



REPORT

From the office of the...
First Year Council Coordinator

TO: Members of the Executive Board
FROM: Julian Vincent T. Dychiao
SUBJECT: First Year Council Report 4
DATE: February 24th, 2022

Yearplan Update

First-Year Council (FYC) is on track to meet the goals of the second semester. I initially planned to focus a lot of the advocacy work through our consultation committees in this term. At this point, FYC representatives are more comfortable in their roles and being proactive to run events on their own. The incoming FYC Coordinator is about to be hired and will slowly start the transition process

Events, Projects, & Activities

Projects & Events: First-Year Formal! A Starry Night (to remember) (Upcoming)

With the in-person capacity to be most likely lifted by March 1st, First Year Council has decided to pursue a First Year Formal this year. We've spoken to Denver, the MSU President, and Representatives from Campus Events and we've determined that hosting a formal at the end of March is feasible. Our expected date is Saturday, April 2nd, from 8pm-12am, and will take place in CIBC Hall in third floor MUSC. The formal will be limited to 600 first-year, McMaster students. Students will be provided with finger food/ floating appetizers and non-alcoholic beverages for refreshments. There will be alternative activities present during the night in case students don't want to dance.

Here is the progress we've made so far:

- Set up an Eventbrite page for ticket sales (will go live on March 7th)
- Submitted an EOHSS form (waiting for approval)
- Created a budget with help from Campus Events and submitted that to VP finance
- Submitted an Promotions intake form to the Underground (waiting for drafts)
- Reached out to Paramount catering services (meeting with them next week)
- Reached out to AVTEK (meeting with them next week)
- Reached out to McMaster Special Constable to provide security for the

event (waiting on a price point but they mentioned that they are happy to provide security!)

- Reached out to EFRT, SWHAT, Red Frogs (for hydration station)
- Reached out to external companies to find a DJ, photographer, photo booth, karaoke station, decorations/interior design (we are waiting for quotes on these services)

Projects & Events: Back to Mac Giveaways (Complete)

First Year Council's Back to Mac Giveaways will be our first event of the semester. This is mostly a social engagement activity where students will have the opportunity to participate in daily contests/challenges and win prizes. The challenges and respective prizes for each day is as follows:

1. Monday: Announcing TikTok contest with the theme of favorite memories on campus. The winners of this contest will win an Ipad Mini to be announced on Friday
2. Tuesday: Campus Store giftcard giveaway contest
3. Wednesday: Campus Photo contest (or snowman building contest weather permitting) and the winner will receive a personalized campus store sweater
4. Thursday: Uber eats gift card giveaway conteste
5. Friday: Announcing winners to TikTok contest and social night

The social night on Friday had a lower turn out than expected. However, it completely slipped our mind that there was a chemistry midterm the next day. We learned to schedule events around midterms or give first-years a lot of notice on when events will be held.

The prizes for the social media contests have been ordered. PO orders have been sent to Accounts Payable.

Projects & Events: Consultation Committees (Ongoing)

First Year Council Consultation committees are making a lot of progress. The student life consultation committee will be meeting with campus partners this week to discuss the Residence Life Budget. In addition, other FYC members will be having a discussion this week with Housing and Conference Services regarding the effectiveness of Archway in residence communities and how the program can be modified in future years to improve student engagement. Finally, FYC members are interested in making a website that encompasses all the information prospective first-years need to know before, during, and after living in residence.

Projects & Events: First Year Website (Ongoing)

One of the initiatives that our chair, Halle, was very passionate about since the beginning of her term was making a website that centralizes all the information first-years need to have to succeed before, during, and after first-year. Before the spring break, FYC met with Archway, and folks from the student success centre

to discuss how we can get started on this website. Currently, we are comprising a list of what kind of information should be stored in the website and then move on to start developing the site.

Projects & Events: Hospitality Consultation Committee (Ongoing)

The Hospitality CC met with Cathy Tatsis from Hospitality Services to discuss ways to make hospitality hours of operation move convenient for first-year schedules. One of the concerns we've been hearing is that not a lot of places are open on weekends and units that offer vegetarian and vegan options like Chopped Leaf close too early during the week. We are finding ways to modify the hours of operations and extend hours during midterm and exam season

Projects & Events: Housing and Student Life (Ongoing)

The Housing and Student Life CC met with Chris Eley from Housing and Conference Services to discuss the residence life budget. Here, FYC representatives had the incredible opportunity to recommend changes on the pricing of various residence room types based on the feedback and concerns we received through discussions with other first years. We are currently working on a project to increase the number of videos and images of certain residences and room types on the website so that prospective students have a better idea on how they're potential residence room would look like. Currently, there is a lack of representative videos/images of residence room types, leaving incoming students to feel underprepared when moving into residences.

