them out for now until we can organize another day that works with volunteers.

Tenant Rights

Brought to you by:
MSU, McMaster University, Hamilton Legal Clinic, and the City of Hamilton.

As a tenant, you have several rights that you should be aware of to ensure a positive living experience.

Maintenance: Your landlord is responsible for the maintenance and repair of your rented premises. This includes the structure, plumbing, electrical, and heating. You are responsible for anything in bad condition or does not work properly unless it is caused by you or someone else living in the unit.

Private and Quiet Enjoyment: You have the right to get into your home and stay there without being disturbed by your landlord or anyone else.

Heat: Your landlord must ensure that your house is at least 20°C from September 23 to May 15th.

Utilities: Your landlord is responsible for providing you with electricity or heat. If your landlord does not provide these services, you can contact the Hamilton Public Health Services. ☎ 905.546.2489

Eviction: It is against the law for your landlord to force you to leave your home without an order from the Landlord and Tenant Board.

Harassment and discrimination: You have the right to live free from harassment and discrimination from your landlord and other tenants.

Privacy: Your landlord should not enter your home without your consent. They can only come in between 9am to 6pm.

Contact: If you ever feel that your landlord has violated your tenant rights, there are some resources you can access for help and advice.

Hamilton Legal Clinic: A service that offers FREE legal advice, representation, and legal education to community members on campus. ☎ 905.527.4372

Residential Enforcement Unit: Government of Ontario office that enforces landlord and tenant to comply with the Residential Tenancies Act. ☎ 905.721.2777

Hamilton Public Health Services: ☎ 905.546.2489

Hamilton Housing and Community Services: ☎ 905.526.8100

Who is Responsible?

Students often have productive relationships with responsible and respectful landlords. In any rental arrangement, tenants and landlords have both rights and responsibilities. Sometimes, students end up paying for repairs that they are not responsible for. If you are unsure who is responsible for a ticket that you believe you are not responsible for, here is some important information to ensure you are protected.

By-Law Violation

If you have received a Order of Compliance from the City of Hamilton, you should contact your landlord immediately to work to resolve the issue. If the issue is not resolved, a fee for inspection charge will be issued and applied to the property tax. As a tenant, you are likely not responsible for this fee unless you were responsible for the maintenance of the ticket. Contact the Hamilton Legal Clinic for free legal advice.

Have a property standard complaint about your student house?

1. Contact your landlord
2. If unresponsive, contact municipal law enforcement officers. They will conduct investigations into by-law infractions. **Note:** They cannot respond to complaints about air conditioners or appliances.
3. In the scenario in which your complaint is not addressed, email enforcement@lawcomplaintform.com or call www.hamilton.ca/by-lawcomplaintform.

For immediate health and safety concerns:
Monday-Friday: 8:30-4:30
After Business Hours: 905-546-2782, 905-546-2489





Municipal Election

The municipal election is around the corner!! On October 22nd students will have the opportunity to elect a new Mayor, City Councilor and School Board Trustee. The past two months have been quite busy preparing for the election, but I'm very excited to quadruple our voter turnout in this election!! The Ed Team will be tabling in MUSC from the 15th-19th where we will be giving out lawn signs, rave cards, polling information and promoting the MacVotes website. In regard to specific events being held for the election, I discuss that below under the *upcoming events* section of my report.

One thing to note, that has been discussed before is getting a polling station on campus. A few candidates have been pushing to get a station on campus and we support their initiative and dedication to getting students out to vote. Stephanie and I met with representatives from the elections department within the City of Hamilton and advocated for a satellite poll on campus. A satellite poll is a station in which anyone, regardless of what ward you live in, can vote in that one poll. The City said they could not get us a station on campus because they did not have the technology for a satellite poll and they were already having issues staffing their regular polls. While we do believe a poll on campus would be great, we still believe we can engage first years to get them to vote regardless of whether or not there is a station on campus.

PAST EVENTS, PROJECTS & ACTIVITIES

Meeting with Angela

Recently I met with Angela Storey, who is the Manager of Programs for Environmental Services in Public Works. The purpose of our meeting was to find best practices between the City and students' moving forward. A few takeaways from the meeting is that they expressed interest in having a booth at sidewalk sale, clubs fest and/or west fest (if done again) for next year! They agree that more can be done to educate students on current bylaws when it comes to waste management. They also discussed the possibility of giving the MSU green garbage tags to distribute to students. For those who don't know, you are only allowed one bag (or one bin) of garbage on garbage day. Any additional garbage needs a green tag on it. They realize that students are having problems when it comes to garbage and are interested in partnering with us on creating an educational campaign on waste management for second semester.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Ward 1 Candidates Debate

We will be holding a Ward 1 Candidates Debate in MUSC atrium on Tuesday October 16th from 2-4. Currently all 13 candidates have registered to attend the debate, so it will be a jam-packed event with a series of targeted questions on the candidate's platforms and current student-centered issues. I encourage you all to attend, even if it is just for 10-15 minutes at random points throughout the day.

1st Year event in Moulton and Les Prince

To engage first year students, I wanted to have an event exclusively for them that would highlight the fact that they are eligible to vote in this election. So far, I have booked out Molten Basement (EMR) and will be booking out LP soon. I have made an event on Facebook, so if you know anyone who lives in either buildings please invite them to the page! I planned on doing more residence buildings, but due to time constraints and a few other issues I will only be able to have an event in 2-3 residence buildings. We still will be putting posters up and promoting to students in residence regardless, I just won't be having a physical event in their buildings.

LRT Event

The current status of the LRT is undetermined. We don't know what the future holds in regard to the LRT, but the MSU is in favor of the project. My committee and I may potentially run a #YesLRT campaign towards the end of this semester or at the beginning of the winter term. It all depends on when the new council comes in and how the new PC government chooses to move forward with the project.

Landlord Wiki

We have a website for the Landlord Wiki!! This is very exciting as it has been in the works for a very long time. We won't be releasing the name of the website just yet as changes may still be made to the page. Steph and I will be meeting with Oleg, the owner of the website, to discuss our opinion on the layout and any feedback we have on the site. We plan to launch at the end of this term or potentially at the start of next term.

CURRENT CHALLENGES

The biggest challenge I'm currently experiencing is time. Organizing my committee, preparing for the election, completing my platform points and balancing school is difficult to say the least. The learning curve is very steep, but I'm slowly getting used to everything and have support from my amazing committee members and Ed Team.

VOLUNTEERS

My committee is great, and I appreciate them all! They have all been engaged and very helpful the past few weeks and I'm excited to work with all of you. Thank you all for being awesome!!

FINALE

If you have made it this far into my report, you're amazing and I will buy you a Timbit if you give me a high-5 at the next meeting! (let's see how many people actually get this far). As always, any questions or concerns feel free to reach out!

Best,

Shemar Hackett

Associate Vice-President: Municipal Affairs

McMaster Students Union

avpmunicipal@msu.mcmaster.ca



REPORT

From the office of the...

ASSOCIATE VICE-PRESIDENT UNIVERSITY AFFAIRS

TO: Members of the Student Representative Assembly
FROM: Tasneem Warwani, AVP University Affairs
SUBJECT: SRA 18H Report
DATE: October 9th, 2018

I hope you all had a restful and rejuvenating Reading Week, and that your first month and a bit of school has treated you well! This is my very first report so it might be a little longer than most, but I'm really excited to be working with all of you and even more excited for the rest of the year!

PROGRESS ON YEAR PLAN AND PAST EVENTS, PROJECTS & ACTIVITIES

It's been a busy summer, and a busy September. From my personal year plan, I accomplished two really large projects for the summer: finalizing a Pride Crosswalk on campus (I hope you've all had a chance to see it by now, it looks beautiful!), and creating, distributing, and presenting a University Budget Submission. From my University Affairs Committee year plan, I've identified the projects we'll be working on, we've created plans of action, and we're currently completing research and talking to stakeholders before continuing with direct advocacy initiatives.

Pride Crosswalk

The Pride Crosswalk was brought forth by a student last year to the University Affairs Committee who agreed to work on the project. However, they were stuck in waiting for Facility Services to get back to them, so not much was done to finalize it. In my transition, David and I both agreed that it was important to continue advocating for one. I spoke to the PCC coordinator to address concerns about such a project being performative, and we agreed that it should be an MSU (rather than University) initiative. After reaching out to the city, they expressed interest in helping us make the crosswalk a reality, hence it's appearance on the edge of campus. I want to emphasize that we understand a Pride Crosswalk on campus is not the end of our advocacy initiatives for our LGBTQ2SI+ but it is a nice visual representation of our support for these folks on campus.

University Budget Submission

The University Budget Submission is a document the MSU presents to the university yearly to identify where students believe there should be greater funding allocated and where they believe there should be less funding allocated. It's something the MSU used to do, but we failed to submit one in the past two years (since Ehima was President). This is something that was really important to me because budget submissions have proved a really powerful form of advocacy – many other schools have accomplished huge asks through their university budget committees. Our budget submission priorities included:

- EFRT Funding
- Hiring an additional Student Wellness Centre Trauma Counsellor and allocating increased funding to the Equity and Inclusion Office for Sexual Violence Response protocol
- Earlier release of exam schedules through the hiring of a Work Study Student

- More open educational resources
- Environmentally sustainable practices that reduce energy consumption
- Discontinuation of PebblePad

For greater detail on these asks, you can find our submission here:

https://issuu.com/msu_mcmaster/docs/budget_submission_final_reduced. Stephanie and I presented to the Budget Committee late September, and they were all fairly impressed and receptive to our asks. We're now scheduling follow up meetings with key stakeholders to follow up on our asks.

