



Services Committee 2024-2025

Meeting 24A Minutes

Date & Time: Friday, August 2, 2024; 5:00 pm - 5:50 pm

Location: Virtual (Microsoft Teams)

Present: Priya John, Simran Ram, Subah Rahman, Kashish Modi, Logan McLean, Anna Potter

Absent: Joshua Pickering

Items:

- 1) Committee Introductions/Icebreakers
 - Everyone talked about what they were up to this summer, their program and what they are looking forward to this coming month
- 2) Services Rundown
 - a. Familiarity w/ Student Services ([Maroons](#), [EFRT](#), [FCC](#), [PCC](#))
 - b. Service Structure
 - c. [MSU Org. Chart](#)
 - We discussed the overall structure of MSU and the services. We talked about Maroons, EFRT, FCC and PCC specifically and what the goals of these services are
- 3) Role of AVP + Services Committee
 - a. [Operating Policy](#)
 - b. [Bylaw](#)
 - We went over the policies and bylaws
- 4) General Expectations
 - a. For committee
 - b. For AVP
 - Using the operating policy and bylaw, we discussed the expectations for the committee

5) Timeline for tasks + goals

- We discussed how we want our Maroons and EFRT survey questions completed by October and sent out by November. Our PCC and FCC survey questions will be finalized and sent out by January.
- Our first report will be completed by December, and our last report by March
- Once our survey questions have been finalized, we will work on our external research

6) Summer Meeting Scheduling – Possibly one more meeting before the start of the term?

- We decided it would be best to meet at the beginning of the school term. A when-2-meet will be sent out.

Post-Meeting Tasks:

- 1) Survey Questions (Come up with potential questions for our surveys)
- 2) [External Research Document](#)
 - Take a look through this to get an idea of what external research looks like
- 3) Summer Meeting Scheduling
- 4) Facebook Messenger Group Chat
 - We will be using a FB messenger group chat

Date & Time of Next Meeting: TBD