



AGENDA - SRA 180
STUDENT REPRESENTATIVE ASSEMBLY
Sunday, March 10, 2019 at 5:00pm
Council Chambers, GH 111

PROCEDURE

Call of the Roll, Territory Recognition, Adoption of Agenda, Adoption of SRA Minutes 18M & 18N, 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. Arts and Science | Warwani |
| 2. Business | Floean |
| 3. Engineering | Arbess |
| 4. Internal Governance | Raquel |
| | Deperasinski |
| 5. Services | Sarah Figueiredo |
| 6. Executive Board | Floean |
| 7. Vice-President (Administration) | Epifano |
| 8. President | Farah |
| 9. FYC | Ajay Gandhi |
| 10. Health Sciences | Roshan |
| 11. Humanities | Grewal |
| 12. Kinesiology | Emmanuel |
| 13. Finance | Alex Johnston |
| 14. Municipal Affairs | Hackett |
| 15. Executive Board | Hackett |
| 16. Vice-President (Finance) | Robinson |

BUSINESS

- | | |
|---|---------|
| 1. OPERATING POLICY - EDUCATION & ADVOCACY DEPARTMENT | Bertolo |
| 2. University Accessibility Policy Paper | Bertolo |
| 3. Health and Wellness Policy Paper | Bertolo |
| 4. Student Rental Housing and Near Campus Neighbourhoods Policy Paper | Bertolo |
| 5. Open Nominations for Vice-Presidents and Speaker | Farah |

MOTIONS

1. **Moved** by Bertolo, **seconded** by ____ that the Assembly approve changes to OPERATING POLICY – EDUCATION & ADVOCACY DEPARTMENT, as circulated.
2. **Moved** by Bertolo, **seconded** by ____ that the Assembly adopts the University Accessibility Policy Paper, as circulated.
3. **Moved** by Bertolo, **seconded** by ____ that the Assembly adopts the Health and Wellness Policy Paper, as circulated.
4. **Moved** by Bertolo, **seconded** by ____ that the Assembly adopts the Student Rental Housing and Near Campus Neighbourhoods Policy Paper, as circulated.
5. **Moved** by Farah, **seconded** by ____ that the Assembly open nominations for the Vice-President (Administration), Vice-President (Education), Vice-President (Finance) and MSU Speaker.



Student Representative Assembly Meeting 180
Sunday, March 10, 2019 at 5:00pm
Council Chambers, GH111

Called to Order at 5:00pm

CALL OF THE ROLL

Present	Ahmed, Anderson, Arbess, Benzon, Bertolo, Bonk, Emmanuel, Epifano, Farah, Florean, Gandzi, Hackett, Irfan, Isah, Kumaran, Lee, MacLean, Reddy, Reesor, Robinson, Shingleton-Smith, Singh, Tejpal, Villasis, Warwani
Absent Excused:	
Absent	Oketch, Salciccioli
Late	Bishara, Espiritu, Grewal, Reddy, Roshan, Senthillmohan
Others Present:	Raquel Deperasinski (AVP Internal Governance), Urszula Sitarz (AVP Provincial & Federal Affairs), 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 THE AGENDA

Moved by Gandzi, **seconded** by Lee that the Assembly adopt the agenda, as presented.

Passes Unanimously

ADOPTION OF THE MINUTES

Moved by Robinson, **seconded** by Arbess that the Assembly adopt minutes SRA 18M – January 20, 2019 and SRA 18N – February 3, 2019.

Passes Unanimously

ANNOUNCEMENTS FROM THE CHAIR

- Welcome back, agenda packages are there. Make sure to clean up any food. For Report period, please assume that people have read your report.

REPORT PERIOD

- 1. Arts and Science – Warwani presented.**
 - Roshan summarized the report.
- 2. Business – Florean presented.**
 - Roshan summarized the report.
- 3. Engineering – Arbess presented.**

- Roshan summarized the report.
- 4. Internal Governance – Raquel Deperasinski presented.**
- Roshan summarized the report.
- 5. Services – Anderson presented.**
- Roshan summarized the report.
- 6. Executive Board – Florean presented.**
- Roshan summarized the report.
- 7. Vice-President (Administration) - Epifano presented.**
- Roshan summarized the report.
- 8. President – Farah presented.**
- Roshan summarized the report.
- 9. FYC – Ajay Gandhi presented.**
- Roshan summarized the report.
- 10. Health Sciences – Roshan presented.**
- Roshan summarized the report.
- 11. Humanities – Grewal presented.**
- Roshan summarized the report.
- 12. Kinesiology presented – Emmanuel presented.**
- Roshan summarized the report.
- 13. Finance – Alex Johnston presented.**
- Roshan summarized the report.
- 14. Municipal Affairs – Hackett presented.**
- Roshan summarized the report.
- 15. Executive Board – Hackett presented.**
- Roshan summarized the report.
- 16. Vice-President (Finance) - Robinson presented.**
- Robinson stated that the Student Choice Initiative announcement changed the course of his second semester. He reviewed changes in the accounting department. TwelvEighty had its first profitable winter month in January in three years. The Student Activity Building went through the value engineering process and came out in a good position. No important parts of the building were conceded in the process. He was working with Facility Services to create an advisory committee with students.

Questions

- Florean asked why they decided to sell craft beer at TwelvEighty, when the MSU sells more coffee than beer. Robinson stated that craft beer sales are on the rise.

- Florean asked if they would be tracked. Robinson stated that they would be tracked and determined if it was worth it.

INFORMATION PERIOD

- Ahmed announced that the Teaching Awards Ceremony is being held in CIBC Hall on Friday, March 15.
- Gandzi announced that there is a Career Conference being held on March 11 in CIBC hall from 6pm-8pm.
- Bertolo announced that Chris Glover is coming to campus on Wednesday, March 13 from 3pm-5pm to look for student feedback and concerns on the OSAP changes and Student Choice Initiative.
- The Speaker announced General Assembly 2019 takes place Wednesday, March 20.

BUSINESS

1. OPERATING POLICY – EDUCATION & ADVOCACY DEPARTMENT

Moved by Bertolo, **seconded** by Warwani that the Assembly approve changes to OPERATING POLICY – EDUCATION & ADVOCACY DEPARTMENT, as circulated.

- Bertolo reviewed the memo. Bertolo explained that they have been struggling to maintain authors on policy papers, creating a lot of strain on the research assistants time. The policy change would allow the research assistants to spend more time on different projects on behalf of the VP Education like the Food Security Survey analysis, which Bertolo took on herself. Bertolo explained that at the next SRA meetings she would be putting forward a proposal to change the expiration timeline of policies.
- Warwani stated that the change was very valid and needed to happen.
- Bertolo added that because of the potential change to expiration dates, three policies would expire without being rewritten in 2021/2022. The future VP Educations can work out the schedule they want to keep to maintain that.
- Epifano stated that the change keeps the Education Team in line with the service review and creation policy which states they can do a minimum of three and maximum of six.

Vote on Motion

Passes Unanimously

2. UNIVERSITY ACCESSIBILITY POLICY PAPER

Moved by Bertolo, **seconded** by Warwani that the Assembly adopts the University Accessibility Policy Paper, as circulated.

Amendment

Moved by Bertolo, seconded by Warwani to amend the policy paper as circulated via email on Sunday, March 10, 2019.

Passes Unanimously

Vote on Main Motion

Passes Unanimously

3. HEALTH AND WELLNESS POLICY PAPER

Moved by Bertolo, **seconded** by Warwani that the Assembly adopts the Health and Wellness Policy Paper, as circulated.

- Bertolo stated that the paper lacked a section on harm reduction.

Passes Unanimously

4. STUDENT RENTAL HOUSING AND NEAR CAMPUS NEIGHBOURHOODS POLICY PAPER

Moved by Bertolo, **seconded** by Warwani that the Assembly adopts the Student Rental Housing and Near Campus Neighbourhoods Policy Paper, as circulated.

- Bertolo reviewed the paper.
- Bertolo stated that it was beneficial to move towards shorter policy papers to clearly and quickly see the full recommendations.

Passes Unanimously

5. OPEN NOMINATIONS FOR VICE-PRESIDENTS AND SPEAKER

Moved by Farah, **seconded** by Gandzi that the Assembly open nominations for the Vice-President (Administration), Vice-President (Education), Vice-President (Finance) and MSU Speaker.