University Affairs Committee

The UA committee is comprised of such lovely people, I'm truly a very lucky AVP! We've spent September doing lobby and University Affairs specific training, settling into the committee by creating a cohesive and productive group dynamic, and identifying projects the committee wants to work on. Due to scheduling conflicts, I have two committee meeting times (Tuesday 4:30 – 5:30 and Wednesday 12:30 – 1:30). My voting members are split fairly evenly between the two times, and I've had lots of MSU members reaching out about attending our meetings. Each committee is working on different projects; this will hopefully ensure that we're super productive and that there's no miscommunication throughout the year. Tuesday's committee is working on Improving Exams & Improving Bursaries/Scholarships, while Wednesday's committee is working on Accessibility in the Classroom & Improved Sexual Violence Response on campus. Each large project has multiple smaller projects underneath them – the committees each chose which projects they were most interested in from my year plan. These committee projects should take the bulk of the semester. I also gave the committees an opportunity to suggest projects, so we've identified some side projects to work on in collaboration with other campus groups. If you do have any project ideas, feel free to approach anyone on the committee to suggest it, or join our committee yourself as a non-voting member! I also updated the University Affairs Standing Committee page on the MSU website, and I'm hoping to consistently post updates there to increase transparency.

Textbook Broke Campaign

#TextbookBroke was a Provincial campaign but it aligned well with University Affairs too, so our committee played an active role in tabling and participating in online promotion! It was really successful in reaching out to lots of students, and we're hoping that the Letter of Support helps us in our Accessibility in Classrooms advocacy.

OUSA Training Day

In mid-September, the Education Team attended the OUSA Training Day. I learned some helpful tips & tricks for advocacy, and we had a really powerful Blanket Exercise; I hope to reach out to our Indigenous Students on campus (MISCA and CISSA) to see if I can support their advocacy in any way.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Both the committee groups broke down the projects they'll be working on into smaller steps and achievable goals. We've created milestones that we need to reach by the end of Reading Week or the week right after Reading Week – these include meeting with key stakeholders or conducting research/drawing from other universities. I'm also in the midst of meeting with key university stakeholders to get some initial background information for each set of projects, and I'll hopefully have this to report to the committees by our next meeting! Once we have our background research, we'll likely be creating some surveys (pending a discussion with Wooder) to get some student feedback. I'll report on exactly how this looks in my next report!

Other than that, we're still in the midst of planning and researching how to best approach our advocacy, so we're holding off on any campaigns. I do, however, ask that you all fill out the Letter of Support for OERs and promote it to your constituents so we can continue using it as a form of advocacy. You can find it here: <https://goo.gl/forms/EnWKODRjqtEX5xh72>.

The other initiative I'm currently looking at is the Course Wiki in combination with Macademics. This aligns well with our Accessibility in the Classrooms project, so I'll be supporting Macademics and connecting them to relevant stakeholders.

CURRENT CHALLENGES

There aren't many current challenges, the only one is the large number of meetings I have to schedule with university stakeholders to get background research for some of our committee projects. It's made for a very busy September, and continues to make for a very busy October! However, I enjoy meeting with these folks lots because they've been really receptive, and I know it's very helpful to our committee goals, so I don't mind doing it! I'm also delegating some meetings to committee members who are really interested in these opportunities.

VOLUNTEERS (Standing Committees only)

The UA committee members are wonderful. They're doing this voluntarily, but they never treat this committee as being of lower priority relative to their other commitments. They're all so engaged, passionate, and responsive that each meeting flows so well! They're always prepared with research and suggestions, and they're really receptive to the things I'm asking of them. It makes my job 10000x easier, so I'm very grateful for each one of them.

SUCSESSES

Lots of successes that I've highlighted throughout this report, but overall, really glad to see how engaged the University Affairs committee members are because I know they'll allow for this committee to continue being so successful!

OTHER

We'll soon be releasing a set of graphics (cover photos, Facebook post, Insta Story, and Insta Post) with all the standing committee times. I really want to focus on making Standing Committees more transparent and accessible this year, so I hope this is a good step forward! I also want to record an AVP update video around November, so I'll be talking to the rest of the AVPs about this!

Yours Truly,



Tasneem Warwani
Associate Vice-President University Affairs
McMaster Students Union
avpuniversit@msu.mcmaster.ca



REPORT

From the office of the...

Executive Board

TO: Members of the Student Representative Assembly
FROM: Tasneem Warwani, SRA Arts and Science Caucus Leader
SUBJECT: SRA 18H Report
DATE: October 9th, 2018

Dear Members of the Assembly,

It's been a little longer than usual since our last SRA meeting, so I'll be reporting on three Executive Board Meetings this week, particularly 18-10, 18-11, and 18-12. This will include updates on Farmstand, Macademics, MACycle, SHEC, SCSN, PCC, Maroons, Maccess, Diversity Services, WGEN, and SWHAT. Feel free to reach out to me, or any of the other EB members (Shemar, Devin, Selene, Connor) if you have any questions!

Farmstand – *Shailee Siddhpuria*

Farmstand has been really busy with students back at school! They've had lots of exposure to first years through Clubsfest, and continue to promote the use of student cards for payment. They had their 4th annual Local Food Fest after their last EB report which was really exciting! Sales have ranged from \$700-900, and in September, they saw many of their produce sold out by the end of Thursday! Farmstand participated in Horizon's Successfest and they also ran a session in the evening with Mac BreadBin where they had over 70 students! In the future, they're looking to plan a few events with Rez Life in their healthy, active living building (McKay). From Clubsfest, they recruited and trained 6 volunteers.

One of Farmstands continued challenges is a decrease in participation of the Local Food Discount Card. Partners have not found greater student sales from this discount card, so many are not willing to extend their partnership with us.

Macademics – *Angel Huang*

Macademics has done lots over the summer and past few weeks! They've facilitated an academic success workshop at Horizons, attended Clubsfest, developed plans to revamp the Course Wiki, met with Spark about a joint event in October, started a new blog via BuzzFeed Community, launched a weekly promo campaign (#MacademicsMonday), and closed subcommittee volunteer applications! This year looks busier than past years for Macademics, but Angel is optimistic that her team can handle the increased workload. Macademics and the Campus Store now also control the "McMaster Used Textbook Sales [All Years]" Facebook page. Angel, Wooder, Kristina, and the Campus Store were set to meet to discuss the direction of their administrative partnership for the Facebook group. Angel and Stephanie also met with MacPherson about a newsletter and Student Partners Project. For their volunteer applications, Macademics received 37 applications, and they hired and trained 20 folks on September 28th. Overall, Angel and the Macademics team are doing an incredible job!

MACycle – *David Zaslavsky*

MACycle was reported on last SRA meeting, but since then, they had their bike auction and attended Clubs Fest. Their bike auction was very successful bringing in \$4000 profit. This is a lower number than last year, but given that they had fewer bikes to sell, this was still very successful. There was some miscommunication with Maroons for set-up, but the Maroons who were present during the auction were really helpful. David also has a 10 person volunteer team this year due to MACycle's presence at Clubs Fest – training for these folks took place on September 19th. Service usage has gone up significantly, and they're often running at full capacity which is great but tiring for the team – hopefully their new volunteers help alleviate this problem. Lastly, MACycle is in the midst of planning a Bike Safety campaign so that will be an exciting thing to look out for!

SHEC – *Adrianna Michell*

SHEC has continued working on past projects this month. Welcome Week was busy as they were present at Horizons Successfest, Peer support tents, Keyes Mini Clubsfest, Clubsfest, Therapy Dog at Moulton, and the Wellness Fair. They got lots of first year engagement and finished first year hiring! Training was good but challenging and they now have a cohort of 43 volunteers and 4 execs allowing them to operate from 9:30 am to 7:30 pm longer hours than anticipated. SHEC is doing great and operating smoothly!

SCSN – *Rohan Lohana*

SCSN is busy working on projects for the upcoming month! SCSN has hired a Promotions Coordinator, made changes to the Community Connectors, and started a Door Hanger Campaign at the Homecoming Expo. SCSN unfortunately had an exec drop so they're looking to hire an Events Coordinator and Community Connector. SCSN's Facebook has increased outreach in the past month through their interactive game at Homecoming Expo which is good! They also helped Frontier College promote their literacy Program. Upcoming events include helping the AWWCA in their peer-to-peer program, and the annual Pumpkin Hike. Challenges revolve around neighbourhood safety, and police emphasizing that many students should take more safety precautions. SCSN is looking to a potential educational campaign so students know which safety precautions to take.

SWHAT – *Sowmya Karthikeyan*

SWHAT usage has gone up significantly this month. While September is always a busy month, they've seen a lot more off campus walks likely due to the Westdale break-in incidents. SWHAT is therefore opening up volunteer applications again, so they can have more walkers available and reduce the strain on their existing volunteers. Upcoming events include a picnic on BSB field for volunteers, and a Humans of SWHAT campaign after reading week. A current challenge, other than volunteer burnout, is volunteer retention with some returners dropping SWHAT given the increased service usage relative to past years. However, SWHAT is continuing to brainstorm solutions to this, and they're hoping more volunteers will help! Sowmya has been really great so if you have any ideas for SWHAT please reach out!

