

EXECUTIVE COMMITTEE

November 24, 2016

1:00pm

ATTENDANCE:

Fahim Rahman	<i>President</i>
Marina Banister	<i>Vice President (Academic)</i>
Francesca Ghossein	<i>Vice President (Student Life)</i>
Robyn Paches	<i>Vice President (Operations & Finance)</i>
Mike Sandare	<i>Vice President (External)</i>
Kristen Stoik	<i>Executive Coordinator</i>
Marc Dumouchel	<i>General Manager</i>
Jon Mastel	<i>Director of Research & Political Advocacy</i>

REGRETS:

ABSENT:

1. CALL TO ORDER The meeting was called to order by RAHMAN at 1:13pm.

2. APPROVAL OF AGENDA RAHMAN/GHOSSEIN MOVED THAT the Executive Committee approve the agenda as presented.

5/0/0 CARRIED

3. APPROVAL OF MINUTES RAHMAN/PACHES MOVED THAT the Executive Committee approve the November 21 minutes as amended.

5/0/0 CARRIED

4. REVIEW OF ACTION ITEMS ● Send items to Alix for December Newsletter

5. ANNOUNCEMENTS
 - UPass has been expanded to Fort Saskatchewan, Leduc, and Strathcona County
 - Meal Plan voted down 4-5
 - Tuition Podcast with Gateway
 - CSSA meeting about collaboration
 - Meeting earlier this week with Dean of Students, Campus and Community Recreation and the Graduate Students' Association
 - Frank Robinson meeting with Marina and Francesca yesterday about COSA
 - GFC Ad Hoc meeting update
 - Interdisciplinary conference funding
 - Marina Media this week
 - Mike met with CAPS yesterday about a career fest during EMP FEST
 - Mike RTDRS work

- PAWSOC membership - Robyn to send last minutes to Marc and ask about adding Marc as a member
 - Francesca to send around lister cards for execs
6. STUDENTS' COUNCIL
- Finance on Monday

7. OLD BUSINESS

8. NEW BUSINESS

8.1 CONTINGENCY FUND REQUEST

- Would like to properly update electrical in Dinwoodie
- Currently have burnt a few amps this year
- Has looked around and this is the best price quote

PACHES/GHOSSEIN MOVED TO allocate no more than \$7500 from the contingency fund of to cover electrical upgrades in Dinwoodie.

5/0/0 CARRIED

9. DISCUSSION PERIOD

9.1 EMP FEST QP

Discussion:

- Opportunity to ask questions or for update on EMP FEST
- Distinguishing from career fair by bringing areas of the university together that assist students with employment, make it more interactive and engaging for students
- Details on a few key event ideas presently - 4 big events
- Timeline and capacity questions and concerns
- Augustana streaming and helping with bussing students

9.2 DAY OF REMEMBRANCE AND ACTION ON VIOLENCE AGAINST WOMEN

Discussion:

- Fahim to send out calendar invite
- Volunteers for the event are also needed

9.3 PR BUDGET UPDATE

Discussion:

- As of Oct 31 these are the totals
- Outlining what you can use PR lines for

9.4 HOLIDAY CARD

Discussion:

- Kristen to send pictures
- Extra cards for executives -- Execs to send what they want to Kristen

9.5 FLOWERS FOR REMEMBRANCE OF ÉCOLE POLYTECHNIQUE MASSACRE

Discussion:

- Each year we buy white roses that we display in remembrance
- SUBstage good location for the display
- Talk to marketing about having information with the roses
- Jon to organize and take care of

9.6 RECORD KEEPING AND MANAGEMENT

Discussion:

- Concern about where important documents are filed and especially with transitioning future executives
- Organized way of filing documents by portfolios and advocacy points (residence, etc.)
- Server and Google Drive as items currently used for keeping documents
- Taxonomy needed for the SU documents for relevancy and historical items
- Concerned about institutional memory when employees leave
- Marc and Kristen to work on a system

10. CLOSED SESSION

11. ADJOURNMENT

Meeting adjourned at 2:10pm.