

Executive Board Meeting 23-26
Wednesday, February 28, 2024 @ 2:30pm
MSU Boardroom, MUSC 201

Called to Order 2:39pm

Present Ahmad, Arora, El-Kadi, Khan, Otchere, Samuels, Wang, Yang

Late

Absent Popovic

Others Present J. McGowan (GM), V. Scott (Recording Secretary), M. Wooder (MCD), Abullah Masudi (APA), Fezan Khokhar (EFRT Director)

1. Adopt Agenda

Moved by Wang, **seconded** by Samuels to adopt the agenda, as presented.

Amendment

- Scott – add ‘Hub Student Life Representative Job Description’

Vote to Adopt

Moved by Wang, **seconded** by Samuels to adopt the agenda, as amended.

2. EFRT Report – Fezan Khokhar presented

- Khokhar summarized the report.

Questions

- Arora asked for the status on the responder pants. Khokhar responded that they have been ordered, and the pricing was in line with the standards. They added that the pants were cheaper with the vendor they went with and included tailoring.
- McGowan gave kudos to the EFRT team. He asked if EFRT was still offering first aid training for the McMaster community. Khokhar responded that EFRT still offers first aid training to the community, but it has been a bit weaker this year. They explained that the Internal Coordinators didn’t want to run the courses, but that was the position that they went for. Khokhar added that when hiring for Standard First Aid instructors next year there will be a bigger group, and the courses will be decided upon before each semester starts. They stated that by May 20 the hope will be to know all of the courses from May to September, and they will promote it via social media channels. Khokhar added that the plan is to make sure they’re run better next year.
- Khokhar asked the Board if it would be okay for the EFRT team to contribute to a medical journal. They explained that the conference they went to was asking for more people to contribute to more evidence-based practises for collegiate care, and that the team was interested in helping out. Khokhar added that they asked to see what would be best to submit since it’s a national publication. McGowan stated that information sharing was common amongst services, but sometimes when that happens a practise

that might not be organizational policy may make its way in. He suggested making sure it was approved by the Advisory Committee and reviewed by the Medical Director. Wooder added that when it comes to the hiring aspect of sharing practises, EFRT should be utilizing generalized terms and managing people's expectations and that it should also be based in policies and practises. Wooder offered to help with the generalized information. The Board continued to discuss this topic, and suggested putting it to a small group or an individual within EFRT without making it a Team effort.

3. FYC Coordinator – Abdullah Masudi presented

- Masudi summarized the report.

Questions

- Khan stated that Spark and FYC had been in consultation about first-year formal a lot. They explained that Spark tried to book the formal for the Winter term but there were conflicts with Charity Ball and working around other faculty formals, so it leads to the formal being done first semester and booking would need to be done by the summer. They stated that they're willing to listen to any alternatives being suggested. Khan added that FYC wasn't treating the Committee Room well, and that some members have been rude to others in the space. Masudi thanked Khan for bringing forward that information, and stated that they will have a conversation with the Chair and exec positions. They added that the other alternatives aren't that great for formal, and one of the only ones that could work is making sure the outgoing FYC is helping set this up for the incoming FYC. Wooder added that in a lot of the conversations there was no structural way that FYC could help before the event. He stated that his advice would be to have Spark and FYC connect with Charity Ball to see if there was an all-in-one solution.

4. Macademics Reports – report circulated

- El Kadi summarized the report.

Questions

- Samuels stated that they were more than happy to help with the connection email to the Dean of Business. Samuels asked if PiHED and Teaching Awards have been together at one point. Wooder responded that they were separate awards. He explained that PiHED is done with the VP (Education) along with TAC, but it's not necessarily together.
- Samuels offered herself as support with the bigger University admin, if needed. They stated that it was in their transition about being there for support for big ticket items. Wooder responded that it's usually on an ad-hoc basis, and if Macademics was having a difficult time then the VP (Education) would help. El-Kadi suggested reaching out to the Coordinator.

5. Maccess Report – report attached

- El-Kadi summarized the report.

6. Hub Student Life Representative Job Description

Moved by Samuels, **seconded** by Otchere that the Executive Board approve the creation of the Hub Student Life Representative job description, as circulated.

- McGowan summarized the memo for the Board. He explained that they're trying to increase the hours of the Hub, and can't get it done without more teammate for the Student Life Director.
- El-Kadi asked how many they will hire.
- McGowan responded that the director given to German was 6-8 to start. He explained that the goal was to create a strong team and that if more were needed, they could be hired. He explained that the challenge of hiring too many people at once was that it was possible to not give adequate training. McGowan added that they're hoping to get some core staff and then add on to it. He explained that the operational hours will be based on student availability and the hours assigned.
- El-Kadi asked for clarification on the operational hours.
- McGowan responded that it's based on what the operational hours would be during the summer, and they wouldn't need PT staff if the facility wasn't available.
- Otchere asked about the hiring process and if they need to strike a hiring committee.
- El-Kadi responded that it would be German, the Campus Events Director, and Popovic.
- Scott stated that this job description will go to wage review once it has been approved.

Vote on Motion

In Favour: 7 Opposed: 0 Abstentions: 1
Motion Passes

7. Closed Session

Yang left at 3:45pm

Moved by Wang, **seconded** by Khan to move into Closed Session.

Passes Unanimously

8. Return to Open Session

Yang returned

Information and Questions

- Scott informed everyone that Votes of Confidence for ArtSci, Business, Engineering, Science, and Social Sciences will be happening on February 29, and the Health Sciences Caucus will be going to an election on March 6&7. Nominations are still open for Business (1), Engineering (2), Kinesiology (2), and Nursing (1). She announced that there are two items for Referenda also going to a vote on March 6&7: the food accessibility initiative, and the Mac Bike Share pass.
- Wooder announced that some video projects will be coming forth. He stated one of them being a video recap of the Clubs Cultural Night, and a video for the upcoming referenda questions. Wooder stated that Battle of the Bands is going on, and that the Maroons clothing swap will be happening on March 12. Hiring is still on-going, with a lot of jobs on the website available to apply for. Wooder announced that Comms hiring is on-going and that the VP and Speaker Elections will be happening in April.
- Samuels stated that they were at Queen's Park yesterday advocating with Chegg and OUSA Home Office, and met with the Ministries of Education and Colleges and Universities. They explained that it was a very productive day and that they gained valuable insights to help create future policy iterations. Samuels reported that they still need SRA members to sit on the Valedictorian committees for Business and Nursing. They announced that OUSA GA at McMaster will be happening soon and that they were so excited to see everyone. They asked for any extra hands to help set up the day before.

9. Adjournment and Time of Next Meeting

Time of Next Meeting:

March 6, 2024
2:30pm EST
MSU Boardroom, MUSC 201

Moved by Otchere, **seconded** by Arora that the Executive Board meeting be adjourned.

Passes Unanimously

Adjourned at 4:02pm

/vs