PCC – *Miranda Clayton*

October will include Pride Week, so this will be a busy and exciting month for the PCC! Volunteers just began tracking service usage with a shift log binder and they've had pretty consistent usage with 1-2 people accessing the space per hour. This number is expected to grow with continuous space promotion. Since the last PCC EB report, they hired and trained volunteers, completed the space renovation, and carried out a very successful Pride Rep Network project! Hiring and training for PCC volunteers took more time than expected, so events have been pushed to early October – they had a Twilight movie night October 3rd and will be running an LGBT Dictionary campaign. Pride Week will be October 29th – November 2nd, so get excited! A challenge Miranda's been facing is some volunteer dropout (they've picked up some more volunteers since), difficulties with the Underground (Wooder was figuring this out), and a lack of space resources relative to the other peer support services who've had much longer to build their space.

Maroons – *Dan LaFrance*

With Welcome Week and Homecoming so close together, Maroons had a very busy first month! In addition to participating in these two large events, Maroons also had their Year Long Training with near perfect attendance. They also helped with Sidewalk Sale, Clubsfest, and continue to have a presence at Varsity Football Games. The HOCO contest they ran received nearly 300 comments, so their presence on Facebook and Instagram continues to be large. Challenges include volunteer retention and turnout, so they've implemented an accountability tracking attendance sheet. In addition, Maroons have always found Clubsfest challenging given that they have to teardown, transport, and load all the tables, which is an excessive amount of work for them. Upcoming events include a FYC coffee house, streaming games and movies in MUSC atrium, intramurals, a Fantasy Sports League, and a Maroons in MUSC interview series.

Maccess – *Hilary Zоргdrager*

Maccess is off to an excellent start this term! They have 3x more volunteers than last year and service usage has been way up this year (they're almost out of seating every day they're open). Since many folks show up to the space as soon as it opens, they're considering opening the space earlier (10:30 instead of noon) – they have the volunteers to do so. Hiring and training did take a little longer than expected, so their community focused events will be a little later in the term. Their first event in collaboration with the Equity and Inclusion Office was at full capacity, and they had a Colouring & Complaining event with SAS that we'll hear about the next time they report to EB. Maccess is also implementing drop-in hours with guests from university resources to help folks with disabilities navigate SAS, SSC/CAPS, and graduate school applications. Hil and the Maccess team have been stars!!

Diversity Services – *Mijia Murong*

Diversity Services was reported on last SRA meeting. Since then, they've continued to build a cohesive team and rethink the team structure. Mijia has concerns that the Indigenous Affairs executive position has been tokenizing, so they're looking at how to better include Indigenous students' perspectives. They're also re-thinking the management of the Bridges Space, and a long term idea to create an equity-seeking-group conference for undergrad students. They've also continuously trying to improve AOP, and are now looking to implement a feedback form.

Mijia has continued to attend PACBIC meetings; Diversity Services has delivered AOP to services including PCC, SHEC, Spark, WGEN, and Maccess; and Bridges has hosted 9 events.

Diversity Services and PCC are looking towards a collaboration in the future. Mijia has also started to meet with the Services Committee for their service review.

Upcoming Diversity Services events including a Video on Trial where they'll discuss ableist tropes seen in the genre of horror as well as a social political advocacy campaign to celebrate indigenous artists during Thanksgiving. Their Voluntourism campaign is in the works, and they hope to include action-items and impact in this campaign. Through the Interfaith Council, Diversity Services will also look to host some projects, including an Interfaith coffeehouse coming up which Diversity Service execs will be helping on.

Volunteer applications for Diversity Services are live, and volunteers will be trained and hired by the end of October. They're found a lack of engagement with volunteer hiring, so they might extend volunteer hiring to after reading week.

Lastly, keep an eye out for Diversity Service execs in their lovely bright yellow shirts!

Spark – *Jane Luft*

Spark had a very busy September! Over the summer, Spark hired and trained a team of 34 volunteers (from 163 applications) who helped with tabling during Welcome Week, the Night Before Classes, and Clubsfest, all events that helped with recruiting students. They circulated their first guidebook by Welcome Week focused on taking care of yourself during busy times. They reached full registration capacity, and have about 45 students pre-registered for next semester which is really exciting! However, they've been having problems with session attendance (3-4 students per session instead of 8-10) which is unusual this early in the year. Their newly introduced Hike and Hangout event was a big success with a maximum turnout.

Their upcoming projects include guidebooks, spark ambassadors (first years to advertise Spark), a study session academic event in collaboration with Macademics, and planning their annual First Year Formal.

Something to keep in mind is that their advertising and promo budget will go up significantly this year because it's the first year they don't have an "in-team" graphic designer. This was an unusual situation that caused Spark's year-over-year promo budget to be much lower, but this change will be reflected in future budgets. Another challenge has included ensuring volunteers are available to attend their weekly training, however, they're working to work around these issues.

WGEN – *Jocelyn Heaton*

WGEN was really active in September, with Welcome Week, hiring and training volunteers, their space opening, and their first two events. Volunteers have been filling intake forms at a rate of about 75% to track service usage; service usage is aligned with last year's numbers but this is likely understated given that not all volunteers have been filling them out. In 2 weeks of operation, they've received three disclosures of sexual violence. The new volunteers have been very impressive, and have not hesitated to ask Jocelyn questions when they've had any. Their Facebook page has been steadily increasing since the beginning of Welcome Week and their Instagram launch has also been a success. WGEN events during Welcome Week included tabling in combination with Maroons which was very successful, and a keynote with Rania El Mugammar who spoke about rape culture which was a niche event that saw a lot of meaningful engagement with the people who did attend. A continuous challenge has been hosting events in

combinations with other campus partners due to communication difficulties. There were also concerns with concert DJs during Welcome Week playing music with racial slurs.

The WGENius event had a great turnout with lots of new faces, while their event in combination with OPIRG saw much less engagement. In the future, WGEN will avoid planning events in such short timeframes given that it brings difficulty in effectively promoting. Homecoming was disappointing from WGEN's perspective – the location was hot, there was no space to get air since the outdoor area was blocked off due to incidents of intoxication, and there were concerns on slow emergency response. Security and police also presented some challenges, and Jocelyn will likely be pursuing a complaint against two of them. WGEN does not think police should be inside the venue, but they can be called when needed.

WGEN will be hosting their annual Spooptacular night at the end of October, Transforming Mac week from November 19th – 23rd, and an event with McMaster Womanists. They're working on updating their library catalogue and reviewing event collaboration requests.

Jocelyn provided Kristina with criticism and points of improvement on peer support training weekend for volunteers, specifically regarding a lack of communication and poor training structure.

Other

That's all for the services folks! It was a long read, but I hope you enjoyed it and actually got to the end.

Best,

Tasneem Warwani
SRA Arts & Science Caucus Leader
McMaster Students Union
sraartsci@msu.mcmaster.ca



REPORT

From the office of the...

Vice-President (Finance) & CFO

TO: Members of the Student Representative Assembly
FROM: Scott Robinson, Vice-President (Finance) & CFO
SUBJECT: SRA 18H Report
DATE: October 6th, 2018

Dear Members of the Assembly,

I want to thank you once again for allowing me the opportunity to work in this role. I'm incredibly grateful for this experience, and walk to work every day excited to enhance the MSU and the student experience. After almost 6 months, I am proud of the progress I have made, and am sincerely thankful for the amazing team I have working with me – including the Board, our amazing full time staff, the absolute superstar student employees we have this year, the hundreds of student volunteers that provide strength to the MSU, and our collaborators within the University.

I'm excited to report to you on the successes and findings from my time as VP Finance so far. I look forward to your feedback, and am happy to answer any questions that you have!

PROGRESS ON YEAR PLAN

Student Activity Building

On September 14th, we took part in a ceremonial groundbreaking for the Student Activity Building and Athletics Expansion project. Construction is set to begin before mid-November, and the SAB is currently projected to open in the Fall of 2020.

In April, I presented an operating policy for a new ad-hoc committee, which was approved by the SRA at meeting 18C. The SAB Student Consultation Committee has been hard at work since its inception in June. Led by the AVP Finance, Alex Johnston, the committee released an online survey which garnered over 900 detailed responses. This is over a 105% increase in responses from last year's online survey! A large portion of this increase can be attributed to the extensive promotional campaign that was run. This included an engaging video which was seen over 6,800 times, as well as on the ground advertising and a new snapcode strategy which allowed students to scan a rave card and immediately be sent to the survey on their phones! The committee is expected to submit a report detailing their findings from the survey at the upcoming SRA meeting on October 28th.

Recently, we've been working with the Student Affairs department to determine an official process for the naming of the facility. Although "Student Activity Building" was the name given to the project during its initial 2016 referendum campaign, both groups thought it important that the name be given proper consideration. As such, we have

developed a process which we feel allows students to have their say in naming the building. In the online survey released this year, students were asked for suggestions on the name of the building. This information will be compiled, and from it, a list of possible names will be derived from a committee of both MSU and University members. These names will then be presented to the SRA and the University's President/Vice-President's council for approval. Finally, during the January 2019/20 Presidential election, students will have the chance to vote from a list of options on their preferred name for the building!

