

## Vice President Internal

Presented by: Ashmeet Kaur Saran  
Report to the Board of Directors  
August 2016

### 1. Governance & Board Secretary

The Governance committee met up once this month to start working on a new policy: Sponsorship Policy. This policy is intended to create a structure for sponsorship activities related to UFVSUS. With the new Society Act, the SUS Bylaws are being updated so that they are in compliance with the Act: the Society Act will come into effect on November 28, 2016. Content related to board meetings is now up-to-date: <http://ufvsus.ca/board.html> The Election's page on the website is ready to be officially published by the end of this month. It will be on this webpage: [ufvsus.ca/elections.html](http://ufvsus.ca/elections.html)

### 2. Finance

The Finance committee successfully started their committee meetings this month. The Fund Requests for UFV Oxfam and UFV Circle K International were reviewed by the Executive Committee and the Finance Committee reviewed the remaining fund request. The following decisions were made for these fund requests received:

Date	Category	Name	Purpose	Requested	Decision
July 7, 2016	Association	Nursing Student Association	NSNO	\$500.00	\$500.00
July 20, 2016	Club	UFV Oxfam	Oxjam	\$2,227.00	\$2,227.00
July 25, 2016	Club	UFV Circle K International	2 <sup>nd</sup> Annual Halloween Bash	\$3,900.00	\$3,900.00
August 5, 2016	Association	Student Psychology Association	What is Psychology?	\$300.00	\$300.00
August 5, 2016	Association	Student Psychology Association	SPA Open House	\$250.00	\$250.00

To this date, a total of \$13,847.35 has approved for Clubs and Associations with \$42,653 remaining in the budget. Of this, \$4,213.67 has been for Associations and \$9,633.68 for Clubs. During the Summer, fund requests are usually less which gives us enough to fund Clubs and Associations during the Fall and Winter semesters.

### 3. Clubs & Associations

#### Clubs & Associations Committee

The Clubs & associations committee met once this month to make decisions on Club & Association registration and re-registrations. Clubs & Associations whose registration expires end of this month and early next month have been contacted so that they can submit their re-registration packages. The C&A Committee reviewed these packages with the following decisions:

Category	Name	Status
Club	Animal Welfare Club	Pending
Club	Advocacy for Men and Boys	Pending
Association	Accounting Students of the Fraser Valley	Approved
Club	UFV Pre-Dental Club	Approved
Club	UFV Circle K International	Pending

### Clubs & Associations SUB Space Coordination

The Clubs & Associations will be contacted in the Fall semester regarding the C&A Spaces. This is because Clubs & Associations are left with only one SUB Space: the C&A Officer is working on trying to accommodate almost all of the 8 qualified applicants. The occupants of the C&A spaces for the year 2015/2016 had a move out date of August 15, 2016. With the new setup, this is how the Club & Association SUB Space has been arranged:



### Clubs & Associations Handbook

A C&A handbook is being developed to support Clubs & Associations. A draft has been prepared: this will be completed soon. It will include information on the following topics:

- Important Contact & Resources
- Registration & Re-Registration
  - Initial Registration
  - Annual Re-Registration
- General Meetings
  - Annual General Meeting
- Events
  - Types of Events that can be hosted
  - Booking Spaces
  - Process

**UFVSUS**

vpinternal@ufvsus.ca

---

- Event Equipment
- Security
- Events involving use of Alcohol
- Advertising
- Funding & Banking
  - Fund Requests
  - Banking

#### 4. Upcoming Items of Note

- Cascade Journalism Society (CJS) board meeting for August