

#### Office of the Vice-President (Internal)

# Report to Legislative Council January 20th, 2014

# Publications

- > Yearbook:
  - Marketing strategy finalized this week
  - Pushing early bird purchasing of the book
  - Page count has been on schedule—very pleased with all of the deadlines being made
  - Initial promotions being done (already sold more than last year combined)

## Sponsorship

- ➤ General:
  - New Marketing Representative has been hired
  - Very proficient happy with initial work that has been done
  - Meeting this week to discuss Workplan and moving forward with events
  - Now that he is established and our events, handbook and yearbook we can start to prioritize the projects

#### Communications

- Listserv:
  List
  - Listserv
    - SQ.
- General Communications
  - Marketplace:
    - SQ.
  - Website<u>:</u>
    - SQ.
  - Human Resources
    - Completed first Executive work plan meeting
    - Went well, was happy with the work plan and the affect it should have on my day to day tasks
    - Also found the secondary use as a great transition tool
      - Will be developing it as this sort of a tool so that it can be used by incoming Internal
  - General Communications:
    - Myself and the IT & CPM Director did our mid-year review of the Communications strategy
    - Working on attaining the goals for the Communications Strategy
    - Very happy with the results thus far, want to keep pushing so that success is continued until the end of the year



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# Events

- ➢ Week 101
  - Good success—public really enjoyed the graphics and the social media efforts
  - Zach (GD) did a great job with everything
- Red & White
  - Secured domain name for Red & White
    - Going to keep trying to develop website
  - Making Facebook, Twitter and Instagram for early next week launch
  - Will be doing initial launch Monday/Tuesday next week
  - Initial programming developed
  - Myself and Katie will have a meeting later this week with the other stakeholders and try to formulate an initial budget for event pricing
    - This will allow us to formulate early-bird infrastructure
  - SSPN sub-committee meeting this week as well

## Faculties & Associations

## Internal

- ► SSMEWS:
  - Starting again this week
  - Deciding on a weekly time for it
  - Suggestions welcome for theme of the video
- Student Health Campaign:
  - SQ.
- SSMU Awards Banquet:
  - Finished my email draft to Lev
  - Sent final email Monday inviting him to be a part of the organizing committee
  - Met with Pauline and going to do work with Sleeman to decide how much money we will have to spend on the evening
  - Sub-Committee is meeting this week
  - Exam Time Stuff:
    - SQ.
- Internal/External Contact:
  - Terry Fox Foundation:
    - SQ.
- ➤ Committees:
  - SSPN
    - Met two weeks ago—sub-committee structure is being implemented for the time being



- Three main groups with co-chairs and then meetings will occur with the cochairs of each one
- Three sub-committees all meeting this week
- Co-Chair structure implemented and working well now
- Woohoo!
- Francophone Affairs
  - Meeting with them on the 24<sup>th</sup>
  - Conference planning is going well and their office hours are starting up again for the semester
- Athletics Roundtable
  - SQ.
- Centraide
  - Will meet with TVM in the next couple weeks and see if they are still interested in the Centraide project

HR

► SQ.

Submitted, with the utmost respect, Brian Farnan VP (Internal)