We've also reinstated monthly meetings with the University to provide updates on the projects, as well as discuss points of interest and make collective decisions in advance of design team meetings.

Ikram, Alex, John McGowan (MSU's General Manager), and myself will continue to actively participate in the design committees for both the Student Activity Building and the Fitness Expansion projects. There are numerous decisions to be made regarding interior design, furniture, exterior landscaping and the managerial structure in the upcoming months.

Student Life Enhancement Fund

Since the beginning of my term, I have worked diligently to ensure that the Student Life Enhancement Fund is a project which accurately reflects the desires of students. As such, I have been working proactively with Sean Van Koughnett, Associate VP (Students and Learning) and Dean of Students, to create a successful project plan. Together, we redesigned the timelines for idea submission and voting, put in place a sustainable promotional structure, and have outlined a detailed idea vetting process.

The idea submission portal opened this week, and you can submit your ideas at enhance.mcmaster.ca. The idea submission portal will remain open through the first week of November. Throughout this time, the finance committee will execute a promotional campaign to educate students about SLEF and promote the idea submission opportunity.

From November to January, a subcommittee of the Student Services Advisory Committee will vet the submitted ideas. This process will look at an idea's feasibility, cost and secure commitment for implementation should the funding be allocated. The subcommittee will be comprised of both MSU and University members.

The online portal will open again in January, when students can vote on the ideas that they wish to see allocated funding by SLEF. The finance committee, as detailed in the committee's bylaw, will again develop a promotional campaign to encourage students to vote.

With close to \$100,000 of university student fees allocated annually to SLEF, it's imperative that the process is effective. I'm confident that the plan we have set forward will lead to significant improvements to SLEF, and will allow for the final allocations from the fund to better reflect student desires.

TwelvEighty Developments

A key pillar of my election platform was the redevelopment of TwelvEighty Bar + Grill. We worked to update the menu, renovate the event space, redesign the promotional structure for the business, and have hired additional full time support to ensure it's successful operation.

Throughout the months of July and August, the MSU's Food and Beverage Manager, Rick Haja, along with Chef Stu Gold, John McGowan and myself redesigned the TwelvEighty restaurant menu. I hosted two focus groups with students from a multitude of backgrounds, experiences and opinions. During these sessions, students were asked to compliment and critique the current menu. This information, in addition to sales data from previous years and notes from past customers and staff allowed for us to eliminate slow sellers on the old menu, and develop new dishes which customers would enjoy. It was also a focus of ours to ensure that the new menu provided more options for vegetarian, vegan, halal and gluten free customers. Overall, the response to the new menu has been overwhelmingly positive from both old customers and new. Additions such as the Osaka bowl have been high sellers on the menu, and bringing back items like the Spinach Dip and Waffle Fries came with much applause.

It was also a goal of mine to restructure the promotional and advertising arm of the service. In my opinion, in order for a business to be successful, especially when your customer base rotates every four years, effective and prominent advertising is incredibly important. As it stood last year, there was not an individual working within the TwelvEighty team that was responsible for advertising and promotions. That job had been handed to Campus Events to promote their Nightlife events, and the Restaurant Manager would upload a photo of the food specials daily. The Grind saw success last year, when it hired a student manager to oversee it's social media accounts, and I sought to replicate and improve upon this model. After thorough consultation with the TwelvEighty management team, previous employees of the service, our Operations Coordinator and our Marketing & Communications Department, I submitted a proposal to Executive Board for a new student job – the “TwelvEighty and the Grind Promotions Coordinator”. Following it's approval, we conducted a wage review process and a hiring process, eventually hiring an incredible individual for the job in late September. This individual will be responsible for the implementation of marketing campaigns for TwelvEighty and The Grind, as well as oversee both businesses online brand and content.

On my election platform, I also outlined my plan to replace the flooring in the event centre. In April, the SRA approved the 2018-19 capital budget, which included \$17,000 for improvements to the event centre space. As soon as I began in May, we initiated the process of upgrading the flooring through Facility Services. The plan was to extend the high quality flooring used in the Grind across the entirety of the space. After extensive consultation with our internal teams as well as the project manager from Facility Services, it was clear that it would be valuable to add an additional task to this project. At the SRA meeting in June, I sent a capital allocation to the SRA for approval for the sum of \$10,070 which would allow us to demolish the existing stage and install the same flooring across that space as well. The SRA voted to approve the funding allocation, and I worked diligently to ensure that the renovation would be complete in advance of the Horizons conference in late July. I'm happy to say that after some slightly stressful bumps in the road, the project was completed within our desired timeline, has been received to gracious praise from all parties, and came in slightly under budget by \$180!

In connection to this, I have recently begun collaborating with a group of seven final year Civil Engineering & Management students on their 5B03 management capstone project. Their project involves them acting as contract consultants to analyze a business and provide innovative solution recommendations to it's pressing issues. We've decided to

focus on TwelvEighty for their project, as a review of the business model, and plan to optimize space were important projects on my election platform. I began meeting with them in late September, and have continued to provide support to their project through financial data, historical and managerial context and strategic vision. A phase 1 report will be complete in early February, with a final report due in early December. The findings of this report will then guide the work that the MSU will do in the second semester to determine the feasibility of a Grind expansion, new operational strategies for TwelvEighty and space optimization.

As a part of my plan to create a long term food and beverage strategy for the MSU, we have been evaluating the full time staffing structure in the department. One area we identified as a place for additional staffing support was within the TwelvEighty kitchen. Last year's structure involved the Food & Beverage Manager overseeing a full-time Kitchen Manager who led the team of student staff. All members of this team expressed that there was a need for additional full-time support to help in the day-to-day leadership of the kitchen. As such, we have hired an Assistant Kitchen Manager who helps on the line, as well as with the training of staff and overall daily leadership. The creation of the long term strategy is ongoing and will conclude with a detailed report submitted to the SRA in the second semester.

Since opening in September, the restaurant has been noticeably busier than in recent years! Lunch is currently very busy, with very few tables (and sometimes NO tables) available for people walking in. Dinners have also improved to a lesser extent. In addition to this, event bookings for the space have increased as well! I'm excited to see the impact of the Promotions Coordinator role, and expect that this will drive additional traffic into both TwelvEighty and The Grind!

Upcoming projects for the continued development of TwelvEighty include initiating the group sales strategy, utilizing the \$5,500 set aside in the capital budget for restaurant revitalization, and upgrading the sign outside of TwelvEighty to a dynamic electronic screen.

Homecoming

I'm a big fan of the vibe that Homecoming celebrations create on campus. I love the celebration of Marauder pride that is instilled in students during homecoming weekend. In recent years, the MSU has made numerous attempts to find a formula for homecoming events that fit student needs. We've tried a Friday night concert and a Saturday morning concert – with great success on the Friday night but considerably lower attendance on Saturday morning. We've tried a Friday night concert with a Saturday night concert – with great success again on the Friday night, but considerably lower attendance on the Saturday night. Coming into my role, my plan was to encourage innovative solutions to creating a homecoming experience that students would enjoy.

From these conversations came the solidification of the Westdale Street festival on the Saturday. The leading thought was that on the “real” day of Homecoming (the Saturday during which the football game takes place), a concert isn't what the majority of students want to partake in. A concert is often a slightly passive experience, where you go to watch an artist. Through numerous conversations, we found that the Saturday of homecoming was instead a time where students wanted to be a part of the social experience. In collaboration with the Alumni Association, and with the support of the Westdale BIA, our Campus Events team began planning the first Westdale Street

Festival.

Overall, in my opinion, this was a good trial year for the event. Although attendance at the event never reached what some might call a “successful capacity”, the event was well planned and the concept has great potential. We planned strategically to have numerous photo booth opportunities, and planned passive entertainment like DJs so that students could walk through the space and mingle. For next year, suggestions have come forward that we make the event during a shorter time frame, and that there be a draw to bring in an initial crowd. My suggestion for next year is that this should come in the form of a larger name artist that people are excited to see, early in the morning, in Westdale for free. With a large open space, where students are not confident or feel obligated to stay and watch (because they bought a ticket), it would be an opportunity for McMaster students to come together early in the day, in a controlled environment and kick off the street fest celebration.

It should also be noted that Homecoming took place much earlier this year than in recent years. Having only a one week break between the end of Welcome Week and the beginning of Homecoming proved to be an extremely short turnaround for our Campus Events and AVTek staff. They should absolutely be commended for their commitment to the student experience, and for the extra work they put in to ensure that events were successful.

Clubs

Throughout the summer, I worked with our Clubs Administrator, Josephine Liauw, and the accounting department to develop a new process for clubs funding reimbursements. In recent years, clubs would submit their purchase receipts to the Clubs Administrator, and the that role would then have to engage in a lengthy and mundane administrative process to get the club their reimbursement. During my research for my election platform, it was found that reimbursement related tasks often took up 6+ hours a week of work for the Clubs Administrator. With our new process, and the administrative work being done largely by the Accounting Clerks, we have alleviated this burden from the role. Although we have not yet seen the benefits from this change - as most clubs submit begin to submit for reimbursements in the late fall - this should now allow the Clubs Administrator to focus more heavily on clubs-specific projects and improvements that they are passionate about.

