



MEMO

From the office of the...
FCC Director

TO: Members of the Executive Board
FROM: Chitrini Tandon
SUBJECT: Proposed Changes to the Food Collective Centre Operating Policy
DATE: July 6th, 2022

Dear Executive Board,

It is important to ensure that the operating policy of our services are up to date, and as such I am proposing the following edits to the FCC Operating Policy. These changes include editing three separate sections: 2.5, 3.2, and 2.6, and the addition of section 3.7. The edits being made to the operating policy are crucial to ensure that accurate information is available to McMaster students and to continue to have transparency of the MSU services with the MSU members. The edits and the reasoning for doing so are outlined below.

Section 2.5

Meal Exchange has decided to sunset the organization, this means that there will no longer be a McMaster chapter which is why we have decided to remove it from the OP. In its place we have included our partnership with the Community Fridge which started last year. I believe that it is important to include our partnership with the fridge because of the creation of the Community Fridge Liaison role that I am also proposing, which is also stated in the addition of section 3.7. Including this in our operating policy will ensure that FCC continues to play a key role in the day-to-day operations of the fridge and decision-making. Additionally, continuing our partnership with the fridge will also ensure that student voices and needs are being heard.

Section 3.2

Section 3.2.1 is being removed for the same reason as stated above being that there will no longer be a McMaster chapter of Meal Exchange. Section 3.2.3 removes the role of "Events Coordinator" and replaces it with "Social and Political Advocacy (SPA) Coordinators" this is due to the fact that we no longer have an Events Coordinator role and have not had this role on the FCC team for at least the past two years. Additionally, the Assistant Director has overlooked the SPA Coordinators in the past which was not mentioned in the Operating Policy and has now been included.

Section 3.6

This section replaces the description of the Events Coordinator with the description and role of the SPA Coordinators. Section 3.6.1 states the role of the SPA Coordinators as stated in their Job Description. The role of SPA Coordinators has existed for at least the past two years which is why I believe that it should be reflected in our operating policy.

Addition of Section 3.7

The addition of this section is important due to the proposed Community Fridge Liaison (CFL) exec role. I describe the importance of the CFL role in the Job Description memo but to summarize it is a valuable addition to the FCC because it will ensure that we are able to continue to dedicate our insight, advice, platform, and labour to the community fridge. It will also be a meaningful way for the MSU to contribute to food security on campus.

This section is broken into three subsections explaining what the expectations of the CFL would be, which would primarily be to support the partnership between the fridge and FCC. It also states that they would follow their Job Description and be hired by the FCC Director, which is the standard method followed for volunteer executive roles in MSU Operating Policies.

Ensuring that the operating policy is up to date is important because it maintains an accurate representation of the service to the McMaster community and to external parties who may have inquires. Additionally, it clearly outlines the roles of the exec team which is useful for the hiring process and to ensure that expectations and procedures are clearly outlined.

Thank you for your continued support.

Best,



Chitrini Tandon
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