



JUNE MONTHLY REPORT

Duncan C. Herd

2020



June 2020 Monthly Report

Prepared and Presented by Duncan C. Herd

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Last Month in Review (Meetings, Events, Programs, Etc.)

May 27th:

- Board Meeting.
- WEM.
- Emailed Cascade news editor Samuel Young about SUS correspondence.
- Determined new Board times.

May 28th:

- Began the archive project:
 - o Sifted through historical minutes, compiled since 2016
 - o Downloaded all policies on the websites, labelled by year.
 - o Contacted previous VPI Jaleen McKay concerning a gap in 2019 minute records.
- Emailed Rodrigo new policies approved at Board.

This Month in Review (Meetings, Events, Programs, Etc.)

June 1st:

- Continued work on archive project: assembled all 2016-2020 minutes and goal plans.
- Began revisions to communications policy.
- Citystudio/SUS meeting with President and Dr. Horne.

June 2nd:

- Created VPI Instagram.
- Began drafting WUSC/SUS MOA.
- Emailed Alisa Webb about UFV/SUS MOA additions + updated policy changes.
- Continued revisions to Communications policy.

June 3rd:

- Studentlife myCampuslife meeting w. Sheila McKay
- WEM.
- Continued work on WUSC/SUS MOA.
- Continued revisions to Communications policy.
- Began work on Policy Review Policy.





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June 4th:

- Began work on 2019-2020 In-camera Minutes Report.
- Scheduled MOA negotiation meeting with WUSC committee.
- Meeting with Samuel Young of the cascade to discuss inter-organizational communication.

June 5th:

- SUB Steering Committee Meeting

June 8th:

- Began working on Conduct Policy Revisions
- Completed rough draft of SUS/WUSC MOA and circulated document to WUSC Committee

June 9th:

- Continued Conduct Policy Revisions
- Formulated tentative timeline for 2020-2025 strategic plan
- Continued revisions to Comms policy
- Continued work on 2019-2020 in camera minutes
- Met with WUSC Committee and went through the rough MOA

June 10th:

- Headshots taken
- WEM
- Strategic Planning Meeting

June 11th:

- Made revisions to ECP
- Made Revisions to SUS/WUSC MOA
- Researched BC Student Union bylaws, code, and policies for policy guidance.

June 15th:

- SUS all-staff meeting
- WUSC MOA Meeting with Olivia

June 16th:

- Made revisions to the WUSC MOA
- Workshopped Communications policy with the Executive Director
- Compiled the Executive Instagram account information and circulated to Services Manager
- Collected information from SUS Board Representatives pertaining to priority registration

June 17th:

- Began merging communications policy and social media policy
- WEM
- Made revisions to the Strategic Planning Committee Policy





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- Meeting with CIVL radio

June 18th:

- Assembled Agenda items for June 24th SUS Board of Directors Meeting
- Finalized Policy drafts to be presented to Board
- Finance meeting with Finance Manager
- Debrief over CIVL meeting

General Updates from the Vice President Internal

1.1. WUSC

In the 2020 SUS referendum election, the UFV chapter of the World University Service of Canada (WUSC) ran a question asking for a \$2.00 student levy to support their Student Refugee Program (SRP). The question passed and as consequence, WUSC and SUS entered into a relationship that is to be defined by the SUS/WUSC Memorandum of Agreement. This MOA explicitly defines the responsibility over finances, how the \$2.00 levy will be distributed, dates of soonest renegotiation, and the use of marketing material.

1.2. C&A's

SUS and Studentlife have both been operating a Clubs and Associations registration portal for a couple years, with both institutions cannibalizing the others efforts by contributing to general confusion and frustration around what should be a simple, streamlined, and routine process. This is why SUS, under the Levesque Administration, has chosen to cease all operations concerning C&A registration and allow Studentlife to manage this function unhindered. UFV/SUS MOA additions should cement these changes in place and clarify the roles of Studentlife and SUS for future Administrations.

1.3. Strategic Plan

The Strategic Planning Committee Policy has been further refined to clarify membership and the process of membership selection. Currently the Dean of Arts, Jacqueline Nolte has been reached out to and we are reaching out to the other faculties and UFV departments.

1.4. Endowment Fund

There has been no further update from the UFV financial department regarding the endowment funds since Anita Nielson's last report to us back in May 20th. The Executive committee, with consultation from the Finance manager and Executive Director, will reach out to UFV Financial in the coming weeks for more information.

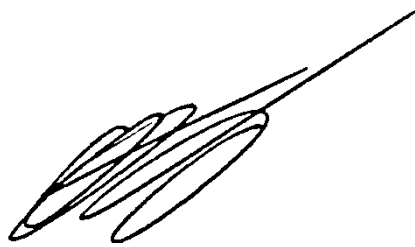




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X 

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