The AVP Finance, Alex Johnston, took the lead over the summer in leveraging the massive purchasing power of our 400+ clubs to create discount opportunities across Hamilton. She perused through hundreds of clubs reimbursement forms to narrow down on spending needs that were common across clubs, and then set to work building relationships with companies that could provide discounts for clubs. The system was presented to clubs at the mandatory President’s Club Training in September, where the system was explained, and a physical rave card was given to all attendees. Information is also available online regarding the discounts, and many questions have been received by the clubs department! This new system will allow clubs to save money on common expenses, which will in turn allow them to have more money to spend on improving their clubs experience!

Last year, the clubs department ran an information session in March to teach clubs about best practices in fundraising and securing sponsorship. The feedback from this events was overwhelmingly positive, with notes that it would have been incredibly useful

to have that information available to clubs earlier in the year. As such, Josephine and I began brainstorming a workshop series which would be beneficial to clubs members. On September 18th, we hosted the first of these events, which was split in to two sessions. The first was led by Alex, the AVP Finance, and focused on budgeting and clubs funding opportunities. The second focused on community engagement and off-campus sponsorships. Attendance at these sessions was great, with over 80 people estimated to have been in attendance. Alex received a long line of follow up questions and inquiries from the event, and she was even kind enough to sit down with some clubs to help them with their budgeting process! We will be running a second event in the coming weeks, with sessions focused on event planning and effective promotions.

In early June, we released the first of three feedback forms for clubs this year. We received 84 responses to this survey, which focused on the individuals knowledge of clubs support services, how they would rank the quality of support given by the department, and asked for general comments, feedback and ideas for improvement. After reviewing the responses with our Clubs Department, we found that the responses were overwhelmingly positive! We will be releasing two more feedback surveys to clubs this year, in November and in March.

In October, Josephine and I spent a lot of time together allocating the annual funding grants for clubs. At the end of the day, we were successful in our plan to fairly allocate \$100,000 in grants. However, there were many areas throughout this process that I felt were in need of improvement. I have already included my thoughts in my ongoing transition report for the next VP Finance, and will ensure that improvements to this process are a priority in my consultation meetings with prospective candidates for the role next year.

HSR and Presto

For the fourth consecutive year, we have implemented a new distribution and customer experience system for the student HSR U-Pass. Over the years, we have moved from a sticker on student cards, to a two card system, to picking up a presto card at the Campus Store, and now to an online pass loading system through Mosaic. New students are eligible for a new Presto card from the Campus Store, while returning MSU students could access a tile on Mosaic to redeem a voucher code which they can load onto their Presto card. The development of this new system came with a summer full of planning meetings, portal redesigns, promotional strategizing and implementation scenario trials. Overall, the process seems to have run quite smoothly. One areas for improvement is that for the first three weeks of school, the line at Compass was incredibly long, with the large majority of questions regarding the HSR pass. I will continue to work throughout the year to improve this system.

This was a massive project, and a collaboration between Presto, the HSR, McMaster Financial Affairs, the Campus Store, the GSA and the MSU. From our team, I'm grateful for the leadership of Debbie Good from Compass, our General Manager, John McGowan, and the communications department.

Conference Fund

As the past chair of the Sponsorship and Donation Committee, I saw first hand the opportunity that the MSU has to impact a students learning experience through the attendance of incredibly impactful conferences. In my election package, I outlined that it would be a priority of mine to implement a program in which the MSU operates a fund

specifically designed to support student's attendance at conferences. As the current chair of the committee, Alex Johnston has been a great collaborator for this project. Together, we are examining avenues through which we can support this goal. Currently, we are redesigning the Sponsorship and Donations application forms provide more fruitful information, and with this we are examining the possibility of specifically allocation portions of the fund for donations, sponsorship and a conference fund. This work will likely come to an Executive Board meeting before the end of the semester.

Budgeting and Financial Trends

I have been developing a plan to increase the effectiveness of the MSU's budgeting process. It is critically important that the operating and capital budget be approved by the Student Representative Assembly, however from my experiences as an SRA member, an AVP and as a member of the Board, I see glaring areas for improvement. Most notably, the operating budget is presented to the SRA at their second meeting in April, in advance of this, the new SRA has received no financial literacy training, and is officially informed of the goings on of the MSU only through the training run by the outgoing speaker on assembly procedures. To me, this clearly does not allow for a fruitful discussion on the impending votes for the allocation of over \$3,000,000 of student fees. I'm looking forward to introducing new processes to the budget approval process this April, which will include an in depth organization overview of the MSU, as well as financial literacy training for new SRA members to understand the documents which they are voting for.

The MSU is audited by a professional accounting firm annually. This year, KPMG spent weeks combing through our 2017-18 operations and has submitted a detailed findings report. I will be submitting this report and it's findings to the SRA at the upcoming meeting in late October, and the information will be readily available online.

Throughout the summer, we conducted an internal financial analysis to review the MSU. We created documents detailing the 5 year trends for each department and service under the MSU, and have released these to each respective department manager. When we begin the budgeting process in January, these documents will provide a detailed understanding of each department and service, and will allow us to more extensively review the trends of the organization before planning for the year ahead.

The Grind

Much of the work that I've done regarding The Grind was touched on in the TwelvEighty section. However, there are still a few smaller projects I'd like to update you on.

Before the school year began, I worked with AvTek to install a sound system within the space. We've expanded the products offered to include specials such as cold beverages, additional baked items and a new featured crepe. We've extended the hours – the Grind now opens at 8am to service new morning patrons, namely university staff who's work begins at 9am and early rising students.

Over the next few weeks, we will be taking steps to improve the space including renovations of a few furniture items and a more prominent tie between the MSU and The Grind.

Communications

One of the key functions of our union is that we must ensure that we are communicating

effectively with our students and operating transparently. As such, I made it a key focus of my campaign to modernize our communications strategy and improve our communications processes.

I now meet weekly with the communications team and the board to plan our promotional plan for the week and strategize for future campaigns. This has proven very beneficial, as these meetings allow for weekly fruitful discussions on communications and promotional strategy.

At the most recent SRA meeting, we approved the operating policy for a new ad-hoc committee brought forward by Eric Shingleton-Smith. The Communications, Advertising and Student Engagement Review Committee will review the methods we currently use to promote services, business and provide updates, as well as solicit feedback to improve our communications processes. After an extensive review in the fall, the committee will then move into it's implementation phase. We will work to implement the recommendations made in the first phase to improve the MSU's capacity and strategies for communications, advertising and student engagement.

Throughout the year, I've made it a priority to invest in technology which will drive our content creation and promotional capacity forward. We're purchasing new audio equipment, a camera stabilizer, a new camera lens and other items to improve the quality of content created.

We released the first of four planned update videos from the Board in late August. The video provided an avenue for the board to talk about the projects we had worked on throughout the summer, and shared updates in advance of Welcome Week. This first video was viewed close to 3,000 times, and we're looking forward to releasing more update videos in November, February and April.

The Silhouette and CFMU have made considerable steps towards the creation of more engaging online content as well. With the addition of the Digital Media Specialist role last year, we've dramatically increased the services capacity to create digital content. For example, the Sil recently released a video informing students about the new nap space in MUSC, and the video was viewed over 8,600 times! Within CFMU, their 60 seconds series, TOP 5 and recap videos consistently garner between 1,000-2,000 views!

Finally, it has been a goal of mine to modernize our social media strategy. With the new addition of our Instagram account, we have made considerable steps to garner a following on the account. Throughout Welcome Week and Homecoming, our communications team ran campaigns to drive more followers to our Instagram account. We've also developed weekly plans for Instagram stories, including a story takeover template, presidents page updates and co-story sharing strategies. This is an ongoing process, and the CASE committee will undoubtedly provide considerable support to this project.

Welcome Week Rep Support

One of my first projects this year was to develop a pilot project within the Welcome Week Advisory Committee which would work to support reps during Welcome Week. There were two main arms to this project: decrease the financial barrier of being a rep for students, and provide access to essential items during Welcome Week. As such, I was able to secure \$23,500 of funding from the Welcome Week Levy's 2017 surplus to fund this pilot project. With this money, I purchased numerous items for reps including

840 bottles of Gatorade, 1440 Clif bars, 116 bottles of Aloe Vera, and 153 bottles of sunscreen. We also rented a moveable water station, supported 5 days of pancake breakfasts for reps, funded the lunches for faculty reps on faculty day, and perhaps most notably we initiated a subsidized lunch meal program through TwelvEighty. On two days of Welcome Week, reps were able to come into TwelvEighty, and pay only \$5 to receive a hearty lunch (real retail price between \$8-\$11).. Through this program, we were able to feed over 670 reps during high activity days. I presented my recap of the pilot to the Welcome Week Advisory committee in September, and have received a commitment from the group to revisit the programs sustainability for future years in November.

Online Ticketing

We've been hard at work developing an internal online ticketing platform for the MSU. This system will be able to be utilized by our services such as Campus Events, Charity Ball or First Year Council, as well as our clubs and the faculty societies. After numerous stages of development, we tested the online portal and scanning system during Welcome Week and Homecoming. Ideally, the system would have worked flawlessly, and we could start promoting the new service to other groups. However, there are still some areas of improvement before we feel as though the system is ready to be utilized by external groups. As such, we are continuing development, and will continue to test it until I am satisfied with the systems quality.

Despite this, I am incredibly excited for the opportunities that this new service will provide both for the MSU and for student groups on campus. Once complete, we will be able to provide an effective online ticketing solution, at a significantly lower cost than external vendors. This system will provide new work for Compass, and drive the MSU into the future of event support.

