



May 2020 Monthly Report

Prepared and Presented by Jessica L. Levesque

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Last month in review (meetings, events, Programs, etc.)

May 4:

- Transitioning into new role
- Setting up all executive emails, laptops and platform accounts

May 5:

- Weekly informal executive check in
- Meetings to discuss
 - U-Pass distribution
 - Shuttle logistics
 - Credit card policy

May 6:

- CASA Foundations conference registration
- WEM – Formal

May 7:

- Endowment fund meeting prep with VPI

May 8:

- Coordinating CASA and ABCS calls

May 11:

- Connect with Maegan from Student life to discuss video to new students
- Review of SUS bylaws and policies

May 12:

- WEM – Informal
- Endowment fund meeting
- Student care meeting to discuss issues





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May 13:

- WEM – Formal

May 14:

- Meeting with ABCS to discuss topics for lobby meeting with Minister Mark
- Attended UFV board meeting briefly to give update and introduction
- Phone call with Academica
- Check in meetings with Executive Director, VPS, Manager of Student Affairs

May 15:

- Researching COVID-19 responses by other institutions

May 18:

STAT

May 19:

- Meeting with CASA
- WEM- Informal
- Team meeting for HR policy
- Check in with Executive Director for branding and HR
- ABCS prep meeting

May 11:

- WEM – formal
- CASA conference prep
- U-pass meeting with UFV and SUS

May 21:

- Lobby meeting with Minister of Education and ABCS
- Lobby meeting debrief
- CASA meeting to discuss elections





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General Updates from the President

1.1. ABCS and CASA

The SUS executive team had the opportunity to meet members of CASA and ABCS. Discussions regarding how to respond to COVID-19 are at the top of the current task list with various meetings being set up on a weekly basis to gather further info. ABCS organized a lobby meeting with Minister Mark to discuss current student asks.

The 2020 CASA foundations conference moved online due to COVID-19 and will be taking place from May 26 -28.

1.2. Endowment fund

The VPI and finance manager discovered information pertaining to an endowment fund that is currently being handled by UFV on behalf of SUS. Meetings occurred with Jackie Hogan, Anita Nelson and members from SUS to gain more information regarding the status of the endowment fund. A follow up meeting has been established to reconnect when information that is more detailed is available.

1.3. U-Pass reinstated by BC Transit

B.C. Transit announced that it would be reinstating the U-Pass for students effective June 1. Several email communications and meetings were held to discuss the logistics around getting students their new campus cards and U-Pass. As mentioned by B.C. Transit, the U-Pass would not be pro-rated to reflect the time that the busses were not in operation due to COVID.

UFV offered to help get students their cards and stickers as they already have the ability to set up a distribution station at the Reg office. Students have the opportunity to opt into the U-Pass other wise they will remain opted out. Transit is currently speaking with Rec centres to discuss fees associated with that program and the gyms being closed due to COVID.

1.4. Student Union Society ED

The new Executive Director of SUS, Olivia Lake de Meza, has been working on finalizing the SUS HR policy. This manual is not currently being distributed to new staff and was outdated and required updates throughout. The new HR policy will be going to board. In addition, it has been wonderful to work alongside Olivia using her previous work experience to create more standard practices within the SUS.





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1.5. Transition Month

The new Executive team has fully transitioned into their new roles. Throughout the process, there have been several challenges associated with technology and linking accounts but with the support of current SUS staff and IT, we were able to resolve these issues to create efficient work practices. In addition, all scheduling issues were handled to ensure that the team is overlapping enough to support one another while also navigating the challenges of COVID and campus closure.

1.6. COVID-19

With COVID-19 affecting every aspect of PSIs, the primary focus since beginning the role has been working alongside various organizations and stakeholders to develop support for students during these unprecedented times. One key focus is establishing a student wide survey to gain more information into the types of supports that students are hoping to see.

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SUS President

