



Legislative Council

Report of the Vice-President Finance & Operations January 12, 2012

"The greatness of a nation and its moral progress can be judged by the way its animals are treated."
– Mahatma Gandhi

1. PREAMBLE

I hope that you enjoyed the winter break and did not think about the SSMU too much during your time off. Although the break was well deserved, I am excited to start yet another successful semester. In my opinion, last semester went very well despite porter duties during the strike being a time consuming responsibility. Most of the projects under the Finance & Operations, I feel, are on track and most of the goals I set out last semester were achieved. That said, there are few aspects I really feel I need to focus on more during the semester. These include:

- Legislative Council: although active working with Councillors on committees and projects, I would like to focus on being more active at Council itself
- Gerts Food Promotion: assist in marketing the food in addition to continuing helping with the events (i.e. continue bus boy duties or helping with coat check during a busy night)
- Marketplace: spend more time implementing the marketing strategy

If you have any suggestions for this semester, I welcome your feedback. You can either send me an e-mail or drop by during my office hours on Tuesday, Wednesday, and Thursday between 1:00 – 3:00pm or make an appointment.

2. BUDGET AND FINANCES

SSMU Budget: This semester, the budget will be presented twice. There will be the presentation of the Revised Budget (the one approved by the Legislative Council last semester) during the month of February and then there will be the presentation of the budget for the fiscal year of 2012 – 2013. For the Revised Budget, I have already started working on the presentation and will be working with the Comptroller and General Manager to revise the way the internal budget documents are presented to make it more user friendly for those who will be referring to it within the SSMU.

Last semester, I met each of the Executives three times to review their respective budgets. During the winter break, I also took the liberty to send each Executive a snapshot report of their respective budgets and provided a brief explanation along with recommendations on how they can better finance their projects (i.e. meet with me regularly, take initiative on asking for budgets, and so forth). For the most part, the Executives are consistent in working with me on their respective finances.



For the Long-term Financial Plan, the General Manager, the Comptroller, and I met on December 12, 2012. I have prepared a document similar to the budget that will be brought forward to the Legislative Council for approval once the Finance Committee and the Executive Committee reviews this document. It includes an explanation of the SSMU's finances and provides an overview of long-term projects that carry substantial financial implications.

Financial Transactions: As mentioned previously, this has been an aspect of the portfolio as per a resolution passed last semester that I have yet to deliver given other projects that are high in priority. That being said, I will spend the next weekend working on this specifically in preparation for the next Legislative Council meeting.

Clubs: I briefly met with the Interest Group Coordinator and the Vice-President Clubs & Services to discuss a funding application that will be undertaken by the newly formed Building Committee.

As a reminder, the Club Fund deadline for this semester is February 28, 2012.

Services: Towards the end of the semester, I met with very few of the Services that required support; most of the Services were not financially active during at that time. Before the presentation of the Budget Revision, I will meet with the Services to go over their respective budgets and to review financials from the past semester.

3. OPERATIONAL COMMITTEES

Gerts: We are moving forward with a no name brand ATM machine that will hopefully create fewer issues for students who need to withdraw cash for purchases from the bar or from the tenant in the bar.

Mini Courses: I met with the Mini Courses Supervisor towards the end of last semester to go over preparations for the next semester. She was extremely making sure the team prepared all of its promotional material, ensured the Mini Courses website was up-to-date, and spent a lot of time promoting the courses through social media. This week, the team's main priority will include preparing for Activities Night and promoting the Mini Courses operation. I also regularly provide the Supervisor a snapshot of the budget and will be providing support as requested.

Book Bazaar: By the end of this month, I am certain that almost all the books will be sorted and returned to its rightful owner. This has been an exhausting project that was leftover from previous years and required a lot of organization (which I love) and unnecessary efforts that could have been avoided if well-managed previously.