Underground

Over the summer, we instituted some changes at Underground Media + Design to make the customer experience better. We've redesigned the layout and line structure of the space, moving the printers along the side walls and a bank of customer computers in the middle. This has provided a much smoother system for line control and movement within the space. Additionally, we replaced old printers with newer, faster, shinier printers which has made the customer experience faster and more intuitive. We also designed a new service pricing screen network behind the service desk, which has proven beneficial in providing information to customers about our prices and services. Finally within the space, we rewired our data ports and updated the Wi-Fi router system to ensure that the computers and point-of-sale system are running at a reliably fast speed!

After the departure of our Senior Graphic Designer this summer, we underwent a hiring process to find a candidate that would strengthen the Underground team. From this, we also hired a new individual for the Graphic Designer position as well. I sat on both of these hiring boards, and I am confident that the hiring decisions we've made have set the foundation for an incredibly strong team in the graphic design department!

This year, the Underground team reimagined the layout for the Almanac, the agenda that is produced annually by the MSU. After an extensive process to understand how students wanted to use the resource, the team redesigned the page layout to ensure that the book was both useable and informative. We sold ads throughout, most of which were placed at the back of the book and provided coupons and discounts to students. 14,000 copies were printed this year, and for the first time in many years, all copies have

been either distributed or picked up before the end of September. To me, this proves that the changes made by the team to the Almanac were incredibly positive and that the project has a strong future ahead of it.

We continue to see the benefits of the Campus and Community Partnerships Coordinator role within the Underground. Following it's first year last year, the role has created extensive sponsorship packages which it uses to sell the MSU's sponsorship opportunities to potential clients both on and off campus. This includes ads in the Silhouette, CFMU and the Campus Screen Network, as well as on campus event activations and event sponsorships. An notable addition recently has been a trial run of sponsored articles in the Silhouette. So far, we have invited the Student Success Centre and the Alumni Association to draft articles which are clearly marked as sponsored content, and published those in both the print and online publications.

CFMU

In early October, the CFMU Community Outreach Coordinator, Brian Zheng and I hosted two focus groups to learn about students experiences with audio content and podcasting. As we are currently exploring the future growth opportunities for CFMU, these sessions proved to be extremely beneficial. CFMU already posts all of it's radio shows as podcasts to it's website immediately after airing, so our goal was to explore how to better present this content to the student demographic. Over the next few months we will be exploring next steps.

We've also updated the online radio content logging system, to better adhere to CRTC standards and requirements. As a radio host for the past 12 months, I have utilized both systems and can confidently say that this updated system is much more user friendly for new radio hosts and students.

Campus Events

As touched on in the Homecoming section, late August/September was an incredibly busy time for our Campus Events staff, and they should be commended for their commitment to their jobs and to the improvement of the student experience! A non-exhaustive list of the events they've hosted in the last 47 days include: MacConnector, Monday Night Lights, Headphone Disco, Airbands, Majid Jordan concert, MacFest, Bedracers, Faculty Fusion, Sidewalk Sale, two trivia nights, two club nights, a karaoke night, a discover new music night, the homecoming expo, Roy Woods concert, the Westdale Street Festival, the poster sale and the PJ parade. Coming up this month, they are hosting a karaoke night on October 16th, a Discover New Music night on October 25th, an escape room event on October 31st and an all ages Halloween Club Night.

A major project was reimagining the programming within TwelvEighty Bar & Grill. In the past few years, we have seen a dramatic downward trend in the attendance of our club nights, which were once incredibly popular. Opinions on why this has happened are numerous, and I have been engaged in continuous conversations with students and staff from all experiences regarding their opinions on this trend. As a team, we've decided to diversify the programming within TwelvEighty this year, adding more all-ages club nights, karaoke nights, trivia nights and live music nights. After one month of running these events, we have seen some success and learned some important lessons. The trivia nights have been a massive success, with the entirety of the event centre being full for the Harry Potter trivia night on October 7th! For the karaoke nights, we saw adequate attendance at the first event on September 18th, from which we have now reimagined the

layout of the event to hopefully provide a better experience. The first Discover New Music Night saw a very low number of attendees. The team has made some changes to the promotional plan, as well as the space layout and the artist style. On October 2th they will host a night focused around up-and-coming Pop artists, with a more notable headliner than the Rock night.

Alcohol focused club nights have continued to prove unsuccessful, with significantly low attendance numbers and seemingly little interest from the student population. Last year, we saw success with planning all-ages club night events with no alcohol service. After an incredibly successful club night during Welcome Week for first year students, we have planned two more all-ages club nights for first semester, Halloween and November 29th. I'm looking forward to seeing how these events turn out, and believe that if successful, this is a great direction for TwelvEighty programming in second semester

Union Market

Union Market has seen some of it's most successful months in recent history. This can be attributed to strong and diligent leadership, new products, a new look, new events and an adjustment of the product pricing!

We've signed on to a product deal with Pepsi, which has lowered our per unit cost of items, and has provided us with additional funds for promotional items and campaigns. In July, we repainted the store to modernize the look of the physical space. This is coming as part of a multi-phase plan to modernize Union Market. We have also updated much of the signage and iconography within the space to reflect a new vibe. Over the next few weeks, we will install new pieces that continue work on this plan.

On September 10th, Union Market held it's first *event* in recent history. "Bagels, Brews & Beats Blowout Bonanza involved a live DJ in the space, double stamping on coffee cards and \$1 large coffees! This proved to be successful as a welcoming event for new and returning customers!

OTHER

- I sit on a design committee to reinvision BSB & JHE field which is really cool.
- I've been looped in to conversations regarding the new residence building on Traymore, and am working towards sitting on the official design committee.
- I continue to be a member of the steering committee for Hire McMaster, which is continuing it's first phase to bring more employers to campus and encourage new employers to hire McMaster graduates
- Welcome Week takes up a surprising amount of time for the VP Finance, as a member of the Welcome Week Advisory Committee I sit on numerous project groups and have been involved with many decision making processes. My current objectives on this committee are to produce a financial transparency report for the Welcome Week Levy, ensure the sustainability of the Rep Support Program, and investigate the opportunity for student planners to be paid equitably across all groups.
- I'm working with VP Administration, Kristina Epifano on plans to make the SRA more accessible for students. We will be moving towards livestreaming meetings on Facebook, have created a process through which graphics are created to promote meetings, and have set up a structure with the Communications Officer to produce SRA recap videos.

-Diversity Services and I have been looking into the history of Bridges café, and the collaboration between Hospitality Services and Diversity Services. We will be upgrading the sound system in the venue, as well as initiating conversations for how Diversity Services can play a more prominent role in the space.

-If you google McMaster Campus Master Plan 2016, you can read all about the University's plan for space expansion on campus. Two of the ideas I found really interesting are they want to cover the arts quad in a glass dome, and they are planning to create a new mini-campus down by Lot M! Huh! Look it up and let me know your thoughts!

UPCOMING EVENTS, PROJECTS & ACTIVITIES

- Financial Affairs Council
- MUSC Fund Investigation
- TwelvEighty Group Sales
- Clubs Feedback Form 2
- TwelvEighty & The Grind Optimizations Project with Engineers
- January Programming
- New Residence Design Committee
- Financial Transparency Updates

Scott Robinson
Vice-President (Finance) & CFO
McMaster Students Union
vpfinance@msu.mcmaster.ca



Report

From the office of the...

Elections Department

TO: Members of the Student Representative Assembly
FROM: Returning Officers, Uwais Patel (CRO) & Emily Yang (DRO)
SUBJECT: First Year Council (FYC) Election Report
DATE: October 1, 2018

Hello Members of the Assembly,

We're thrilled to report for the first time in a long time, a report on the results of the First Year Council Election. As per Bylaw 10 - Elections 2.1.5, my department is required to relay to the SRA the results of each electoral period, including recommendations of the Elections Committee.

We are pleased to say that the FYC elections ran successfully without any major issues. This year was quite unique as we had an unprecedented number of candidates put forward their nomination form to run for a position. We had tons of student engagement and we also had a wonderful voter turnout as well. It has been really validating to see this outcome as it shows the hard work done by Emily and myself. It was also delightful to work closely with Melissa Paglialunga, FYC Coordinator.

We apologize that Uwais is not being able to present this report in person as it conflicted with a previously scheduled engagement, however Emily is more than capable of answering any questions you may have.

Should you have any queries, please do not hesitate to reach out.

Best,

Uwais Patel

Chief Returning Officer (CRO)
McMaster Students Union
elections@msu.mcmaster.ca

Emily Yang

Deputy Returning Officer (DRO)
McMaster Students Union
elections_dro@msu.mcmaster.ca

Elections Department

RESULTS

Below are the results of the First Year Council Election ratified by the Elections Committee. Please note that these results are *unofficial* until the appeals process has been exhausted.

