



April monthly report

Prabhpreet Singh, VPS

2021

March 30th:

- Goal plan presentation
- TWEM
- Creating monthly report
- Creating Survey for nimbus campaign
- Board meeting
- Emails

March 31st:

- Among us
- Meeting with Jessica
- Among us event

April 1st:

- Team gathering
- Meeting with Rashad

April 5th:

- Stat holiday

April 6th:

- TWEM
- Communicating with the team via slack
- Survey updates
- Fund request form
- Meeting with Karen

April 7th:

- Meeting with Karen
- Meeting with the VPS
- UNI 101 recommendations list
- AGM

April 8th:

- Transition documents

- Vacation day

April 12th:

- Transition documents
- Team building meeting.
- Vacation day

April 13th:

- TWEM
- Vacation day

April 14th:

- AGM
- Meeting with Karen

April 15th:

- Researching about new PR policies for international students
- Making the new Fund request form
- Emails
- Fund Request discussion

April 18th:

- Meeting with an international student to hear their concern.

April 19th:

- MWEM

April 20th:

- Referendum Q&A
- Reaching out to UFV for the international student concern
- Checking the transition PPT
- Emails

- HR download training courses

April 21st:

- Emails
- HR download training courses
- Meeting with a Club to discuss fund request

April 22nd:

- HR download training courses
- Emails
- Meeting with Karen
- Going through the transition document

April 23rd:

- Meeting with Raj

April 26th:

- Transition week
- Emails
- Exit interview.

General Updates from April

1.1. Transition documents:

Transition documents were completed by the team for the incoming executives. I made a document for the next VPS which contains details about the role, responsibilities, ideas and guides on how to best fulfill the requirements of the VPS role.

1.2. Fund Request form update:

The new Fund request form is ready to go. This form will help the organizations create a plan and help the executives decide on the approval of fund requests.

1.3. The end of the term

Being the first international student executive in a long time and the 3rd VPS in general during a pandemic was a very interesting opportunity which came with a lot of learning experiences. It was a pleasure serving the students of UFV, creating a bit more structure to the role with the team and doing creative events which the students seemed to enjoy. Thank you for making this year special by choosing me as your VPS 😊