Marketplace: Following last year's lack of advertising, this is the one area where I need to focus and really deliver more than one-hundred percent. In light of my goal, I started readily promoting the Marketplace through social media, preparing something for the digital signage, sending the Executives a message on how they can provide support, and initiating another Marketplace Launch with free textbooks and novels for students. Hopefully, this more proactive strategy will prove to be fruitful. I



spent the winter break and specifically the last week promoting the Marketplace, and already the number of posts has more than doubled.

Student-run Cafe: During the winter break, I revised the strategy of the Working Group's way of working. Last semester, we conducted internal research, organized documents, and prepared parts of the business plan. This semester, I want to continue the productive momentum and take it beyond the Working Group. The plan of action will require me to focus on completing the business plan (taking into consideration feedback from the fall semester meetings). The Working Group, on the other hand, will be the ones editing the business plan and will also be taking a proactive approach to getting feedback from the student population (i.e. holding workshops and conducting surveys). By the end of this semester, my goal is to ensure that the business plan is complete and have it be passed by the Legislative Council.

4. ADMINISTRATIVE COMMITTEES

Given that most of the committees were stagnant after the adjournment of the Legislative Council meeting on December 1, 2012, there are no substantive points to report. However, I should mention that all meetings under the portfolio will resume the week of December 16, 2012 and e-mails were sent to all Committee members prior to the start of this week.

5. MISCELLANEOUS INFORMATION

ASEQ: Along with the President, Vice-President Internal, and the SSMU Receptionists, I attended ASEQ's winter cocktail to represent the SSMU.

By-law Book II Revision: This semester, in continuation of last semester, I will be focusing on completing a second revision of the second by-law book.

Council: I am happy to meet with Councillors when you are free to work on projects, especially since I look forward to continue working on productive projects that we established last semester.

For Councillors sitting on a committee under the Finance & Operations portfolio, I sent out an e-mail and a mid-year committee review with some of my updates for the fall semester, goals for the winter semester, areas of personal improvement within each committee, and areas of improvement for Councillors on the committees. If you think that I should be focusing on anything in addition to the mentioned points, please get in contact with me.

Daycare: I worked on a presentation for the Legislative Council about the Daycare in conjunction with the SSMU Daycare Manager.

International Women's Week: In the coming days, I hope to meet with Councillor Jean-Claude and his colleague (Echo Parent) from the Social Work Students' Association to prepare for International Women's Week and the different events we would like to establish.



Staff Goals: In preparation for the bi-yearly Staff Meeting for the presentation of the Executives' goals, I reviewed the goals from last semester and made a few revisions according to the winter semester.

Sustainability Case Competition: I am extremely excited about the Sustainability Case Competition that will be taking place this semester. The first cocktail took place last semester to provide the students an overview of the case competition. Thereafter, the teams of four prepared for round one. In this round, teams were asked four general questions in regards to the student-run café development. The case competition co-chairs (David Morris and Omer Dor), one member of the Working Group (Erin Eady), and I reviewed the proposals and provided each of the proposals a score during the winter break. I want to thank them for their time and efforts because the grading was rather long. I should mention that the names of students on the 15 teams were removed by a non-grading member of the case competition team. Of these 15 teams, six teams will move forward to the second round. The results will be announced during a cocktail next week. As for the second round, the case competition team will be meeting shortly to go over logistics. Thus far, the idea is to have individuals from different backgrounds (i.e. a professor, a marketing manager, an architect, and so forth) meet with the groups to help with their respective reports for the second round. The details for the second round are still being finalized; I will provide updates as they come along.

As an aside, given that this event requires substantial finances, I will regularly provide the Executives with a financial update. You are also welcome to drop by the office or e-mail me if you are interested in going over the finances of this specific event; as a reminder it was approved by the Legislative Council during the presentation of the budget.

Transition: After completing the SSMU Basics transition for my successor, I am now working on the portfolio aspect. I have decided that I will be preparing three binders with each dedicated to one out of the four weeks during transition with the final week and a half being more hands-on and practical.

Peace be with you,

Shyam Patel