



Report of the Executive Committee to Council

September 24, 2011

September 13, 2011

1. Adoption of Agenda

The agenda was amended and adopted.

2. Approval of the Minutes

The minutes of September 6th were approved.

3. Human Resources

The executive shared updates on the distribution of the student staff orientation guide and on exec job descriptions.

4. SSMU Governance & Committees

a. Councillor & Senator Retreat

The Exec debriefed the retreat. We would recommend the venue again for next year, particularly if Gault is unavailable.

5. Reports

a. General Manager

i. The IT report and Communications and Publications Manager Report were approved.

ii. We approved the benefits structure for a new employee category (permanent but less than full time).

iii. In accordance with the SSMU Five Year Plan for Sustainability and research conducted last year by the SSMU Environment Committee, we approve the requirement that all wine purchased by the SSMU, with the exception of that used by Gerts for sangria, will be organic. It was agreed that half the additional cost of organic wine will be passed onto internal groups buying alcohol through SSMU (e.g. for wine & cheeses in the building) and half will be subsidized by SSMU through the Green Fund. Based on last year's figures, we expect this to total about \$2500. External groups will pay the full cost. In the longterm the Green Fund should not be expected to continue subsidizing these purchases.

b. Report of the Vice-President, Finance & Operations

i. The committee agreed that Gerts' purchases do not need to be approved by Exec, but that VP Patel should report the Gerts financials to Council each month.

c. Report of the Vice-President, External

i. The Charity Fund application by Playing for Change will be committed to the Community Engagement Committee for review.

d. Report of the Vice-President, University Affairs

i. A budget of \$330 for the mentorship research project is approved.

e. Report of the Vice-President, Internal (no approvals)



f. Report of the President (no approvals)

September 20, 2011

6. Adoption of Agenda

The agenda was amended and adopted.

7. Approval of the Minutes

The minutes of September 13th were approved.

8. Human Resources

The executive shared updates on the distribution of the student staff orientation guide. VPs Pedneault and Plummer will continue to work on their job descriptions. The Committee discussed the proposed letter of employment for Executives; this will come back to Exec Committee for approval with further edits.

9. SSMU Governance & Committees

a. Bylaw Review Committee

The President will be the only exec to work with this Committee full-time. Other executives will advise on sections as relevant to their portfolios.

10. Reports

a. General Manager

- i. Vice-President Pedneault has made a La Prep food request for his event on September 27th which will be \$250. This is approved.
- ii. The IT report and Communications and Publications Manager Report were approved.

b. Report of the President (no approvals)

c. Report of the Vice-President, Finance & Operations

- i. The hiring of FERC Coordinator Saad Qazi was approved.
- ii. The job description of the Vice-President Finance & Operations was approved.

d. Report of the Vice-President, External (no approvals)

e. Report of the Vice-President, University Affairs (no approvals)

f. Report of the Vice-President, Internal

- i. The hiring of additional Graphic Designer Austin Johnson was approved.

g. Report of the Vice-President, Clubs & Services

- i. The hiring of Cera Yiu as Culture Shock Coordinator was approved.
- ii. The payscale evaluation for Advanced Room Bookings Coordinator was approved.
- iii. Playing for Change was approved as a full status club.

11. Other Business

a. Meeting with the Principal

We prepared for our meeting with HMB.