



# REPORT

*From the office of the...*  
**Vice-President (Finance)**

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TO: Members of the Student Representative Assembly  
FROM: Jeganiyah Jayachandran (JJ), Vice-President (Finance)  
SUBJECT: SRA 21M Report  
DATE: January 9, 2022

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Dear Members of the Assembly,

Happy New Year! I hope you are all are doing well & had the time to refresh during the winter break. Outlined below are some of the events, projects, and activities, in which I have engaged in thus far or completed.

## **EVENTS, PROJECTS & ACTIVITIES**

**Welcome Week Advisory Committee (WWAC):** Confirming faculty reimbursements through the SA Office for 2021 WW expenses. I am also in bi-weekly NODA meetings in which we continue to analyze the logistics associated with the new WW board & planner equity changes. The committee is beginning to plan overall structure for the upcoming WW.

**Financial training to PTMs and Directors of MSU services:** Since my last update, I was able to host a synchronous training session with the VP Admin to provide further clarifications around the process for making purchases. This was able to resolve some of the difficulties that the accounting team & myself were facing due to errors when submitting Pos and miscommunication. Directors and assistant directors were able to ask questions regarding sponsorships, overtime hour tracking, and etc.

**Financial Transparency Campaign Week:** With the help of Nathan, Harleen (Clubs Accounting Clerk), the finance committee, & the Comms team, we were able to successfully run our first financial transparency campaign week in Fall. I am looking forward to hosting another transparency campaign for the Winter term, hopefully with some aspects in person with anticipated return to in-person classes in February.

**Clubs Special Funding:** Harleen & I reviewed over 250 Clubs funding requests in October and November. With anticipated return to campus, we will be providing clubs with an application form for clubs special projects funding. This funding is provided for events that promote collaboration among multiple clubs.

**Student Life Enhancement Fund (SLEF):** Working alongside University stakeholders, including Nancy from Sean Van Koughnett's office, we were able to coordinate the dates for the SLEF fund – this includes the call for ideas (submission period), selection dates, and student voting dates. Nathan was able to compile graphics for social media promotion via the comms team & I worked with Adit on a short promotional video. Following the deadline in November, the SLEF subcommittee has met to review the submissions to determine which ideas will be up for voting during the presidential voting period. Members have divided the ideas to determine feasibility & possible implementation of each idea.

**USIF Funding:** I was able to meet with Nancy Sean Van Koughnett's office & review funding requests that were received for the Fall term USIF funding. We determined approved funding values for groups & the MSU is currently in the process of transferring those funds to student groups. With the winter application deadline approaching, I am looking forward to working with the comms team to promote the fund on our social media as well.

**Hiring:** With the departure of our Outreach Coordinator from CFMU, I have been working with Renee & the CFMU team to initiate the hiring process. We have reposted the ad on Indeed due to the lack of applications received & will be reviewing the applications received.

**Finance Committee:** Chaired by the AVP Finance, this committee will begin to meet weekly for the Winter term. During the fall term, we reviewed various budgets from Bylaw 9 groups that presented at SRA. The Finance Committee also played an integral role in the Financial Transparency Week.

**MSU Courtesy Card:** I have confirmed discounts with on-campus & local Hamilton vendors. I will be coordinating with Paula from UG to print these cards for MSU members. I will be sending out a form for interested people to fill out, to ensure that we are not over-printing cards.

**Appreciation for SRA & SOPs:** I have looked through pricing and design options for appreciation merch. Once the colours are confirmed, I will be sending out a form with sizing information, to place the order through UG.

## **CURRENT CHALLENGES**

**Transition to in-person programming for February:** The past few months have posed a lot of uncertainty around re-opening of campus & return to in-person programming. With recent updates from the University regarding most classes returning to in-person delivery, the MSU office will also plan our transition of staff and students back to campus.

If you have any questions or concerns, please do not hesitate to contact me by email at [vpfinance@msu.mcmaster.ca](mailto:vpfinance@msu.mcmaster.ca). I am always open to collaboration & supporting you in your year plans and goals

Wishing you all the best,

Jeganiyah Jayachandran (JJ)  
Vice-President (Finance) & CFO  
McMaster Students Union