Passes Unanimously

TIME OF NEXT MEETING

**Sunday, March 24, 2019
5:00pm
Council Chambers, GH 111**

CALL OF THE ROLL

Present

Ahmed, Anderson, Arbess, Benzon, Bertolo, Bonk, Emmanuel, Epifano, Farah, Florean, Gandzi, Hackett, Irfan, Isah, Kumaran, Lee, MacLean, Reddy, Reesor, Robinson, Shingleton-Smith, Singh, Tejpal, Villasis, Warwani

Absent Excused:

Absent

Oketch, Salciccioli

Late

Bishara, Espiritu, Grewal, Reddy, Roshan, Senthillmohan

Others Present:

Raquel Deperasinski (AVP Internal Governance), Urszula Sitarz (AVP Provincial & Federal Affairs), Emma Ferguson (Recording Secretary)

Chair

Elizabeth Wong

ADJOURNMENT

Passes by General Consent

Adjourned at 5:50pm

/ef



REPORT

From the office of the...

Arts and Science Caucus

TO: Members of the Student Representative Assembly
FROM: Tasneem Warwani, SRA Arts and Science Caucus Leader
SUBJECT: SRA 180 Report
DATE: February 24, 2019

This report will be fairly short since the past month and a half since I last reported have been really busy with Presidentials and policy writing!

PROGRESS ON YEAR PLAN

My year plan is doing pretty well! I've accomplished some of the things I set out to do, but a constant barrier I keep running into is a lack of communication with the ArtSci office. It's been hard to find out what the timeline on things is, as well as how many of our asks are being implemented and how. I keep trying to schedule a meeting but it keeps getting pushed off, but I'll keep trying!

PAST EVENTS, PROJECTS & ACTIVITIES

Presidential Debate

I planned a Q&A type presidential debate with our candidates this year, but it was unfortunately cancelled last minute. The candidates had a lot of programming this year, so they were really tired and burnt out, which is completely understandable. I'd recommend that next year, the SRA have some sort of Q&A event where we can collect questions from our constituents because the structure of the elections debate doesn't allow for as many constituent specific questions.

PTM Hiring Promotion

PTM applications were something that I continuously promoted to ArtScis this year because I really wanted to see more people involved. I know of at least one ArtSci who was hired for a position so it's really exciting to see more of us in Student Union roles!

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Transitioning

My main priority right now is trying to encourage ArtScis to run for the SRA seat. I'd really like to see an election. I'll be holding an Office Hour sometime next week to answer any questions potential candidates might have!

CURRENT CHALLENGES

As mentioned earlier, a challenge I continue to face is the lack of communication from the ArtSci office. This makes it very hard to lobby on different asks as well as to learn about the progress from my asks. They are also pretty unresponsive through emails as well. This is something I've

been navigating since the beginning of my term, and it'll be something I'll be mentioning to whoever fills this role next.

SUCSESSES

I think a success is the considerable increase in engagement that I've found within the ArtSci community relative to the ongoings of the Student Union. I've had several constituents reach out to me personally with questions about things, including the OSAP changes, so I'm glad they feel comfortable doing so!

OTHER

Don't forget to come to policy con!! Monday is Student Housing, Tuesday is Accessibility, Wednesday is Racial, Cultural, Religious equity. It's mandatory for us to attend as SRA members. Each mini policy con will be in 1280 from 5pm-6:30pm! Make sure to email the Advocacy Coordinator if at least one person from your caucus can't make it! The policy authors have worked really hard on their papers, and we need to ensure we're fulfilling our responsibilities as SRA members 😊

Yours Truly,



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



REPORT

From the office of the...

Business Caucus

TO: Members of the Student Representative Assembly
FROM: Selene Dominguez Florean, SRA Business Caucus Leader
SUBJECT: SRA 18O Report
DATE: February 24th, 2019

PROGRESS ON YEAR PLAN

Hello everyone!

I hope you all had a wonderful reading week and did some resting as well as some reading. I apologize that I can't be in the meeting today as myself along with another group member of SRA Commerce, Talha, are currently in Alberta at a business conference. This will be a fairly short report, because we have not had too many events happen within SRA Commerce.

In terms of our year plan we have tried to finish some of our goals and have realized that some were not successful but will write it on the transition report so future SRA Commerce students know.

PAST EVENTS, PROJECTS & ACTIVITIES

As the last weeks approach us, we are trying to do our best while juggling all of our commitments and school. These past months, we looked into creating an internship networking night but decided that due to time constraints of the timeline of the Commerce Internship Program (CIP), the dates in which students needed to accept their internships were not going to match with the event, because the event would be too late for them to benefit from it. We realized that it would have been best to hold the event in the first months of the semester. This is because many students had already secured an internship in December and the rest of students were applying to things that they were already interested in, or whatever else was available. Therefore, we did not see the value that this event would have now and will write it on the transition report to ensure that future SRA Commerce students know of this.

Since this was a two-part event, we decided that it was still valuable to have a night where students learned technical skills, especially now that many of them now know for sure if they have an internship this upcoming school year. This also appeals to other students who might be interested in gaining the skills to apply for a summer internship! Therefore, we are trying to plan our last event which will be a seminar where students go to the trading floor that DeGroote has and learn the basics of both Reuters and Bloomberg, which are two desirable programs within business. We have contacted the professor in charge of the seminars and are trying to set up a date where they can make a special seminar on the basics of these two programs. This is because they currently host weekly seminars, but many people don't know these exist. Our main role would be to promote the seminar once finalized. We are hoping to do this within a week in March.

We are also working on having one last meeting with the university librarian, after Cole, brought forward an idea about having more reserved textbooks available at Innis. This initiative is meant to ease the burden of financial concerns when buying textbooks. We are currently in the process of researching how many textbooks Innis has on reserve and what professors need to do to reserve textbooks.

CURRENT CHALLENGES

We are just trying to grind these last weeks and finish everything that we want to do. The email of the professor who is going to help us with the seminar was incorrect in multiple websites, so many of our emails were not read, but they were delivered! So, a random person in McMaster is probably extremely confused! This hiccup delayed us for a couple of weeks, because we tried reaching out and we weren't getting any responses. Now it has been fixed and the professor is more than happy to get students to join the seminars!

SUCSESSES

We have tried to foster a working relationship with DCS, and they have reached out to us to help promote one of their events! So, I hope that we can continue to help each other advertise our events.

Best,

Selene Dominguez Florean
SRA Business Caucus Leader
McMaster Students Union
sracom@msu.mcmaster.ca



REPORT

From the office of ...

SRA Engineering

TO: The Student Representative Assembly
FROM: Josh Arbess, Mitchell Bishara, Menatalla Ibrahim, Seraj Singh
SUBJECT: SRA 18O Report
DATE: Sunday, February 24th, 2019

The past few weeks have been challenging and busy for SRA Engineering and the SRA as a whole, with two members of our caucus resigning from their seats, MSU presidential elections, changes to OSAP, and more. While some of these changes have impacted our year plan, we are doing our best to serve our constituents and accomplish as much as we can in the last few months of this term.

CONSTITUENT OUTREACH

In the past few weeks, we have held multiple meetings with members of the MES executive and other members of the Faculty of Engineering. These meetings have helped them understand the process and reason behind the changes to our SRA caucus, and potential next steps to be taken by the MSU. We hope that these meetings have cleared up rumours and confusion.

MENTORSHIP PROGRAM

Ian Currie, the MES' VP academic and Seraj Singh have had another meeting since the new year to discuss the mentorship program. The MES is very enthusiastic about implementing it for the next academic year. Seraj has also met with the current MSS mentorship executive, Alyssa Burrows, for insight and resources to aid in creating our mentorship program. Currently, he is waiting on the MES' first year council's input on the program and things they would like to see incorporated. Furthermore, Seraj is in the process of setting up a meeting with Women In Engineering, himself and Ian to talk about a partnership with our two programs. Moving forward, once he meets with the required parties, he will start drafting the administrative documents to get the program ready for the next year.

TRANSIT IMPROVEMENTS

On Tuesday, February 26th, Josh Arbess will be meeting with Debbie Dalle Vedove, director of the HSR. Transit advocacy and improvement was one of our original goals for this year, and Josh will be joining members of the Municipal Affairs Committee and members of the MSU Board of Directors to lobby for better transit service. Additionally, the City of Hamilton has launched the *(Re)envision the HSR* campaign, which gives residents input on transit service in their city. We hope that any changes that come about of Josh's meeting and the campaign will be beneficial to

students, such as increasing service on the 51 University and 5A/5C Delaware routes, and affirming support for the B-Line LRT.

THINKING ABOUT TRANSITIONS TO NEXT YEAR

As this term on the SRA comes to a close, we are working on promoting the opportunity which serving on the SRA provides to our constituents. Each of us is talking to friends and colleagues, encouraging them to run for seats for 2019-2020. Once we are aware of the candidates, we will be available for consultation and campaign advice during the election period, and throughout next year for general advice on SRA duties, meetings and procedures.

If you have any questions or comments, feel free to reach us at sraeng@msu.mcmaster.ca. As this email is checked only semi-regularly, you may also reach us via our personal emails, over Facebook Messenger, or by messaging the SRA Engineering page on Facebook.

