



JULY MONTHLY REPORT

Duncan C. Herd

2020



July 2020 Monthly Report

Prepared and Presented by Duncan C. Herd

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

June 22nd:

- Orientation Meeting
- Workshopped WUSC MOA with ED and FM

June 23rd:

- Executive Check-in.
- Began revisions to In-camera policy.
- Reached out to Deans of sciences, health sciences and trades for student leaders to sit on SPC.
- Workshopped communications policy with ED.

June 24th:

- Began revisions to goal plan.
- WEM.
- Pride Meeting.
- SUS Board of Directors.

June 25th:

- Continued revisions on goal plan.
- Met with Communications manager to discuss Comms policy, SUS marketing, misc.

June 29th:

- All-staff meeting.
- Finance Meeting with FM and ED.
- Workshopped policy review policy with ED.
- Compiled newly ratified and amended policies and sent to UFV VP Students and Communications manager.
- Continued revisions on policy review policy.
- Scheduled next WUSC meeting.

June 30th:

- Redacted sensitive information in in-camera minutes.
- Began posting on VPI Instagram.
- Made further revisions to communications/social media policy.
- Made further revisions to policy review policy.

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

July 1st:





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- Reviewed bylaws, noted potential revisions
- Further revision to policy review policy w. consultation from AMS internal policy.

July 3rd:

- Worked on, and completed, second draft of Goal Plan
- Had meeting with Communications manager regarding SUS VPI Instagram

July 6th:

- Meeting with President concerning WUSC
- Began revisions to E-Officio policy
- Began revisions to Time-off policy
- Attempted to fix UFV email issues with communications manager
- Filming with UFV

July 7th:

- Presented policy revisions to FM and ED
- Investigated Course Meeting times discrepancy with executive committee and ED
- UFV Alumni Association meeting
- Began internal definitions project with Admin Assist.
- Reached out to International for review of SUB flag display

July 8th:

- WEM
- Workshopped Communications Policy and Ex-Officio Policy with FM & ED

July 9th:

- WUSC MOA workshopping Meeting

July 13th:

- Completed Goal plan
- Scheduled WUSC Meeting for 14th
- Discussed AGM Planning with FM

July 14th:

- Pride Training
- Social Media Posting
- Began work on revising Election Rules Policy
- Set up meeting with University Secretary regarding policy advice

July 15th:

- WEM
- UPASS meeting





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- Call with Vantage Point for board training
- Discussed pricing with FM + ED, scheduled board training.

July 16th:

- Confirmed with Vantage Point the date, time, and pricing of Board Training
- Scheduled Pride module

July 20th:

- Had meeting with FM, ED, and President over Vantage Point
- Meeting with Former CEO to discuss changes to the Election Rules Policy
- Workshopped Elections Rules with FM
- Strategic Planning Committee outreach with President
- Archive Planning with FM
- VPI Social Media

July 21st:

- Meeting with University Secretary regarding SUS policy
- Budget meeting with ED and FM
- C&A Meeting with Pres, ED, FM, and VPS
- Began revisions to C&A policy
- Reviewed BC Societies Act
- Prepared for C&A Meeting with UFV VPS

July 22nd:

- Workshopped Election Rules with FM
- Workshopped In-Camera policy with FM
- Workshopped Fund Request Procedure with FM
- WEM
- C&A Meeting with UFV VPS
- Completed Monthly report and submitted Agenda items for Board





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General Updates from the Vice President Internal

1.1. WUSC

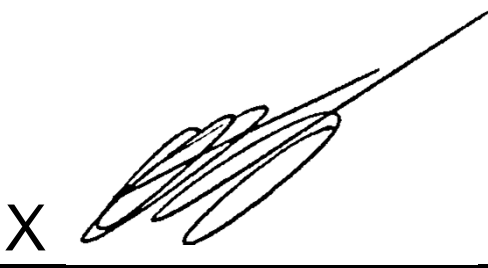
The MOA is near completion. All that remains are several small points of negotiation between SUS and WUSC on financial and spending matters. Additionally, internal financial procedures need to be crafted by the FM, which will clarify and instruct SUS on how to handle the new revenue introduced by the student levy. The revised date of completion for the MOA is now mid-August.

1.2. Strategic Plan

President Levesque began reaching out to students directly, as well as bypassing the deans for recommendations due to a lack of timely responses. As of now, we have assembled roughly 1/3rd of our anticipated committee membership and are hoping to plan a get-to-know-you meeting in late August/early September.

1.3. Board Training and Support

We have currently scheduled a 3-hour board training session for the 29th of August from 9am-12pm. This will be attended in-person but the presentation by the facilitator (Vantage Point) will be done over zoom. Additionally, we have also scheduled two 3-hour sessions of strategic Planning training to be attended mandatorily by the executive committee and senior operations staff. Board Members are highly recommended to attend, but attendance is optional. These two sessions will take place on September 3rd (9am-12pm) and September 10th (9am-12pm).



Duncan C. Herd
SUS Vice President Internal

