



Report of the Vice-President (Clubs and Services) to Legislative Council

September 17, 2015

PERSONAL

- Throughout the summer I have been hosting 4 office hours per week and will continue with my Wednesday 11am-1pm and Thursdays 2-4pm schedule throughout the fall semester.

CLUBS

- Club applications have been rolling in throughout the summer and the Clubs Committee will have a very busy first meeting next week!
- The majority of my club work this summer has been working one-on-one with individual groups on issues and situations that arose over the course of the summer.
- I have also been working on general resource development for clubs – one time consuming project for this summer was the establishment of a Memorandum of Understanding with the SPVM that would allow student groups who volunteer out in the community to police check their volunteers free of charge. Our application is still in processing with the SPVM but we should hear back relatively soon. The development of a new Club Handbook is also ongoing.
- I am currently finalizing the content for the upcoming Club Workshops, which provides information to club executives about all of the resources available to them, who to contact for different issues, and instructions for the maintenance of club status and compliance with legal and insurance regulations. I am also exploring the possibility of workshops for the club executives in charge of finance to be hosted at the end of this month.

SERVICES

- I spent quite a bit of time this summer meeting individually with all of the Services and touching base about their goals for the year, recurring issues that have come up in the recent years, and how SSMU can better support them throughout this year. These meetings also focused on the development of “Service Reports” to be submitted to the Services Review Committee and provide context on all of our different Services prior to the development of the methodology for Service Reviews.
- I recently drafted a new HR policy for Services that gives the individual Service more control over their own hiring process, cuts down the back-and-forth with SSMU HR, and speeds up processing time. I have also been working on an ongoing basis with the Vice-President (Finance and Operations) on improving financial literacy within the Services and presenting budget and procedural information as clearly as possible.
- I recently got started on a major promotional project that I’ll be collaborating with TVM on throughout this year to revamp our online Services Listing to include informative videos that better showcase what SSMU Services do than a 150 word blurb can. This project involves the production of 20 videos so will be ongoing throughout this year.
- I am in the process of finalizing plans for the Services Summit, a mandatory training day covering 5 hours of content about how to run a SSMU Service and how to navigate SSMU bureaucracy.



- I'm currently wrapping up debriefing with all of the Services involved in frosh in order to identify issues that arose and ensuring their involvement runs as smoothly as possible in future years.
- There are also a number of Services fees expiring this year so I have been working with the Vice-President (Finance and Operations) on early preparations for Service fee levy campaigns.

INDEPENDENT STUDENT GROUPS

- Traditionally, Independent Student Groups (ISGs) have been far removed from the rest of the Clubs and Services portfolio and I made an effort to get in touch with all of our IGS at least once over the course of the summer to touch base about recurring issues their group has faced and ways in which I can support them.
- The Vice-President (University Affairs) and I also met with all of SSMU's Independent Student Groups who have agreements with the University to discuss negotiation of MoAs and to identify common issues faced by these groups along with the ways that we can best support them or work together.
- CKUT was by far the Independent Student Group I was most active with over the summer – as the SSMU Representative on the CKUT Board of Directors I worked with other board members to strike a McGill Outreach Committee that is working towards renewing their relationship with McGill students and increasing their presence on campus.

BUILDING

- This summer was incredibly busy for the building, with the complete renovation of the second floor cafeteria to transform it into the Student Run Café, the upgrades to Gerts, the completion of a new bookable room, as well as the day-to-day building maintenance issues that arise. The Building Committee also invested in a new stage for the Ballroom, which will be installed at the end of this month.
- I have been working on the reorganization of space on the fourth floor in order to create an allocation of space that is more equitable and benefits the greatest number of groups possible, meeting their needs as outlined in last year's Club Consultative Survey. Currently, we have almost finished turning two fourth floor rooms into additional boardroom space for student groups to meet in and are almost ready to debut Room 418, our newest bookable space, which finished up with A/V installation over the summer.
- I have been working closely with the Vice-President (University Affairs) on the development of a plan for the Mental Health Space as mandated in the SSMU Mental Health Policy. We have identified two fourth floor rooms that are most feasible for this space and are working on incorporating bookability for student groups to ensure that the fourth floor still acts as a community space for student groups.

EVENTS

- Activities Night this year was successful with nearly 2,500 event attendees, which excluded tablers and attendees for the street portion of the event! The incorporation of tables on McTavish this year brought in a significant amount of foot traffic on the first day of the



event and if we didn't have a thunderstorm warning on day two that required moving all of the outdoor tables back inside I imagine numbers would have been significantly higher the second day. Overall, feedback was positive despite the unavoidable "lines are too long" commentary – we actually managed to cut wait time in the lines more than in half on the second day due to the elimination of a path system within the building, which gave event attendees more freedom to visit and re-visit different areas within the building.

- One very successful aspect of this semester's Activities Night was the development of a website for the event – www.activitiesnight.com – the website published floor plans and the entire list of groups attending the event in advance, which cut down significantly on the number of questions that security and volunteers were fielding throughout the night.
- I'm in the process of writing a comprehensive Activities Night exit report to identify recurring issues and general feedback and make recommendations for future events.

PROJECTS

- Improving promotion of our student groups was something that I originally identified as a weak spot of the portfolio in my platform, so I've been working on strategies for improving the visibility of student groups. Earlier in the summer this included presenting on our club offerings and our available Services to CSI:McGill and Target McGill, and more recently this has taken on the form of an increased social media presence for the portfolio. I now have a [SSMU Clubs and Services Facebook Page](#) where we promote a different student group (a SSMU Club, Service, or Independent Student Group) at the end of each week to provide some visibility to different ongoing initiatives.

MISCELLANEOUS

- In mid-August we retired SSMURBS, the old SSMU Room Booking System, and debuted a new system that incorporates formerly separate parts of the event booking process, like equipment rental. Because the system is brand new we are still working out the final kinks so if any of you have feedback on this new system please let me know!
- The Vice-President (University Affairs) and I attended the Student Union Development Summit at the beginning of August, where we attended a series of breakout sessions on topics affecting student unions across Canada. A separate report on the content of our workshops will be presented.

Respectfully submitted,

Kimber Bialik
Vice-President (Clubs and Services)