Sincerely,

Josh Arbess

Mitchell Bishara

Menatalla Ibrahim

Seraj Singh

SRA Engineering 18-19



REPORT

From the office of the...

AVP Internal Governance

TO: Members of the Student Representative Assembly
FROM: Raquel Deperasinski, AVP Internal Governance
SUBJECT: SRA 180 Report
DATE: February 24, 2019

Hello everyone, my apologies that I couldn't be at the meeting to report in person, but Kristina will be giving a summary on my behalf and as usual, feel free to email or message me with any questions, comments, or concerns! Internal Governance meetings are on Tuesdays at 4:30 in the Committee Room, and at 5:30 on Thursdays in MUSC 301 for anyone who would like to attend!

PROGRESS ON YEAR PLAN

We have been continuing on with our bylaw review; the process has been more efficient in recent months as we've been doing reviews individually and then reporting the findings at committee meetings, so that several can be in progress at once, which seems to be working well. Right now we are looking at all the awards bylaws as well as the SRA bylaw and the First Year Council Bylaw. We have generated a bylaw review template so that we retain consistency even when bylaws are being reviewed by different people, which can also be used in future years by the IG committee so there's some year-to-year continuity.

I am also working with Kristina to make some changes to the transition process; specifically, making transition reports for positions that don't have them as well as adjusting transition expectations in the bylaws so there's some accountability and people can't leave their successors without any resources, information, and support.

The committee has also done research on several other Canadian universities to look into how other student governments handle uncontested candidates. There are lots of alternatives to acclaimed seats, each with their own benefits and challenges.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Once I have compiled all the research done on the structure of other student governments with regards to acclaimed seats, I will be meeting with Uwais (CRO) to discuss potential next steps. While there probably won't be any changes finalized this year, we have gotten the ball rolling for next year's committee if they should choose to continue this project.

The committee will continue with our reviews, likely submitting motions to change some bylaws at the next two meetings.

I am also aiming to have the new transition process in place for the transition period this year (at least as a trial year) and the AVP Internal next year can get some feedback on whether this was effective and how it can be improved.

CURRENT CHALLENGES

Besides wishing for more time before the end of this term, things have been smooth sailing lately. While two meetings a week requires a bit more planning, preparation, and paperwork, I am just happy that everyone can attend a meeting time that works for them.

VOLUNTEERS

As usual, I have no complaints about committee members, everyone has been putting lots of time into research and bylaw review outside the committee which has allowed us to accomplish a lot. I am very grateful for everyone's continued dedication to committee goals and couldn't have asked for a better group of people!

SUCSESSES

- Looked at the student government structure of almost 20 Canadian universities
- Found an effective process of reviewing bylaws efficiently

Best,

Raquel Deperasinski
AVP Internal Governance
McMaster Students Union
avpinternal@msu.mcmaster.ca



REPORT

From the office of the...

Sarah Figueiredo, AVP Services

TO: Members of the Student Representative Assembly
FROM: Sarah Figueiredo, AVP Services
SUBJECT: SRA 180 Report
DATE: February 24, 2019

PROGRESS ON YEAR PLAN

The Services Committee officially completed the Diversity Services and Access report. The Maroons report and SCSN report are almost complete, and will be finalized by mid-march. We will use the last few meeting of the year to create external research for WGEN and Macademics which can be utilized by next year's services committee.

PAST EVENTS, PROJECTS & ACTIVITIES

The Diversity Services and Maccess report have been reviewed by Executive Board, and I am currently working towards addressing their questions and suggestions. For SCSN and Maroons I have had meetings with the part-time managers of the services and the committee has been doing external research. I have also had the opportunity to meet with other community members who are involved and impact by these services (such as the AVP Municipal Affairs), which has been extremely useful as they have provided critical insight into services part time managers are sometimes unable to provide.

Our survey launch was delayed due to committee member turnover, but the external surveys for both services and an internal survey for SCSN are finally active and expected to close March 3rd, 2019.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

Our SCSN and Maroons report are almost complete, with our survey results guiding the final suggestions. As mentioned above there are currently three surveys available on the MSU website, as well as the internal SCSN survey being circulated internally via email. Our internal Maroons survey is slated to be released March 4th to March 10th. The final reports for both SCSN and Maroons are expected to be completed within the following two week.

CURRENT CHALLENGES

This section was mostly summarized in current challenges. Additionally, in a follow up conversation with EIO I came across a miscommunication that occurred between and EIO executive, leading to old and incorrect information being relayed to the committee. I was able to clarify the information. This is a challenge that comes with managing a committee. I wanted to give members the autonomy to research and utilize the connections they have in hopes of creating a space conducive to growth. The situation has already been remedied, as I am now present in all conversation that are utilized for the report. I believe this just speaks to an ongoing challenge all committees face with balancing autonomy, accountability, and accuracy.

VOLUNTEERS (Standing Committees only)

We had a higher turn over rate at the beginning of this semester, with 4 of the 6 committee members stepping down due to other engagements. This has slowed us down significantly, with having to arrange new committee times and allowing individuals to become comfortable with the committee and it's mandate. Though, our new members are very engaged - I am very excited to see all the fantastic things they will accomplish! Shoutout to Martino Saliccioli (SRA Humanities) who had taken over for me during my LOA and did a fantastic job!

SUCSESSES

I am very excited to see our Maccess and Diversity Services suggestions come to fruition! Executive Board had a very positive reaction to the reports,

which is nice knowing the committee's hard work has done paid off! I'm excited to see success play out in the long run - how these reports will positively impact student life at McMaster!

OTHER

N/A.

Warm Regards,

Sarah Figueiredo
AVP Services
McMaster Students Union
avpservices@mus.mcmaster.ca



REPORT

From the office of the...

Executive Board

TO: Members of the Student Representative Assembly
FROM: Selene Dominguez Florean, SRA Business Caucus Leader
SUBJECT: SRA 18O Report
DATE: February 24th, 2019

PROGRESS ON YEAR PLAN

Hello everyone!

Here are some updates from Executive Board from the dates of January 31st to February 14th:

Pride Community Centre

Had a holiday event and reopened volunteer hiring and hired and trained 9 new volunteers, which make their numbers be around 40 volunteers in total, excluding execs. They had a workshop on what to do if you are arrested for protesting as well as a volunteer appreciation social. They also hosted their Non-Denominational Winter Holiday and Pride History Week that was focused on AIDS education, which was very successful! Trans week was called Transcendence and happened before reading week – we are waiting to see how it went! However, they had two large collaborative social events during trans week and one of them had to be rescheduled because of the weather. They also updated some of their job descriptions of positions like: Community Facilitation Coordinator job description, Events Coordinator, Promotions Coordinator, Social and Political Advocacy Coordinator, Research and Resources Coordinator and the Volunteer & Training Coordinator.

Food Collective Centre

FCC hosted for the first time ever their Ladles of Love, which was extremely successful! Ladles of love happened on January 24th and the free vegan soup event created a line of interested students coming to get some food! FCC also ran their fourth Good Food Box event, they had over 33 orders on February for the Good Food Box, which is significantly higher number than last year. The next Good Food Box will be delivered on March 5th, and we will hopefully continue to see an increase in orders. They will also run a Community Kitchen workshop the week right after reading week. The first community kitchen was Indian food, and the next one will consist of Sri Lankan Croquettes. Although last time the weather was cold, people still made their way out to the class! Hopefully this time the momentum continues.

EFRT

Their main concern is the transitioning of the new director, Albert, and the new executive team. This year the number of calls in January was extremely high compared to other years. Code 1 calls: (2019:86 calls, 2018: 35 calls, 2017: 38 calls), this type of increase of calls was also seen with Code 3 calls. The highest call volumes were musculoskeletal, soft-tissue injuries and alcohol and drug related injuries. Samantha believed that many of these calls came from the fact that Charity Ball had a higher than normal number of calls. Another reason is that the weather has caused a number of falls that made students call EFRT. The service has also completed a mid-

year evaluation and all responders are returning to their positions and are back on call. They are also sending 8 of their senior responders to Pittsburg to their National Collegiate Emergency (NCEMSF). Moreover, Samantha along with the incoming director are looking into reformatting the executive job descriptions before hiring the new executive team.

Diversity

Diversity Week along with Black History Month Programming both happened, and both were successful. For Black History month they have one more event that will focus on Martin Luther King Jr's legacy and showcase some African American art. The events that were hosted during Diversity Week included: Resistance in Canada, The Art of Anger, Celebrating Creators on the Margins, Interfaith Council Coffee House, Acknowledging Land, Responding to Hate, Resistance at McMaster, Poetic Justice, and so on. They have now hired the new year's director, Prathna Shakuja, and are currently trying to hire the assistant director for next year.