Chair:	Ajay Gandhi
Vice Chair Internal:	Jennifer Tran
Vice Chair External:	Angelo Marmolejo
Vice Chair Events:	Leah Kogan
Bates Residence Chair:	Charlie Violin
Brandon Residence Chair:	Jennifer Odenigbo*
Edwards Residence Chair:	Will Lee
Hedden Residence Chair:	Diana Dolghii
Les Prince Residence Chair:	Yar Al Dabagh
Mary E. Keyes Residence Chair:	Samantha McBride*
Matthews Residence Chair:	Jaiden Padda
McKay Residence Chair:	Bassil Issa
Moulton Chair:	Sophia Zhang
Wallingford Residence Chair:	Wendy Tang
Whidden Residence Chair:	Keshini Sri*
Woodstock Residence Chair:	Caitlin Gililand*

*Acclaimed

Position	# of Candidates Running
Chair	9
VC Internal	5
VC External	7
VC Events	9
Bates RC	3
Brandon RC	1
Edwards RC	2
Hedden RC	3
Les Prince RC	3
Mary Keyes RC	1
Matthews RC	2
McKay RC	3
Moulton RC	2
Wallingford RC	2
Whidden RC	1
Woodstock RC	1
Total	54

The full breakdown of the results can be found using the links below:

- [Chair and Vice Chair Breakdown](#)
- [Residence Chairs Breakdown](#)

Quick Stats:

- 54 nomination forms were handed in
- 4 positions were acclaimed
- 4 candidates had withdrawn due to various reasons
- 46 candidates running in 12 simultaneous elections

Elections Department

Below is also a breakdown of the faculties each candidate was part of.

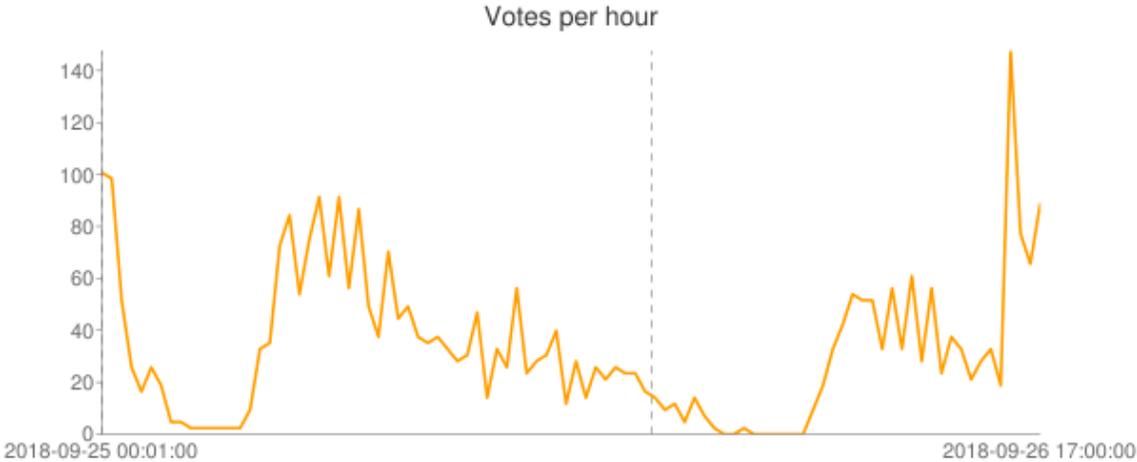
Faculty	Count of Candidates
ARTS & SCI	3
BUSINESS	10
ENGINEERING	4
HEALTH SCI	5
HUMANITIES	3
SCIENCE	22
SOCIAL SCI	7
TOTAL	54

Turnout

Chair and Vice-Chair Elections

Voter turnout for the 2018 MSU First Year Council Chair and Vice-Chair elections was **21.6%** with 1,373 students voting this year. In comparison, 14.6% of the first year population had turned out for the First Year Council 2017 Election. This indicates a rise of 7% in first year student voter turnout.

Faculty	Electors	Votes	% Voted
ARTS & SCI	70	53	75.7
BUSINESS	937	178	19
ENGINEERING	1432	249	17.4
HEALTH SCI	377	162	43
HUMANITIES	524	108	20.6
SCIENCE	1868	416	22.3
SOCIAL SCI	1163	207	17.8
TOTAL	6371	1373	21.6

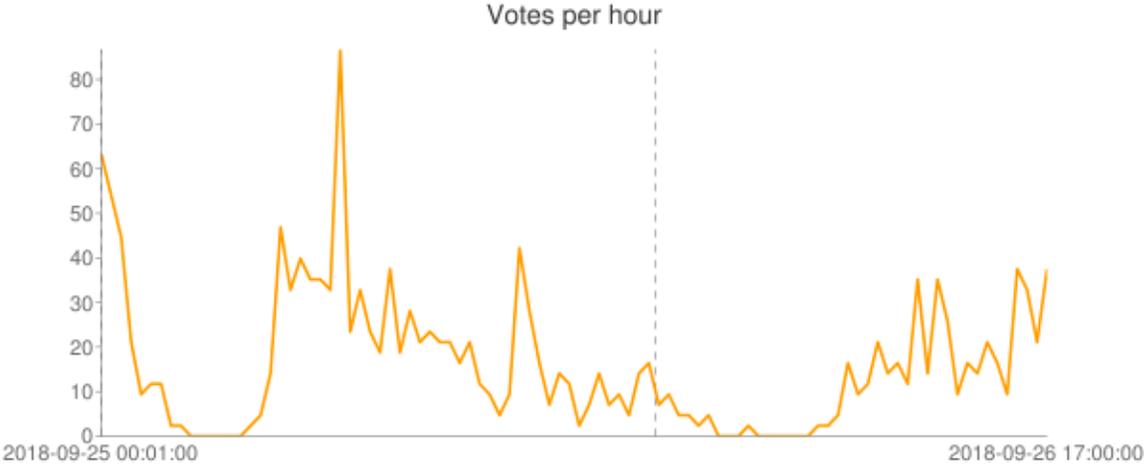


Residence Chair Elections

Voter turnout in total for Residence Chair elections was **31.8%** with 665 students voting. Unfortunately, past statistics for total turnout are not available as this was the first year we had implemented the residence chair elections on a single ballot with segmented voting.

Working with the Registrar’s Office and Housing and Conference Services, we were able to segment each voter by residence/faculty which allowed us to collect some useful statistics.

Residence	Electors	Votes	% Voted
BATES RESIDENCE	462	108	23.4
EDWARDS HALL	93	45	48.4
HEDDEN HALL	408	158	38.7
LES PRINCE HALL	371	89	24
MATTHEWS HALL	243	58	23.9
MCKAY HALL	268	101	37.7
MOULTON HALL	176	67	38.1
WALLINGFORD HALL	71	39	54.9
TOTAL	2092	665	31.8



PROMOTIONAL EVENTS & STRATEGIES

Elections 1A03

This event is designed to break down some of the information barriers that exists between students and running elections, particularly for first year students. In collaboration with Melissa Paglialunga, FYC Coordinator, this year we held two Elections 1A03 events: one in Clubspace and one in Moulton Hall on September 11th and 13th respectively. Both featured a rotational workshop similar to previous year's event, with SRA members, AVP, BOD, and previous FYC members leading rotations. Both nights had good turnout, with around 30-40 students attending each night. This event also served as a great opportunity to promote and encourage students to run in the FYC election, as many of the FYC nominees had attended one of the two sessions.

Nominations Promotion

This year, the effectiveness of the promotion of FYC nominations shone through the impressive amount of nominations we had (54), as well as the fact that we did not have to extend nominations for any seat. Promotion for nominations started with tabling at Clubsfest, where nominations packages were handed out at both the FYC and Elections tables. Through contact with Res Life, we put a blurb about FYC nominations and Elections 1A03 in the Residence Newsletter, as well as provided them with graphics and drafts of social media posts for Residence Life to share on their social media avenues. We also reached out to residence and faculty representatives, as well as SRA members to help promote FYC nominations through social media, word of mouth, and events. Posts were made in every residence's facebook groups, and a text was sent out through every residence's texting service. Some SRA caucuses held events to promote FYC nominations, such as SRA Health sci's coffee and cookies event where nomination packages were handed out. Promotion for nominations ran in conjunction with promotion for Elections 1A03, which was helpful as it allowed us to simultaneously advertise both opportunities.

Voting Promotion

This year with the implementation of Mac ID authentication, promotion for voting became more streamlined as it was possible to simply provide the link to the voting website on promotional material and in social media posts. This hopefully allowed promotional posts to be more effective as students would be able to access their ballot directly through their post. We took advantage of this by having posts with the direct link to vote in all official residence Facebook groups and the McMaster 2022 year group. As per new bylaw requirements, the the voting site was also linked on the MSU homepage and through a button on the main page of the elections website. In the future, we will work on continuing to have the link to the voting site accessible in as many places as possible.

Information Distribution

All information regarding the election was updated continuously throughout the nomination and voting periods on the MSU Elections website. As always, a list of nominees was made available on the website, with links to candidate social media pages if available. At the end of the election, unofficial results announced on the website and emailed to candidates, and the detailed voting breakdown was published.

ELECTIONS COMMITTEE RECOMMENDATIONS

Rule Changes/Clarifications

EC had suggested making some changes to certain rules to ensure clarity and consistency. Their full feedback is due after report needs to be submitted but nonetheless, we will be making some adjustments to our election rules.

SUCCESS

Voter Turnout

As mentioned earlier, voter turnout increased this year by a nice margin. Effective promotion, collaboration, and effort with our partners had helped us reach this feat.

Amount of Candidates

I am so so happy that this year we had a huge number of candidates interested in running for 16 different positions on the First Year Council. We've never had to run 12 simultaneous elections and keep track of so many candidates for FYC but it was worth it to see such an engaged bunch of students.

