

**Executive Board Meeting 22-03**  
**Wednesday, June 22, 2022 @ 10:30am**  
**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 10:34am**

**Present** Chui, German, Prakhar, Singh, Wang, Wong  
**Late** Goswami  
**Absent** Anand, Mannat  
**Others Present** J. McGowan (GM), V. Scott (Recording Secretary), M. Wooder (MCD), Justin Phung (AVP (Services)), Sinead George (Maroons Coordinator), Emily Liang (SHEC Director), Chitrini Tandon (FCC Director), Vithuyan Sugumar (SWHAT Coordinator),

**1. Adopt Agenda**

**Moved** by German, **seconded** by Chui to adopt the agenda, as presented.

**Motion Passes**

**2. FCC Report – Chitrini Tandon presented**

- Tandon summarized the report

**Goswami arrived at 10:40am**

**Questions**

- Wooder thanked Tandon for the report. He asked them to talk more about creating a logo. Tandon responded that the group was interested in posting different posters around La Piazza and MUSC, as well as having an Instagram account. They added that they're just going through the edits now and the next meeting is the 28<sup>th</sup>.
- Wooder stated that this campaign should be featured on the FCC social media accounts so that students know who is hosting it. He stated that creating a brand new social media dilutes the audience for the original service. Tandon stated that they were setting up a meeting with the group and will go over the reasoning for wanting to create the new account.
- McGowan asked if Tandon had heard anything about Bridges, which Hospitality said they weren't opening in September. Tandon stated that they hadn't heard anything from Bridges but there was access to the space last year.

**3. Maroons Report – Sinead George presented**

- George summarized the report.

#### Questions

- Wooder stated that they could talk more about promo and that he was happy to help.
- German asked about the expectations for the WW Orientation Committee. George responded that they didn't include it in the report, but they've been sitting on the committee for themes. They stated that it's been great to get to know so many people and that there was a lot of collaboration between SSC and other academics in McMaster. German thanks George for the update.
- Singh asked if the colour scheme was something new. George stated that the colours were implemented within the last year. Wooder stated that services were able to define their annual colour scheme through the visual identity guide.

#### 4. SHEC Report – Emily Liang presented

- Liang summarized the report.

#### Questions

- German thanked Liang for the report. They offered their help with resources for the guidebook SHEC was creating. They asked for Liang to touch on the challenges briefly. Liang responded that they will reach out about the guidebook. They explained that their challenge isn't a challenge yet, but the promo budget is a bit small compared to everything that the service would like to accomplish this year.
- Wooder thanked Liang for the report. He stated that when the Comms teams meets with SHEC about promo they can go over the budget. He stated that he will help with the pull-up banner costs.
- Singh asked for the usage for the health dispenser and asked if it could be tracked. Liang responded that they don't know if usage was tracked before but can going forward. They added that it has been refilled three times since mid-May.

#### 5. SWHAT Report – Vithuyan Sugumar presented

- Sugumar summarized the report.

#### Questions

- McGowan thanked Sugumar for a great report. He stated that if there are any challenges with the space or need support to let the MSU know. Sugumar responded that they did email MAPS the other day and was waiting on a response. They added that they're still trying to figure out all the details.
- German thanked Sugumar for the report and stated that if help was needed for hiring to please reach out.
- Wooder let Sugumar know that they can reach out to him once SWHAT has an idea of promo items.

## 6. Close MSU Seat on Sponsorship & Donations Committee

**Moved** by Singh, **seconded** by Wong to postpone the motion until the next meeting.

### Motion Passes

## 7. Proposed changes to Operating Policy – SWHAT

**Moved** by German, **seconded** by Wong that the Executive Board approve the proposed changes to Operating Policy – Student Walk Home Attendant Team (SWHAT), as circulated.

- German stated that there were a couple of changes being proposed for SWHAT's operating policy, including the removal of the Special Projects Coordinator position. German went over the memo with the Board.
- Singh stated that this seemed reasonable and that SWHAT has gone through a lot with the impact of COVID.