Projects & Events: Student Code of Rights and Responsibilities Consultation Committee (Ongoing)

The Student Code CC met with Michelle Treleaven before the March break to discuss how first-years can be more aware of the Student Code of Rights and Responsibilities. We are working on a project where students can complete a mini course shell on Avenue.

Projects & Events: Collaboration with Archway for Health and Wellness (Okanagan Application Grant) (Upcoming- Submission on Feb 28th)

The Health and Wellness CC has finally found a campus partner! After having initial meetings with Sean Beaudette from Archway, we realized that it would be a great opportunity for FYC to collaborate with Archway in various aspects, one being to start the Health and Wellness consultation committee. One of Archway's key pillars is to promote health and well-being within the first year population. There are 3 main projects within Health and Wellness that FYC is extremely passionate about:

- Providing a FREE headspace subscription for future first-years: Headspace is a guided meditation app that we think would benefit first-years in the future. We are applying for a \$5000 grant from the Okanagan Special Project Funding program. We have started reaching out to Headspace and are also looking for other ways to make this happen should the grant not be successful

- Making Seasonal Affective Disorder (SAD) lights available in residences: We are currently collaborating with Archway and Residence Life to apply for the \$5000 grant from the Okanagan Special Project Funding program. We think that this project has a strong potential especially with two main bodies and will reap so many benefits for prospective first-year students living in residence
- Therapy Dogs

Projects & Events: Second Year Specializations with Archway (Upcoming)

FYC is collaborating with Archway and the Student Success Centre to host an event that informs first-year students on second-year specializations.

Projects & Events: First Year Representative Assembly (Ongoing)

Vice Chair External hosted the First Year Representative Assembly (FYRA) before the break.

Outreach & Promotions

Summary

FYC has been steadily increasing our social media followers. We recently created a TikTok account which we expect to have a high engagement. We've posted our 73 Questions videos. We will continue to use our Instagram live features to promote our events and initiatives.

Finances

Budget Summary

In the past few weeks and this week, PTM has been using the budget for volunteer appreciation and purchasing the prizes for our Giveaway events next week. A big portion of our annual campaigns budget line will be going towards the formal. I am looking to have a meeting with the VP Finance to approve of the formal budget.

| ACCOUNT CODE | ITEM | BUDGET / COST |
|---------------------|---------------------|----------------------|
| ex: 5003-0101 | Masking Tape | 5.00 |
| | TOTAL SPENT IN LINE | 95 |
| | REMAINING IN LINE | 20 |
| | TOTAL SPENT IN LINE | |
| | REMAINING IN LINE | |
| | TOTAL SPENT IN LINE | |

| | | |
|--|-------------------|--|
| | REMAINING IN LINE | |
| | | |

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| | TOTAL SPENT IN LINE | |
| | REMAINING IN LINE | |
| TOTALS | | |
| TOTAL BUDGETED DISCRETIONARY SPENDING | | |
| TOTAL ACTUAL DISCRETIONARY SPENDING | | |
| REMAINING DISCRETIONARY SPENDING | | |

Executives & Volunteers

The engagement and dynamics of FYC representatives are great. Folks are proactive in the respective residence communities and are constantly looking for ways to improve the first-year experience. I just ordered FYC sweaters for volunteers and I expect those to arrive within the next week or so.

Successes

In our previous meeting, we mapped out what second semester would look like. We brainstormed event and initiative ideas that we wanted to complete before the end of the school term and created a tentative timeline for those activities.

The progress we are making in our consultation committees and advocacy initiatives is remarkable. It's great to have the opportunity to work with campus partners to bring our visions to life.

Current Challenges

Because the schedules of our representatives are all over the place, it has been challenging to find a meeting time that works for everyone. Meetings are currently being held on Tuesday night, but unfortunately, not everyone can make it. To go about this, PTM is hosting two separate meetings to accommodate for everyone's busy schedules and to ensure that everyone is up to date.