MUSC Posters

When we had realized that we had a large number of candidates running in these elections, I had promptly met with Lori Diamond, Administrative Director of MUSC to request an exception to the MUSC poster policy for FYC. We worked together to create an MSU Elections poster policy for FYC, Presidentials, and SRA elections: <http://muscmcmaster.ca/msu-election-posters/>.

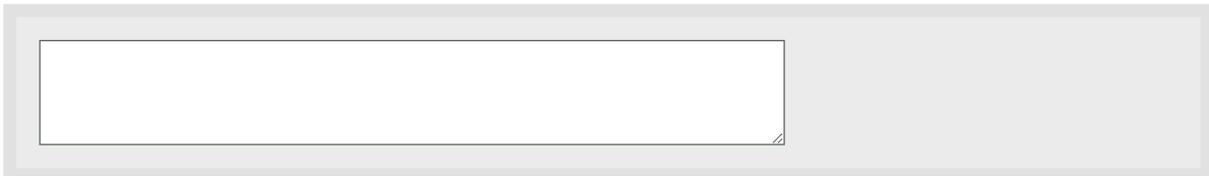
Feedback

A goal this year was to make feedback a priority and embed it into our elections process. I am incredibly open to feedback and if there's something I can change, I am usually up for it. Any sort of new statistics or information we can get from constituents is useful information. On the FYC ballot, we included the following **optional** question to see if there was something on the minds of first years in regards to the elections process. We received a lot of good feedback which I will be implementing in future elections.

Any quick comments or suggestions for the MSU Elections Department?

Anything written is **anonymous** voter feedback. The Elections Department will only be able to see the comments once voting has finished.

This question is **optional**. You may type your response.



After students had voted, they were directed to a confirmation screen that showed them their voting receipt and asked if they wanted to fill out a more in-depth Post-Election Survey. While we only received a handful of responses, it was still good information that will assist us in building an elections process that is accessible and in the best interests of students.

No Voting/ Email Issues

I'm incredibly happy to say that with the changes we have made to our voting system, there were absolutely no issues with students being unable to gain access to their ballot. Using the link to msumcmaster.ca/vote, students can now also use their McMaster login credentials to vote. Emails were still sent out to all students but are now complemented with the promotion of our new voting link.

I had only one candidate email informing me that their roommate in residence did not receive an email or have a ballot when logged into the voting portal with their Mac ID. Upon investigation, it turned out the roommate wasn't eligible to vote because they were not a level 1 student and an MSU member. This reinforces the notation that the system works properly which is a **huge** success.

CHALLENGES

Amount of Candidates

The sheer amount of candidates running in this election had resulted in us being more overworked than usual. As this is an election for first years, all them are unfamiliar with the MSU elections process which resulted in more election related inquiries, clarifications, and rulings. We tried to combat this by providing more updates than usual, creating and distributing election related resources, and responding to questions in a timely manner. Regardless, the amount of candidates running in this election presented challenges when verifying nomination forms, expense sheets, keeping track of complaints, and holding candidates accountable to run their campaigns fairly. Our usual work had more than doubled as we are overseeing and keeping track of 54 candidates.

Poster Issues

A communique was issued to Facility Services to not take posters down before the start of campaigning, however, it was misinterpreted and resulted in posters being taken down. Candidates had brought concerns to myself and within 24 hours, we had rectified the situation after contacting MUSC Administration, Housing and Conference Services, and Facility Services. Emily and I reached out to all candidates and developed a fair solution with affected candidates. Community Advisors with Residence Life were also unaware of new changes for posters in residence buildings and after speaking with our Residence Life contact, this issue was also corrected. For future elections, we will be giving MUSC, H&CS, and FS, a heads up to ensure this doesn't occur again.

Lack of Transitional Resources

One issue we faced was a lack of informative and in-depth transitional resources that explains how the department operates and how to make sure it functions properly on an election to election basis. Past transition reports were broad and didn't include information on the little things that matter — all candidate meetings, appeals process, reimbursements, etc.

This resulted in myself and Emily having to create new resources such as spreadsheets, formulas, and various process for our work to be streamlined. This will benefit us not only in future elections but will be incredibly useful for future RO's as well.

NEXT STEPS

Appeals Process

The appeals process for candidates who chose to appeal their violations and fines will begin on October 16, 2018. Should candidates be satisfied with the outcome of the appeals process, the election results will become official and our first major election will be over.

Candidate Reimbursement

Reimbursements for a majority of the candidates was actioned off just before the start of reading week. As some candidates had appealed their violations, some reimbursements are currently on hold while others have started to go through the MSU Accounting process. It won't be long before candidates can get their deposits/campaign reimbursements back.



MEMO

Date: September 25, 2018
To: John McGowan, General Manager
Scott Robinson, V. P. Finance
From: Maggie Gallagher, Comptroller
Subject: **AUGUST 2018** Finance Report for the SRA

The MSU is doing well financially having a liquidity ratio of \$2.49 of current assets to meet every \$1.00 of current liabilities. This is in part due to the healthy balance of investments that are held. The MSU is showing a net loss for the month of \$944,927 which is \$1,111,288 or 668% higher than last August's net profit of \$166,360. The main difference is the timing of this year's payment to ACL for health & dental. Net loss for the year has increased by \$167,661 or 10% over last year.

Administration & ICT

Admin is showing a profit for the month of August due to the advance of \$500,000 that was received. Admin also received \$9,500 from the McMaster Partnership Agreement. Admin's Mgmt. Training budget is overspent maxing out the budget at 122.58% or \$678 over the \$3,000 allotted. This overrun is due to the gender training session held for FT staff. ICT's expenses for the year are \$64,438 which is right on budget at 34.5%.

Business Units

The business units are showing a decrease in net losses for the year by \$23,902 or 36%. Union Market's net profit has decreased by \$3,856 or 23% from last year; Underground Media & Design is showing a net profit for the year which is an increase from last year by \$51,217 or 115%, and TwelvEighty's net loss for the year has increased by \$23,487 or 63%.

Zero Cost Centre - Child Care Centre

The Child Care Centre is showing a net profit for the month of August which is \$29,112 or 502% higher than last August's net loss. For the year, the Child Care Centre is showing a net loss which is \$24,015 or 323% higher than last year's net Profit. Total revenue for the month of August is up by \$29,739 or 57% due to Systems Priority funding received from the City. This money is used by the Child Care centre to help offset costs of running the centre and to supplement any improvements needed for extra toys and supplies. Total revenue for the year is up by \$10,996 or 4.5%, with most of the increase coming from parent fees and subsidies.

Committees & Services

Total combined net expenditures for Committees & Services for the month of August is up by \$19,890 or 16%. Total combined net expenditures for the year is up by \$80,635 or 23% from last year. As mentioned last month, most of this increase in expenses is from Executive's payment to OUSA of \$57,000 which wasn't paid until November last year.

Service Operations

Service Operations are showing a decrease in net loss for the year by \$124,690 or 45% over last year. Most of this decrease is due to Campus Events which is showing a decrease in net Loss by \$129,690 or 45% from last year's net loss. Again, most of the differences are due to the timing of payments for the various events held during Welcome Week and Homecoming. Overall, Campus Events is still under budget for the first 4 months of the year.

McMaster Students Union Inc.

For the Four Months Ending August 31, 2018

	2018-19	2017-18	2017-18	2018-19	BUDGET
	YTD	YTD	YE	Budget	Amount Used %
All:					
Administration & ICT	(180,859.40)	(212,608.72)	(1,932,266.64)	(2,093,340.00)	8.64%
Business Units - All	41,873.53	65,775.94	230,040.58	(87,830.00)	(47.68%)
Zero Cost Centres - All	16,586.20	(7,429.10)	16,245.90	27,295.00	60.77%
Committees & Services - All	432,734.64	352,099.96	1,359,583.97	1,359,335.00	31.83%
Service Operations - All	212,774.87	337,292.32	904,793.50	852,065.00	24.97%
CFMU 93.3 Inc. - All	104,654.25	104,527.90	67,858.85	16,600.00	630.45%
Marmor Fund - All	8,625.18	11,741.90	117,458.05	100,350.00	8.60%
Student Health Plan Fund - All	550,549.66	461,254.48	(284,053.48)	(175,250.00)	(314.15%)
Student Dental Plan - All	661,804.93	568,427.81	1,221.37	(70,650.00)	(936.74%)
University Centre Building Fund - All	0.00	0.00	(111,367.52)	(62,655.00)	.00%
Total All	1,848,743.86	1,681,082.49	369,514.58	(134,080.00)	(1,378.84%)
All By Fund:					
TOTAL Operating Fund (incl Marmor)	531,735.02	546,872.30	695,855.36	157,875.00	
TOTAL CFMU Fund	104,654.25	104,527.90	67,858.85	16,600.00	
TOTAL Student Health Plan Fund	550,549.66	461,254.48	(284,053.48)	(175,250.00)	
TOTAL Dental Plan Fund	661,804.93	568,427.81	1,221.37	(70,650.00)	
TOTAL Building Fund	0.00	0.00	(111,367.52)	(62,655.00)	
Total All	1,848,743.86	1,681,082.49	369,514.58	(134,080.00)	

Note that amounts shown above in brackets () are profits. Please let me know if you have any questions. I will be happy to discuss this with you any time.