Horizons

The Planning Team has been hired with an addition of another Outreach Coordinator, having two positions instead of one as a direct result of previous year's feedback. Since horizons is a service that runs through the summer, not much has happened other than the planning process for the conference. In the first week of February, there was also collaboration between Spark, CLAY, FYC, and Maroons to create an applicant's workshop.

CLAY

For CLAY room bookings have all been processed and are ready to go. They are on time with their staff team hiring process, where their applications closed on February 10th, 2019. The positions were Leadership Developers, Leadership Developer Events/ Special Errands Team and Media Team members. The planning team has already been hired and they are getting used to helping manage a service of this size. They are in the works of finding a time that works best for all of them in terms of planning a team retreat. Giancarlo has met with Dave Heidebrecht from the Office of Community Engagement, who will help rebuild the relationship with the HWDSB that has been shaken these last couple of years. Shemar, Stephanie, and Giancarlo all met with Terry Cooke who is the CEP of the Hamilton Community Foundation, where Giancarlo requested money from the HCF to help fund the conference, but it did not work so much because their main focus in helping students in middle school, which does not match CLAY's target market. Now, they are looking to find new funding opportunities.

WGEN

In the last couple of month, they've had three main events with two collaboration events, one with McMaster Muslims for Peace and Justice (MMPJ) and the other one with the Anti-Violence Network and Indigenous Studies department. The MMPJ collaboration happened during the Remembrance and Action for Violence against Women, and it was very well received. They also just finished their "Bodies are Dope" campaign, which consisted of 5 events throughout the week. Now the service is getting ready for their March campaign which is Making Waves and will happen soon.

SWHAT

They are piloting a non-binary scheduling system for February, so there will be some critical analysis to gauge the comments and feedback that they receive to see if this is something that the service can carry on forward. So far, the volunteers are responding well to this new pilot program, and we hope this continues to be so.

The average of walks is around 7-10 walks each weeknight and 3-4 walks on the weekends. In December, they also hosted their de—stressor events for their volunteers and had a wide variety of 7 different options so volunteers could attend to as many or as few as they wanted. Coming up for SWHAT is their second Walk-a-thon of the year, as well as exec hiring for the new upcoming year. Since the weather has gotten extremely cold, Sowmya is trying to boost morale within the team as well as bring warm winter wear in case they need more layers when going on walks.

SPARK

They have officially started sessions for the second-term, they also participated in the collaborative event of the applicants' workshop. This semester the executive team is not required anymore to be a Team Leader to ensure that they have less burden if they need to take some time. Since last semester, the number of students dwindled down at the end, SPARK has now reduced the number of groups from 5 to 4 groups per night. This means that there are less room bookings, and more opportunities to merge groups if necessary. SPARK just hosted a Winter Re-training for their team leaders to ensure that they have logistical details for the upcoming semester. One event that they have coming up is the Guidebook # 3, which will focus on academics.

SCSN

Over the last couple of months, SCSN collaborated in different events, such as, the House Hunt event with FYC. Unfortunately, the attendance for the event was low, because of clashing of different Residence Life's events. In February 6th, they hosted another event of Discover Your City, where they went to the Farmer's Market in Downtown Hamilton. They had food samples and promotions, which attracted lots of students! This was a two-day event, and the last event will be hosted after reading week and it is a visit to the Art Gallery of Hamilton where they will bus students to the exhibition and back.

After months of editing, the position for the Community Ambassador is finally live and they hopefully receive many applicants for the position.

Reviews (submitted by Internal Governance)

We have been given these suggestions for these two services (Maccess and Diversity). These are preliminary suggestions, so take them like that. As Executive Board, we have already talked to Sarah about some feedback on these suggestions.

Suggestions for Maccess:

- Create a Maccess space atmosphere that is more welcoming.
 - o Work with other services that operate peer support spaces to create a volunteer code of conduct outlining appropriate uses of the space, how to engage new visitors, and how to make the space overall more welcoming.
 - o Create "community hours" where all individuals are welcome whether they are seeking support or not. Outside community hours volunteers should not be in the space unless they are completing their assigned role or seeking support.
- Maccess continue to expand their intersection advocacy efforts.
- Maccess should continue to expand their advocacy efforts by strengthening their advocacy to and with SAS

Suggestions for Diversity Service:

- Remove the Bridges Coordinator position.
 - o Move the management of the Bridges event space to AvTek and Campus Events.

- Work with the McMaster Indigenous Student Community Alliance (MISCA) and Co-operative of Indigenous Studies Students and Alumni (CISSA) to ensure that Indigenous students are being represented within Diversity Services.
- Diversity Services should focus on more intersectional advocacy efforts.
- Diversity Services should pilot race-based peer support.
 - o Utilize the SHEC space after hours to facilitate Race-Based Peer Support or in the current diversity services office. Extend hours as demand deems fit.
 - o Encourage collaboration between Diversity Services and other identity-based groups to provide intersectional peer support.
- Create a Anti-Oppressive Practices Facilitator role within Diversity Services to create and facilitate internal AOP training.
 - o or Make the Research and Resources executive role a paid position that includes AOP training creation and facilitation.
 - o or Incorporate AOP into the TRRA Role or Hire an AOP TRRA

Best,

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SRA Business Caucus Leader
McMaster Students Union
sracom@msu.mcmaster.ca



REPORT

From the office of the...

Vice-President Administration

TO: Members of the Student Representative Assembly
FROM: Kristina Epifano, VP Admin
SUBJECT: SRA 18O Report
DATE: February 24th 2019

SRA generals have started so good luck to those of you rerunning and congrats on basically making it through the year to all of you!

PROGRESS ON YEAR PLAN

PTM Evaluations

At the end of November, I had sent out evaluation forms to all service executives to give them an opportunity to give feedback to their part-time managers. This form contained 18 questions that touched on different aspects for evaluation; leadership, communication and general management. There was a total of 70 responses, and each service had around four to eight responses. I spent the month of December compiling the data into a form that I could present to each PTM in our January 1-on-1's. The form contained an average of their score for each section, comments and recommended next steps. I have met with each PTM already to review their evaluations and discuss ways to improve and implement some of the feedback they were given. All of these meetings went really well and the PTM's were very receptive to the feedback and willing to implement changes that were recommended.

Supervisor Evaluations

In addition to PTM evaluations, there was a form circulated to part-time staff (PTM's, AVP's, Research Assistants ect.) to give feedback to their respective supervisor (vice-presidents). This form contained 19 questions that touched on the effectiveness of their supervisor in different management aspects; leadership, communication and general management. There was a total of 20 responses; VP Admin – 14, VP Ed – 5, VP Finance – 1. I wanted to share my evaluation, along with some other interesting stats I compiled from this survey.

Interesting Findings (averages out of 7)

1. Do you feel like a valued employee of the MSU? **Average = 5.1**
2. How considerate is your supervisor of your primary responsibilities as a McMaster student? **Average = 6.3**

VP Admin Evaluation

<i>Leadership Skills</i>		
Average	Comments	Next Steps
6.5	<ul style="list-style-type: none"> ❖ Kristina has the ability to be a calm and collected person. When needed, I feel comfortable going to Kristina to ask for help and support. ❖ Kristina is very approachable and easy to communicate with. She keeps a safe space open, where sensitive topics can be addressed! 	<ul style="list-style-type: none"> ❖ Provide more concrete solutions to problems ❖ More authority in PTM meetings
<i>Communication Skills</i>		
Average	Comments	Next Steps
6.2	<ul style="list-style-type: none"> ❖ Kristina is a very good communicator and overall a very responsive individual. I've been able to set broad expectations with Kristina, however, we haven't set clear expectations in my role. Nonetheless, I don't believe this has hindered my service in anyway. 	<ul style="list-style-type: none"> ❖ More feedback on ways to improve ❖ More email and in person updates on ongoing tasks ❖
<i>General/Management/Something</i>		
Average	Comments	Next Steps
6.3	<ul style="list-style-type: none"> ❖ I appreciate the flexibility that Kristina provides me in my role. Due to her approachability, I am comfortable asking questions or even bringing up concerns. Kristina has been great in answering questions and following through with tasks when requested. 	<ul style="list-style-type: none"> ❖

<i>Areas of Improvement</i>
<ul style="list-style-type: none"> ❖ Tangible solutions to difficult scenarios ❖ More training about Team Management ❖ Setting clear expectations and reviewing past progress to see if there are areas to improve ❖ More authority in PTM meetings ❖ Receive more feedback in my role – so I can improve

Review Welcome Week Planner Hiring and Compensation

A sub-committee was created earlier this year to evaluate inequities across planning groups. The committee includes myself, Raquel Munoz (WWFC), Scott Robinson, Michele Corbeil (SSC), Sean Beaudette (Residence Life) and Jennifer Kleven (OCRC). The sub-committee has been meeting monthly to discuss the existing inequities across faculty, residence and off-campus planners. We

completed an environmental scan that indicates wage, hours, selection process, supervisors and job description across all departments. The committee determined the following inequities as the major differences across departments: wage, selection process and job descriptions. The main area of improvement is on the Faculty Planner side, as they are currently not paid, they all have different selection processes and very few of them have an outlined job description. Michele and Raquel have taken the lead on meeting with different faculty offices, and Scott and I will be talking to the Faculty Society Presidents about some of the changes we are recommending in order to gather feedback from all relevant stakeholders prior to moving forward in any direction. The committee will then make a list of recommendations to WWAC for implementation in 2020.