### Vote on Motion

### Motion Passes

## 8. Proposed changes to SWHAT Dispatcher Job Description

**Moved** by German, **seconded** by Wong that the Executive Board approve the proposed changes to the SWHAT Dispatcher job description, as circulated.

- German went over the memo with the Board.

### Vote on Motion

### Motion Passes

## 9. Service Yearplans

**Moved** by German, **seconded** by Wong that the Executive Board approve the following PTM Service Yearplans, as circulated:

- Diversity + Equity Network
- EFRT
- FCC
- Macademics
- Maroons
- SHEC
- Spark
- SWHAT

- German stated that all of the yearplans were being presented with the exception of PCC, WGEN, and Maccess due to having to hire new Directors. They stated that they and Scott went through all of the yearplans and left the PTMs with feedback and comments, and gave PTMs a week to make the final edits.
- Wooder stated that this was overall some of the best yearplans that he had ever seen. He stated that he wanted to draw attention that came up with EFRT late last year, and that being the participation of EFRT responders in the community. Wooder stated that it's clearly laid out what they want to do and since it's also saying there's a disconnect with communication with the MSU he wanted to make sure everyone was getting off on the right foot.
- German stated that in terms of responding off-campus, nothing has been confirmed. They stated that it was made explicitly clear that responding off-campus was a bigger conversation to be had with the MSU. German explained that in terms of communication it came down to misconceptions left for the PTM entering their role from their predecessor, such as job descriptions being approved without the MSU never seeing them before, and hiring for positions not in the operating policy. German stated that it has been leading to a lot of back and forth, but felt that their personal communication was fine.
- Wooder asked if it would be inappropriate to approve the yearplan if it was still being worked on.
- German stated that they see the yearplans being fluid, in an ideal world the PTMs do what they want to do and the MSU respects the passion about the roles. German stated that they were comfortable approving this, as long as talks continue about the off-campus responding.
- McGowan stated that it was a goof thing to note, and agreed with German. He stated that they've had a lot of discussions with EFRT, not just about funding but also about their scope. The off-campus discussion would need to be held about how far off campus were students expected to go due to volunteer safety and such.
- German stated that there has been a lot of back and forth about off-campus responding and it's difficult to reason with EFRT as they play an important role within the community, but German thought that from a liability standpoint the organization would have to look into insurance. German brought forward another concern about how year after year EFRT complains about them and their volunteers being burned out, and expanding the scope will make the issue worse. They stated that they and Scott suggested increasing the number of responders each year, and increase the budget, but it wasn't taken up well.

## **Vote on Motion**

### **Motion Passes**

## **10. Information and Questions**

- McGowan stated that there will be proposals coming forward for the use of the Compass space in the MUSC Atrium soon. He added that they're also working on updating the Business Operating Policies for the Food and Beverage operations. McGowan stated that Chartwells is working on marketing materials with the MSU and going over menu development. He stated that the hope was that construction would be done by mid-August. McGowan added that the largest issues are recruitment of staff as the operations haven't been open the past two years.
- Wooder announced that after a long hiatus the MSU Golf Tournament will be held tomorrow. He stated that the MSU social medias are doing well and that they've started up a 'back to mac' campaign.
- German announced that they were able to get training secured for July 16 and will be communicating that to the SRA and PTMs shortly. German clarified a point from FCC with 'loonies for lunches' and that this was done for a class and the class partnered up with FCC and Hospitality to collect one-dollar donations with a \$300 monthly maximum supporting Lockers of Love.
- Singh stated that they have been working on their yearplan and having good conversations about OERs and collecting data. They stated that they've been having so many meetings. Singh added that they're helping out with FYC and was excited to start working with the Coordinator.

#### **11. Adjournment and Time of Next Meeting**

##### **Time of Next Meeting:**

**Wednesday, July 6, 2022**

**10:30am**

**Microsoft Teams**

**Moved** by Sim, **seconded** by German that the Executive Board meeting be adjourned.

**Motion Passes**

**Adjourned at 11:40am**

/vs