

Executive Board Meeting 21-03
Thursday, July 8, 2021 @ 2:00pm EDT
Remote Meeting, Microsoft Teams

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

Called to Order 2:03pm

Present Baig, Chui, Della-Vedova, Devarapalli, Dhiloon, Jayachandran, McCauley, Sajid, Teel

Late

Absent

Others Present J. McGowan (General Manager), V. Scott (Recording Secretary), Anika Anand (SHEC Director), Mitchell German (Spark Director), Ivy Quan (EFRT Director), Stephanie Chin (PCC Director), Sofia Palma Florido (Diversity Services Director)

1. Adopt Agenda

Moved by Jayachandran, **seconded** by Devarapalli to adopt the agenda, as presented.

Vote on Motion

Motion Passes

2. PCC Report – Stephanie Chin presented

- Chin summarized the report.

3. EFRT Report – Ivy Quan presented

- Quan summarized the report.

Questions

- McGowan stated that it was good chatting with Quan earlier this week. He stated that he could follow up with Kevin Beattie at Housing and Conference Services to see if they could get a response.

4. SHEC Report – Anika Anand presented

- Anand summarized the report.

5. Spark Report – Mitchell German presented

- German summarized the report.

Questions

- McGowan stated that through the Marketing and Comms budget there might be some short-term funds. McGowan gave Kudos to German for the report, he liked how specific the social media section was. German stated that the promo coordinators have been doing a great job.
- Della-Vedova asked about the criteria for the sponsorship. German responded that in the operating policy there is a section about a certificate of achievement being given out to those who did a certain number of sessions, so eligibility for the sponsorship will require this certificate and being enrolled in first term. They added that there will be an application process, which hasn't been finalized, but the purpose is for the student to provide what skills they have gained and their commitment to safer space. German added that the Team Leaders will verify internally.

6. Close MSU Seat on Sponsorship & Donations Committee

Moved by Della-Vedova, **seconded** by Baig to postpone closing the Sponsorship & Donations seat to EB 21-04.

Motion Passes

7. Diversity Services Peer Support Proposal

Moved by Baig, **seconded** by McCauley that the Executive Board approve Diversity Service's Peer Support Pilot Project Proposal, as circulated.

- Devarapalli went over the proposal with the Board.
- Baig stated that they were looking forward to seeing how it goes.
- Della-Vedova asked why the \$100 difference in the budget.
- Palma Florido responded that the \$100 was no longer a concern as it was to go towards office supplies to facilitate the community, but everything will be virtual.

Vote on Motion

Motion Passes

8. Diversity Services Job Description

Moved by McCauley, **seconded** by Devarapalli that the Executive Board approve the changes to the Diversity Services Events Coordinator job description, as circulated.

- Devarapalli stated that this is solidifying the addition of community circles.

Vote on Motion

Motion Passes

9. Working from Home Allowance

- McGowan stated that while they haven't confirmed the MSU plan of what it will look like in September, they are leaning towards many staff members working from home or having a blended experience. McGowan stated that with feedback from the Board of Directors he was working with the concept from last year, using a tiered system. He added that the criteria has changed from being office equipment to expenses and will be doing updates in information and questions about how things could look.

Moved by Teel, **seconded** by Baig that the Executive Board approve the Working from Home Allowance for expenses as follows, as circulated:

- New Full Time Staff who are eligible - \$250.00
 - Returning Full Time Staff and Part-Time staff who are eligible - \$125.00
 - Deadline: December 20, 2021
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- Teel stated that it was important to keep supporting staff to make things easier to work from home.
 - Baig stated that they've been excited to see how this would since it was discussed last meeting.
 - Della-Vedova asked if there would be any changes to make it flexible or would it be revised in the coming weeks.
 - McGowan stated that he did circulate more broad criteria.

Amendment

Moved by Della-Vedova, **seconded** by Devarapalli to amend the motion to read: **Moved** by Teel, **seconded** by Baig that the Executive Board approve the Working from Home Allowance for expenses (costs such as internet, paper and other misc expenses will be addressed) as follows, as circulated:

- New Full Time Staff who are eligible - \$250.00
 - Returning Full Time Staff and Part-Time staff who are eligible - \$125.00
 - Deadline: December 20, 2021
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- Della-Vedova stated that the amendment was to clarify the criteria.

Vote on Amendment

Motion Passes

Main Motion

Moved by Teel, **seconded** by Baig that the Executive Board approve the Working from Home Allowance for expenses (costs such as internet, paper and other misc expenses will be addressed) as follows, as circulated:

- New Full Time Staff who are eligible - \$250.00
- Returning Full Time Staff and Part-Time staff who are eligible - \$125.00
- Deadline: December 20, 2021

Vote on Motion**Motion Passes****10. Closed Session**

Moved by Chui, **seconded** by Baig to move into Closed Session.

Vote on Motion**Motion Passes****11. Return to Open Session****Information and Question Period**

- Scott stated that students are still covered under the Health and Dental plans until the end of August and asked that everyone to please share that with their constituents.
- McGowan stated that the Food and Beverage proposal request received five in total, and that the review committee will be getting together soon. He added that the Campus Media ad-hoc has met. There will be information coming forward to the next EB meeting for a plan for operations in the Fall.
- Baig asked if there were any updates on back to campus. Della-Vedova responded that they haven't heard a lot in the past two weeks and that they're in a holding pattern. They stated that academic spaces are set, but they're not getting a lot of headway in terms of answers.

12. Adjournment and Time of Next Meeting**Time of Next Meeting:**

**Thursday, July 22, 2021
2:00pm
Remote Meeting, Microsoft Teams**

Moved by Della-Vedova, **seconded** by Teel that the Executive Board meeting be adjourned.

Motion Passes

Adjourned at 3:51pm

/vs