Creating a Positive Office Environment

Maddison, John and I created evaluation forms for the rest of part-time and full-time staff that aren't looped in with services or supervised by the Board. This includes full-time staff and CSR's within our business units/services or staff in other departments such as child care center and SOP's. In this evaluation, we added two aspects to it – one being supervisor evaluation, and the other being general service/department feedback. This gives our staff an opportunity to evaluate the way the department functions as a whole on a larger scale than just directly management related.

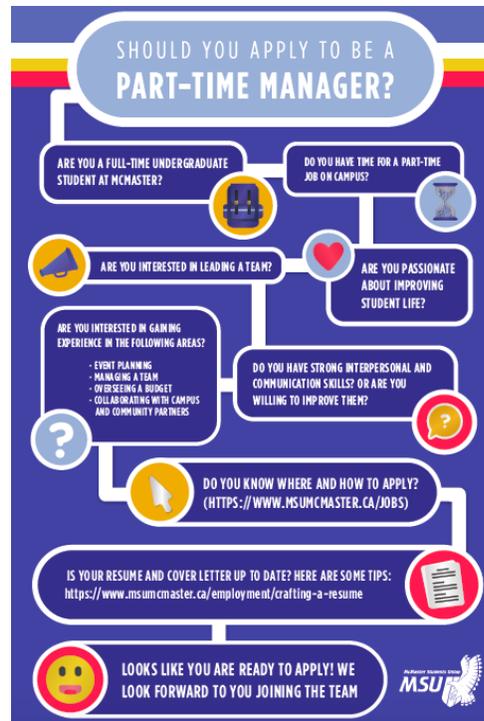
PAST EVENTS, PROJECTS & ACTIVITIES

Space Allocation Committee

The space allocation committee is meant to evaluate the MSU space in order to record usage and make recommendations. The committee created and distributed a survey to all staff in MUSC 201 to gauge their space needs and evaluate how their current space is suiting those needs. Every full-time staff completed the survey so we will have fruitful data to review at our next meeting. Some major areas the survey touched upon were storage space, available closed meeting spaces and technology/ergonomics. After the committee reviews the results, they will put forward a report including recommendations to Executive Board, this will be at the end of March. The committee also got quotes and designs to create an additional office space behind Maddison's office. The committee will discuss who will occupy the new office and how this will change/affect the set up in the office as a whole.

PTM Hiring

Maddison and I worked on some new engagement strategies for hiring which included tabling in MUSC and general infographics. Tabling occurred during exam season so MUSC was a little bit quieter but we still managed to have lots of fruitful discussions with students who wanted to inquire about available MSU jobs. Engagement with our jobs portal has been good and we have only had to re-open one job thus far. We also worked with Kayla from The Underground to create a couple of infographics that can be circulated during every hiring cycle. One infographic included general skills needed for these roles, a breakdown of what the positions entail and what you can gain from your experience as a part-time manager. We are hoping this will help explain what a "part-time manager" really is, and allow for a better understanding. See images attached!



Hiring

Since my last report I have completed 3 full hiring cycles and have majority of the 2019-2020 part-time managers hired. The applicant pools have been strong and we have gotten strong candidates for all our positions so far which is exciting. I have spent a lot of my time in hiring boards and will be evaluating a better way to conduct interviews and the hiring process that may not be as tiring and time consuming for the VP Admin.

CLAY Coordinator	Giancarlo Da-Re
Horizons Coordinator	Emma Tomas
WWFC	Raquel Munoz
Farmstand Director	Abby Lindzon
Shinerama Coordinator	Alexa Ceiro
MaCycle Director	David Zaslavsky
SHEC Coordinator	Lynaea Filbey
PCC Coordinator	Drew MacLean
WGEN Coordinator	Nealob Kakar
Diversity Services Coordinator	Prarthna Sakhuja
Spark Coordinator	Anika Spasov
SWHAT Coordinator	Swaleh Hussain
Maccess Coordinator	Brittany Allen

Chief Returning Officer	Emily Yang
Macademics Coordinator	Fairuz Karim
EFRT Director	Albert Huynh

Strategic Themes Advisory Committee

As we entered 2019 I realized I had to start planning for Welcome Week 2019...even though I felt as though welcome week just ended. This year we had a new committee working on strategic theme programming, and as the chair of the committee myself and the rest of the members made recommendations on things that need to change in order for the committee to work more smoothly next year. The committee ran great but there is always room for improvements. Two projects I worked on to support this committee in the future was enhancements and outlines for the decision-making process. This committee of 14 people are tasked with approving and rejecting proposals surrounding our strategic themes, and allocating funding towards them. The committee emphasized that this was the most challenging this past year. In consultation with the committee I have created a points system/rubric to help with scoring and selecting program proposals that are submitted and I created a sub-committee that will be in charge of reviewing the proposals and making the final decisions. This ensures all the programs are looked at and scored equally, and there is no bias around the table when it comes to discussing and approving programs.

Welcome Week Advisory Committee

I co-chair the Welcome Week Advisory committee which is the highest body that determines most welcome week objectives. Some of our work right now has been consolidating funding from last welcome week, evaluating the rep support program and reviewing the feedback we received from both students and reps in regard to Welcome Week 2018. One of the larger changes the committee made recently was to shorten welcome week 2019, by having the final day be on Friday August 30th at midnight. This change involves some heavy work on shifting the schedule and ensuring necessary programming still have time to take place without overwhelming first year students.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

SRA Training Re-Vamp

With a new assembly being elected soon, I have started to evaluate SRA training and organizing different sessions for this year's training. Last year, due to the fast approaching timeline, I was not able to effectively change all the aspects I would have liked to change. This year, I will be looking at smaller group rotational sessions, mock assembly meeting, and more caucus specific training in regard to caucus year plans. Areas of emphasis will be advocacy, understanding the budget, accomplishing year plans, and assembly procedures. I believe having smaller training sessions with each caucus to go over their goals for the year will be beneficial so training can be tailored to each caucus and their needs. I will be reaching out to get feedback from each of you so keep an eye out for that.

SRA Transition

Myself and Raquel (AVP IG) will be evaluating SRA transition and potentially amending the bylaw to include steps for transitioning incoming assembly members. There is no specific outline or mandate currently that dictates what transition looks like for incoming SRA members and we believe this would be valuable, specifically if SRA members are looking to take on and continue existing platform points. In addition to outlining what transition should look like, we will be drafting a template that will be used as a transition document for each caucus.

Responding to Crisis Situations

This summer the university released a document that outlines steps on how to respond to a student in crisis/distress. The document is extensive and the steps are laid out very clearly. In collaboration with Student Support and Case Management, myself and the TRRA are going to revise the document to suit the needs of the MSU and specifically our peer support services. This will include ways to identify if a student is in crisis, and how to respond in that instance – including warm hand offs to appropriate bodies. With this, we want to emphasize that our peer support volunteers are not equipped to support an individual in crisis, however that does not mean they won't be faced to deal with the situations. We want them to be as prepared as possible to be able to support the student by leading them to the necessary help and bodies that can best support that during that time. This will be reviewed by the outgoing and incoming peer support part-time managers to ensure it is within the realm of their volunteers and there is nothing missing or incorrect within the document.

Standardizing Hiring Logistics/Practices

Myself and Maddison have figured out a system in which the logistics of hiring are done through the office clerks which has been working well, we have successfully completed 3/4 hiring cycles. The changes made this year included a "Tips to Ace the Interview" guideline sheet that replaces receiving the questions in advance, in which we have not received any negative feedback about and candidates have been doing really well in their interviews thus far so I don't believe this has hindered our hiring. I have been working to modify the key competencies for each position so that they include a check list for each question asked during the interview – this will aid in scoring the questions and determining which candidate answered them the best. There was a request made that we change the administrative question of "Are you going to be taking 18 units or more during the course of employment?" as some students registered with SAS are not taking 18-units but are still considered MSU Members. I am going to chat with Maddison about changing the wording of this question to be more inclusive.

