



REPORT

From the office of the...

AVP Services

TO: Members of the Student Representative Assembly
FROM: Justin Phung, AVP Services
SUBJECT: SRA 22I Report
DATE: October 30, 2022

Progress on Yearplan

Hope everyone is doing well!

Services Committee has been going splendidly as we begin to finalize the survey questions that will be administered to the executives/volunteers of the services as well as the general student population. As a reminder, the services the committee is reviewing this year are Macademics, Maroons, PCC, and SWHAT.

Some PTMs have expressed that completing the surveys earlier in November will result in volunteer feedback that may not be accurate given their short transition time into their role. As a result, executive/volunteer surveys will be released likely mid-November to early-December before exams start. Otherwise, plans are going according to schedule!

Past Events, Projects, & Activities

External research

- Each member of the Services Committee has been researching equivalent services to Macademics, Maroons, PCC, and SWHAT at other undergraduate student unions for Ontario universities
- They've summarized the available information and provided appropriate links to compile the research for each service, also noting down operating policies or bylaws for the equivalent service
- The aim will be to integrate this research into the final reviews for each service to offer any recommendations/suggestions for service improvements here with the MSU

Upcoming Events, Projects, & Activities

Finalizing executive and student surveys

- I am just finalizing and formatting the survey questions for each of the services
- Once this is completed, Services Committee members can offer their feedback and suggestions to the survey questions for Macademics, Maroons, PCC, and SWHAT

Final PTM meetings

- Service Committee members can sit in on the final services meetings to solidify the survey questions that will be released to the executives in November and the general student population in January

Outreach & Promotions

- Will discuss survey promotions soon with Marketing Director with regards to promoting the finalized surveys to the general student population
 - Receive input from Services Committee members for incentives
- Services Committee members can sign up in pairs/trios to let classes know about the surveys and rewards

Successes

- Services Committee has begun to wrap up the external research portion of the service reviews as I finalize the surveys. Despite the “dry” work that the research is, I greatly appreciate their time and dedication to do so despite their busy schedules.
- On my side, consultations with PTMs have gone well with strong feedback and dedication going into the design of the survey questions

Current Challenges

- My sincerest apologies as school and other commitments have pushed me a bit behind with leading and communicating with the Services Committee, but I’m looking forward to finalizing the survey questions with the PTMs and receiving everyone’s feedback.

Volunteers

- I wanted to thank Dominic, Veronica, Zimo, Grace, and Isabel for the work they’ve done so far for the committee and their open communication! I would also like to thank Mitchell German and Simranjeet Singh (former AVP Services) for their expertise and guidance throughout the past couple months. Looking forward to filling the vacant SRA seat on the Services Committee!

Best,

Justin Phung
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