Workplace Policies and Protocol

I have begun my conversations with Arig, AVP Equity and Meaghan Ross, Sexual Violence Response Coordinator in regard to our existing workplace policies and the Constitution. My primary focus right now is to change our Workplace Policy that outlines Workplace Anti-Violence, Harassment, and Sexual Assault Prevention Policy (Prevention & Response Plan). My goal is to align this policy to be more similar to the Universities Sexual Violence Response Policy, and to more specifically outline the difference between a formal and informal complaint, and the protocol following both processes. I recognized that due to the nature of our organization, the policy will have to include multiple sections to ensure there is a protocol for full-time, part-time, volunteers, and elected representatives. I have been working with Maddison on this

closely, as well as John and the Board to ensure we have the most inclusive and supportive workplace policy moving forward. Once the policy is finalized, I will make any necessary changes to the Constitution and Bylaws where needed.

Planner/Rep Training

A couple weeks ago at a Welcome Week Planning and Implementation Committee (WWPIC) meeting I suggested recommended changes to the training of faculty planners and welcome week representatives. I believe it is important that these student leaders are not only trained on the welcome week objectives, but also on managing and dealing with situations during welcome week. Over the next month I will be working with Raquel (WWFC) and Michele Corbeil to add more situational-based training to faculty rep training days. This will mirror the program Residence Life's runs for ROR training (REPresent), where returning reps will be paired with new reps and they will be presented with different situations that have occurred in past welcome weeks. The reps will work together to decide how to handle these different situations. I strongly believe this is a valuable part of rep training that has been missing for faculties and I am excited to hopefully see it implemented this year.

Student Recognition Night

Student Rec Night is less than a month away so Maddison, Emma and I have been working with Campus Events and Liuna Station to organize this event. This includes invite lists, seating arrangements, stage set-up, entertainment and awards. Awards nominations are open so I have been working to coordinate those selection committees as Maddison needs the names by the beginning of March. We have reached out to the outgoing president to MC, and coordinated videos and photo opportunities – so don't miss out!

Working Towards a Safer Campus

I have been working on two committees since last term that focus on preventing and responding to sexual violence on campus. SVET, Sexual Violence Education Team, which is led by Meaghan Ross, sexual violence response coordinator. The team is essentially a working group that brings together many campus and community partners who are responsible for coordinating ongoing awareness-raising, prevention education and skill-building trainings. In our upcoming meeting, we will be discussing the existing sexual violence response protocol and policy, how it has been implemented and any recommendations moving forward. The second committee is a Steering Committee on Creating a Culture of Consent, this is led by some students who are working with McMaster's Health Forum. They will be hosting students to have a panel discussion on ways in which we can create a culture of consent on campus. I have given them feedback on their terms of reference, recruitment strategy and panel discussion documents to ensure they are successful in their panel and hopefully their findings are applicable to some of the work we do in welcome week and within our services.

Kristina Epifano
Vice-President (Administration)
McMaster Students Union
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REPORT

From the office of the...
President

TO: Members of the Student Representative Assembly
FROM: Ikram Farah, President
SUBJECT: SRA 18O Report
DATE: February 24th, 2019

In progress:

Outlets
Lighting on Campus

Supporting SAS:

SAS courtesy cards have been given to the department. However, support for this body will continue further from additionally supporting their incentives. I will be meeting with Michelle Barr who is the new Transition Program Coordinator for SAS and we will be discussing how the MSU and SAS can collaborate.

Extended Go Services:

I have been notified from our university stakeholders that Go transit has enhanced service and have made some time changes to our 407 services which include going through the trips going through Mac. Earlier in the year, members from Go came to McMaster and surveyed and assisted commuters. Our Maroon representatives were able to assist them in this process. As I wait to get further clarification on the *specific* changes, it was communicated to me that Go has added earlier morning and later evening service. One more notable change is that more express trips have been added and they have and will continue to work to improve the afternoon departure times. I am very excited about this and that Go for commuters will continue to be a priority even after my departure.

MSAF:

From my campaign, I wanted to address the MSAF in the following ways:

- Clarify the current policy which states that the MSAF can be used to cover work missed in the 3-day period. What we want to do is clarify that this is 3 business days as there are inconsistencies in the interpretation by instructors.
- In addition, Students have communicated that they would like to know prior to their submission of an MSAF, how much time they would be given.

While there are plenty of details towards the MSAF and the way it is administered. We will not only focus on those two despite it being the campaign highlights. We will be working with university stakeholders and evaluate this form as a whole as it has been a support for students. While we recognize and I have continued to express that the MSAF

is a part of a larger issue pertaining towards accessibility in post-secondary education, it is important that this tool is most effective to the students who use it.

The MSU will be represented at a panel this upcoming Wednesday with students and faculty and we will be addressing the student concerns on this matter. In addition, I will be working with Student Affairs to ensure that this is a priority with their continued strategies to improve mental health on campus and increase support for students. On that note...

Re-Examining Exams:

In addition to in-classroom support such as evaluating the MSAF, I have and will continue to work with the office of Student Affairs regarding the Re-Examining Exams objective. In my last report, I noted it under “Objectives to be Revisited” and this semester the Student Affairs team will be assessing in-classroom support for students. This will include but is not limited to, examinations and scheduling as well the MSAF. This is still in progress but I will be meeting with Catherine Munn, lead psychiatrist and assistant clinical professor to continue these objectives. Given that this is addressing a multitude of issues, I do not anticipate we will see exam schedules shuffled for the winter semester; however, I am confident that I will be leaving with a successful foundation for future executives of the MSU.

Earlier Bursaries

Bursaries came out earlier (well, some). First, I'd like to note and thank Tracie Long and the rest of her team in the office of Financial Aid. The bursaries that were let out earlier were the Student Access Grant(SAG). Approximately 8 million dollars on November 28th, 2018 were distributed to 3,000 undergraduate students. For more information on the SAG and who qualifies, take a look here:

<https://www.ontario.ca/page/how-apply-osap#section-2>. In short, the SAG is typically for students in professional programs as (depending on their application), OSAP does not cover their full cost of the education as it is a more expensive program to run and attend. Logistically, it was communicated to me that SFAS processed payments to students a SAG requirement of \$100 or more, and who had completed their required OSAP income update. These are the students who received their funding in November. It was also noted that students who did not meet all the requirements payment for November, will be assessed in January through February, during the general bursary allocation process. I cannot take any credit for the money that was distributed earlier in November. While my objective was to release bursary funding earlier, during the campaign I focused on the February date. With that, I have been in constant communication with the folks from SFAS and whether them distributing their funds for the SAG students earlier would allow for an easier flow for the students to receive their funding in the second semester sooner than February. At this time, it was not as early as we expected as the timeline I was hoping for was closer to the beginning of the semester to ensure that students had the funds they needed to pay for their second-semester necessities.

In addition, I will be meeting with members of financial aid to discuss opportunities to make their website mobile friendly for easier access for students, automated matching for award eligibility (students to complete a profile with their background, involvement, etc.

and it will filter to match them to aware to increase awareness and applications) and much more. Special thanks to the University Affairs committee for bringing forward their ideas to me during my meetings. Their work is reflected and had influenced the agenda of this meeting and we will continue to prioritize it.

At this time, I have a follow-up chat with Tracie Long to determine what their team has determined moving forward. However, I am very pleased about the other successes our team has been able to achieve in conjunction with their office.

Supporting Student Accessibility Services:

Due to some logistical errors and coordination, we will be giving out SAS courtesy cards for the new year. While my intention was to give them out earlier, I am working with the office of Student Accessibility Services (SAS) to better promote these cards as incentives. For example, at the beginning of the year professors who would need a note-taker would just mention there is a note-taker needed. Often times the incentive of a reference letter is barely mentioned. This time, I will be working with SAS to ensure that the classes that need a note-taker will be provided with a slide that lists the incentives within the MSU courtesy cards in addition to the reference letters. This small change of plans can have a whirlwind of effects and I am grateful for this partnership.

Lighting off Campus:

I mentioned in my previous report that due to the election, the transition period of what was being worked on with Aidan and what we will continue to work on with Maureen would be a bit delayed. One area in specific is the lighting off campus objective. It was noted last time that I was waiting to hear back from the Senior Project Manager of Street Lighting and Electrical; fortunately, he was able to provide me with the following:

Based on the lighting areas that needed improvement that I brought forward, they went through a detailed analysis. Based on this analysis, they developed options and a plan. As of February 7th, 2019 they completed the upgrade of the lighting and a summary of what was completed is the following:

- Installed 21 new street lights across Thorndale, Leland, Bowman, Stroud and Cline. These new lights are in addition to the existing street lights, and infilled gaps in the lighting to improve sidewalk and roadway visibility.
- Examined the lighting concerns on Emerson and Haddon and determined that the existing lighting conditions are adequate. This decision was based on computer modelling and on-site light measurement and verification.
- They communicated to me that the concerns respecting lighting conditions on Sterling and Saunders are valid, however, to make improvements we need to undertake a larger planned process as existing infrastructure cannot easily support additional lighting. It was noted that they will engage with Councilor Wilson about this and develop some options for the future.

In addition, the MSU included lighting as a part of the budget submission and as a part of our advocacy, we will be able to specify that Sterling and Saunders are remained a priority, in addition to the areas that were not reviewed. More to be done but still a great success. If there are any comments for the future and any more improvements to be made, feel free to message me and I will direct them to the project manager.

Food on Campus:

Tax-Free Tuesdays/Cheaper Food Options

As you are aware, Tax-Free Tuesdays occurred in November at La Piazza. Chris Roberts and I had a follow-up meeting in the near year to determine the next steps of this initiative and moving from a pilot to have it permanently incorporated within hospitality services. While at the student level it was a success and there was overwhelmingly positive feedback towards this, financially, it was not the best for the department. As I continue my discussion with Chris Roberts there are still high hopes for this initiative to be engraved within hospitality services as there is a shared commitment to making food on campus more affordable for students and in these discussions we are brainstorming new initiatives to attack food prices on campus.

International Student Support

two objectives to address increased support was to address the cost of tuition and first-year transition. While I will highlight the cost of tuition piece below under challenges, I wanted to touch on the international student shuttle bus for orientation week objective. As the plans for next years, welcome week is slowly starting to develop in the coming months, this is perfect timing to circle back with this initiative. In addition to those objectives, I have made it a priority to connect with the students of MELD program (McMaster English Language Development Office) and we are setting up a series of meetings to discuss additional support the MSU can provide to this group.

Challenges:

The past couple of weeks have been quite difficult regarding the Provincial Governments announcement on January 17th to decrease funding to the OSAP program and their directive to student unions, specifically the Student Choice Initiative. The Board and I have and will continue to resist these changes. Over the past couple of weeks, we have been meeting and setting up meetings with Members of Provincial Parliament. In the coming weeks, we have several meetings as well. From a reporting standpoint, this leaves the two goals I had during the campaign completely up in the air.

Provincial Advocacy Goals:

1. Tuition for International Students
2. Program-Based OSAP (Professional Students Program Support)

The priority here regarding the OSAP changes is to support students who require financial aid as it provides not only access to post-secondary but predictability, inclusion and ease for students who rely on this program. These changes are dangerous and are targeted at those who need it the most. We as a Board are continuing to meet with concerned students and I invite each and every one of you to be a part of this process with us as well.

On the Students Choice Initiative (SCI), Scott, John and Maggie will be meeting with PTMs and Full-time staff of the MSU in the coming weeks to discuss their budgets. Faculty Societies are informed on their processes moving forward. We have also

coordinated communication with the University and these groups. Josephine and the club's department are continuing to field concerned student groups also.

Additional challenges are pertaining to the communication piece to students. Some students may not truly see this as something that will affect them and the impacts are ambiguous to the average student, with that in mind we are pushing messaging in ensuring that this dialogue is continuing and folks that are aware.

Another challenge is timeline. As our terms come to an end we are also diligently working towards successful transitions with the next elected leadership. At this time, we are working with our university partners to determine what is deemed an "essential" service and seeking further clarification on their autonomy to make these decisions.

Ikram Farah

President & CEO McMaster Students Union
president@msu.mcmaster.ca



REPORT

From the office of...

First Year Council

TO: Members of the Student Representative Assembly
FROM: Ajay Gandhi, First Year Council Chair
SUBJECT: SRA 180 Report
DATE: March 5, 2019

PROGRESS ON YEAR PLAN

First Year Council members are actively creating a variety of small events to help involve all First Years and cater to their various interests and hobbies.

PAST EVENTS, PROJECTS & ACTIVITIES

FYC ran a Crabs Tournament in the Moulton EMR on February 26th from 6-9pm. This event had a structured competitive environment with various snacks and food prizes available. We also held an information session on March 4th for the upcoming Relay for Life event on March 30th.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

FYC has booked 1280 for a headphone disco night that is to be held on Friday, March 22nd. Promotional material will soon be promoted on various social media platforms. In addition, we are planning a life after first year event during the first week of April that will showcase the many different pathways that students can take whether that be specializing within your program, or opportunities outside academic.

CURRENT CHALLENGES

Current challenges include increasing involvement among first years. As it stands, midterms are spread out throughout the year. This makes it hard for us to find feasible dates for events where a majority of first years are available. In addition, bookings are very tight at this time of year. Having to coordinate both bookings and first year availability is proving to be difficult.

VOLUNTEERS (Standing Committees only)

N/A

SUCSESSES

Created an opportunity for students to compete in a close-to-home McMaster game, Crabs. Informed first year students about the Relay for Life charity event where they would be able to support cancer patients in Canada.

Best,
Ajay Gandhi
First Year Council Chair
McMaster Students Union
fycchair@msu.mcmaster.ca



REPORT

From the office of the...

Health Sciences Caucus

TO:	Members of the Student Representative Assembly
FROM:	Devin Roshan, SRA Health Sciences
SUBJECT:	SRA 180 Report
DATE:	March 10th, 2018

PROGRESS ON YEAR PLAN

Since our last report we hosted an SRA Pizza and Petition which was required to justify piloting extended hours in the Health Sciences Library (HSL). Collaborating with the director of HSL, we have identified that redistributing hours from Sunday to Saturday would be a feasible solution. The petition idea has been vetted by Michael Wooder and by the Director of HSL. As a result of this event we received over 80 signatures, we're looking to acquire at least 150 so we may host another event to achieve this.

PAST EVENTS, PROJECTS & ACTIVITIES

We connected with the Bachelor of Health Sciences office, specifically the Student Liaison, to plan and promote the **second** alumni event—Life After BHSc—which was held last Wednesday. Our role included but was not limited to, planning logistics, promotion via social media networks, and attending the event.

We also hosted a Run for SRA event where we had nomination forms and consulted with prospective candidates on platform points. Many people came out to this event and it was a great way to reach out with constituents and also educate people on our role.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

We met with Haley to begin our social media campaign that will include testimonials of BHSc student experiences with MSU services as a way to better support students in the community interested in various services. We will have a photo of each person taken by Haley, with information about how they got involved with their service and students can send them messages to ask about the service and how to get involved.

CURRENT CHALLENGES

Apologies for the late report as I have been quite swamped with academic work.

SUCSESSES

As we can see by the SRA elections there's many candidates running and they seem quite enthusiastic.

OTHER

N/A

Yours truly,

A handwritten signature in black ink, appearing to be 'Devin Roshan', enclosed in a circular scribble.

Devin Roshan
SRA Health Sciences Caucus Leader 18-19'
McMaster Students Union
roshand@mcmaster.ca
srahealth@msu.mcmaster.ca



REPORT

From the office of the...
Humanities Caucus

TO: Members of the Student Representative Assembly
FROM: Hargun Grewal, SRA Humanities
SUBJECT: SRA 18O Report
DATE: Sunday, March 10, 2019

PROGRESS ON YEAR PLAN

The progress of our caucuses' year plan is going tremendously well. We made progress on many of the objectives we aimed to achieve in first and second semester and are now looking forward to seeing what more we can accomplish to end the year off right. We did re-schedule and change our year plan since the beginning of the year after receiving feedback on certain points, however, we were still able to accomplish our main objectives for each semester.

PAST EVENTS, PROJECTS & ACTIVITIES

One of our main past events was our Charity Ball tickets giveaway. We ran this giveaway to increase our social media presence. Through this event, we engaged with students through an online presence and allowed them to connect with us more. The purpose of the event was to increase the platform our social media accounts have (primarily Facebook) so we can reach out to a larger audience when running events or promoting opportunities. Overall, the giveaway was a great way for students to interact with our social media accounts and get to learn more about SRA Humanities.

UPCOMING EVENTS, PROJECTS & ACTIVITIES

One of our upcoming projects is aimed at demonstrating the importance of the arts and the variety of subjects and topics they encompass. In order to demonstrate this, we are running the annual Arts Matters Week again this year in collaboration with the McMaster Humanities Society. This initiative is something that previous SRA Humanities Caucuses have started and continued and since we believe it is very valuable and important, we want to continue it as well. Arts Matters Week is going to be running this week from March 11-16 so hopefully we see some of you guys at the events. Another project we are going to be working on is an event to end off our year properly. We want to be able to provide closure for this year's SRA Humanities caucus and have a smooth transition for the next year's caucus. In order to do this we are planning on running an event so that the Humanities faculty can get to know their SRA caucus before the year begins and see what projects and plans they are going to be working on.

CURRENT CHALLENGES

One of our challenges has definitely been balancing the responsibilities we have with school and academics with our responsibilities on the SRA to represent Humanities students. Although we have tried to not let anything interfere with our roles on the SRA, at times the work load does become challenging and hard to manage.

OTHER

Please feel free to reach out to our caucus with any questions, concerns, or comments you may have, we would love to hear your suggestions.

All the best,

Hargun Grewal
SRA Humanities Caucus Leader
McMaster Students Union
srahuman@msu.mcmaster.ca



REPORT

From the office of the...
Associate VP Finance

TO: Members of the Student Representative Assembly
FROM: Alexandra Johnston, Associate VP Finance
SUBJECT: SRA 18P Report
DATE: March 6, 2019

Dear members of the SRA,

Below you'll find an outline of what the Finance Committee has been working on and updates on my overall year plan. I look forward to any questions you might have.

Finance Committee:

This term, the Finance Committee has been working diligently on individual consultation projects for the term. This term has been very successful for the Committee and I am proud to say we are on the road to complete every aspect of our year plan. The three projects we are working on this term surround reviewing business aspects of the MSU currently running in a deficit and looking for ways to increase efficiencies. The projects are a 1280, Silhouette and Compass review. The committee will be submitting final reports to the SRA of our findings and recommendations for the meeting on Sunday March 24th. So far, the Silhouette and 1280 projects have gone very well, our meetings with various stakeholders have been very productive and informative. The Compass project is by far the most ambiguous and for this reason we have run into trouble, however, we are working with Debbie and brainstorming interesting ideas. Since my last report, the Finance Committee also wrapped up the SLEF voting period campaign. We received nearly 400 votes from students. The SLEF promo video and takeover of both the MSU and McMaster Instagram Accounts were very effective and helped us to reach out to thousands of MSU members. The McMaster Instagram takeover alone was seen by 7,000 students and received 150 link clicks. This was the first year SLEF fell explicitly under the Finance Committee portfolio and I am very impressed with our work as a committee and the outreach we had to MSU students. Once our final project reports are complete, the Finance Committee will be wrapping up the term by assisting in the Financial Transparency week which is planned for the 19-21 of March. We plan to have 2-3 days where we have the updated banners and interact with students about any questions they have pertaining to their MSU fee.

Sponsorship and Donations Committee:

The Sponsorship and Donations committee has received 64 applications this year and this term, we have received 41 applications this term. The committee has been meeting roughly by-weekly to review applications. We have allocated \$8100 in sponsorships and donations this year and the fund currently sits at \$1900 to be used for the remainder of the term. I am confident by the end of

March the fund will be nearly used in its entirety. Since my last report, I have also finalized the new application forms and there are now separate applications for Donations and Sponsorship. They have been sent to the Communications Officer to transform them into PDFs and be updated on the website. I anticipate this being done within the next 2 weeks. Before completion of my term, I also plan to update the Sponsorship and Donations operating policy for next year's committee such that it addresses voluntourism and course related funding. EB has expressed concerns with our current policy and I plan to update the policy to address these for next years' applicants.

Programming Advisory:

This term, the Programming Advisory Committee is operating differently. I will be meeting with members from each faculty society on Thursday March 7th for a focus group to share best practices and ideas/ suggestions they have for Campus Events. The survey from last semester provided interesting feedback and I think the survey combined with this focus group will provide solid insight for Campus Events next year. I will share the details of this meeting when I report to you all on Sunday ☺

Other updates:

I continue to receive applications for the SRA Special Projects Fund and have received and approved 18 applications from the faculties of Nursing, Kinesiology, Social Science, Health Science, Commerce, Humanities, Engineering and Arts, and Science and Science. The fund currently sits with \$1,600 remaining and I encourage you all to apply within the next few weeks if you have any remaining things you wish to do this term. Feel free to reach out with any questions you have!

A large project for me over the past couple of weeks has been consulting with all of the outgoing PTMs to receive their input on the 2019-2020 budget. I met with almost every PTM to discuss with them their feedback on what they would change about their services' budget for next year. All of my notes were compiled and based along to Scott and Maggie to assist them when constructing next year's budget.

Overall, this term has been fantastic. The Finance Committee volunteers are amazing and there is consistent turn out every week from all 11 committee members.

Thank you for reading this far! I am looking forward to the rest of my time in this role and I'm excited to see what else we can accomplish within the remaining few weeks ☺

If you have any questions, please do not hesitate to contact me!

Best,
Alexandrea Johnston ☺

Associate Vice-President Finance
avpfinance@msu.mcmaster.ca



REPORT

From the office of the...
Executive Board

TO: Members of the Student Representative Assembly
FROM: Shemar Hackett, SRA Social Sciences
SUBJECT: SRA 18P Report
DATE: Sunday, March 10th

As we recently had reading week, this report will be a bit shorter as it only covers one meeting. If there are any questions, please reach out!

EB 18-26 - February 28, 2109

Macademics

Angel has put forward an application for research through the McPherson Institute Student Partners Program and it was accepted. The SPP has funded two undergraduate students to work on creating an Undergraduate Student Resource Guidebook. This will be promoted by the service and posted on the McPherson website. They also ran their annual Wikithon at the end of January. The event went well and improved upon last years event. I personally attended, and seen numerous students making comments, giving ratings and making edits to current course outlines.

Maccess

Maccess recently hosted a Disability Discussion with EIO, Grad Studies and the 'Crippling Grad School' reading group which was very successful! This event provided them with insight into the questions students have regarding graduating and grad school, and they hope to offer another workshop later in the term as a continuation. They also co-hosted a coffee house with PCC as part of Transcendence week. Many students from the community came out and the event went well. Currently, they are focusing on training their new volunteers for the service, which will take place during the first week of March. They have been redeveloping training to make increase the quality and provide new case studies for the training.

Sponsorship and Donations

The Sponsorship and donations committee sent EB a list of 8 individuals requesting funding, for a total amount of \$1600. EB approved the funding request, leaving \$2000 left to be allocated for the rest of the year. If students are looking for the MSU to provide them with a donation to offset personal costs or looking for additional funds for a club,

event or service, check out our website and fill out a request form for funding! For more information, feel free to contact me or AVP Finance, Alex Johnston.

Social Sciences Students

Students from a second-year social sciences course sat in on our meeting today. They were tasked to sit in on any board meeting within the community and chose Executive Board to get a better understanding of the inner workings of our organization. It was great seeing students come out to our meeting; as a reminder, the SRA and general MSU members are always welcome to sit in on an EB meeting. We meet Thursdays from 11:30-1:30.

Accounting Clerk Memo

A memo was circulated to EB to discuss the transition of the multiple part-time Accounting Clerk positions into one singular full-time Accounting Clerk. There have been continuity issues within the accounting department, as each day a new individual is working in the office. If there is an inconsistency with a spreadsheet on Monday, the full-time staff won't see the clerk again until days later in order to address any concerns. This inefficiency is eliminated with hiring one full-time intern.

Moving forward, the full-time position will be filled by an upper level commerce student. Commerce currently has an internship program, and the MSU has discussed partnering with the Degroote School of Business to provide job opportunities to students. This position will be hired for a one year contract and the next EB will evaluate the success of this change. EB was in support of this change, given the information given to us. If you have any questions on the change, feel free to reach out to Scott or myself.

Best,

Shemar Hackett
SRA Social Sciences
McMaster Students Union
Hacks1@mcmaster.ca



MEMO

From the office of the...
Vice-President (Finance) & CFO

TO: Student Representative Assembly
FROM: Vice President (Finance)
SUBJECT: Report and Update
DATE: March 6, 2019

Members of the SRA,

Thank you for taking the time to review my report. Throughout this year, I have written extensively detailed reports regarding my progress on projects within in the MSU. On March 24th, the next and final SRA meeting for this assembly, I will be presenting my final year end report. Because of the quick turnaround from this SRA meeting to the due date of that final report (6.5 business days), I do not feel that it would be a worthwhile allocation of my time to craft an extensive update for you today. Instead, I plan to spend the roughly 6 hours that I would have spent writing this report to continue to develop important projects for the success of the union. I hope that you will understand my point of view and agree with this decision. If not, please inform me at your earliest opportunity, and I will work tirelessly to draft a suitable update report for you.

During my presentation at the SRA meeting, I will give a verbal overview of exciting updates and project progress. I will also happily answer any and all questions you have regarding any portion of my role. For question fodder, you can review my previous three reports, as well as my election platform. On February 26th, I created a Google Drive folder with all of these documents, making it easily accessible to you. That can be found by copying this link: <https://drive.google.com/open?id=1YLNACkhAOPPGgc5p1nIMxvoqOCVkkC3>
[V](#)

Do trust that my year end report will be an in depth review of my successes, failures and progress as VP Finance this year.

Sincerely,

Scott Robinson
Vice President (Finance)
vpfinance@msu.mcmaster.ca

