



**REPORT OF THE VICE-PRESIDENT (FINANCE & OPERATIONS)  
TO THE LEGISLATIVE COUNCIL  
11 FEBRUARY 2016**

**1. PERSONAL**

- Please accept my sincere apology for the lateness of this report. My week was absolutely insane as I am about to take 3.5 days off, and an unusually large number of urgent issues came up each day. I will ensure future reports are submitted on time.

**2. HIGH PRIORITY**

- Club banking
  - We've arranged with Scotiabank to set Clubs up with ScotiaCards, which would give them access to online banking (view only) and the ability to make ABM deposits. However, this requires Clubs to close their accounts and open a new bank account under a new system. The transition will be slow – we've allowed them to opt in for now, and will be transitioning a few clubs per week. I took care of setting everything up with BNS and now the VP Clubs and Services is communicating with the clubs regarding all of this.
- MiniCourses
  - We had a little bit of a crazy start this week, with room booking issues and instructor issues, however it seems to have calmed down now. On the bright side, customer service has been significantly better this term due to the creation of a dedicated customer service position.
- Faculty Olympics
  - The VP Internal and I have been continuing to meet frequently to work on the budget. I'm currently waiting on the VP Internal to revise the budget – the last draft I saw looked optimistic.
- Frosh Billing
  - SQ (some billing still outstanding).
- February Budget
  - The preliminary numbers are troubling. An unusually large enrollment decrease means that we're going to have to make significant cuts. The main budgets of concern are the Building budget, the Professional Fees budget, and the SRC budget.
  - Scheduled 20 hours of budget meetings with Services alone.



- Nomination of Auditor
  - Working hard this week to review proposals from various auditors. We are currently deciding between a few different firms, and I will soon prepare the motion for the General Assembly.
  
- Winter Referenda
  - Access McGill, Access Bursary, Writing Centre, Club Fund, Equity, and TVM have been submitted to DPSLL.
  - DPSLL has been made aware that they should expect motions for WUSC, H&D, and AVEQ.
  - I've been discussing the potential yearbook fee with the General Manager – we are trying to figure out the logistics for how we would handle this without a list of graduating students (which McGill will not provide us).
  - I met with a student group this week that was frustrated with our internal regulation preventing the creation of third party fees. Would be interested to hear your thoughts on this issue.
  
- HDRC
  - We received some very unfortunate news about the cost of adding mental health coverage to the H&D Plan. The quotes we had received from Dejardins before (\$2.55) were *monthly* premiums – not annual – but this had gotten lost between Dejardins and ASEQ. So, the premium increase would actually be between \$18 and \$30.
  - Legal coverage (incl. legal advice hotline and legal representation in select areas of the law)
  - We've designed a survey to distribute to our members and we'll be disseminating it asap. See <https://ssmu.wufoo.eu/forms/health-and-dental-coverage-survey/>

### 3. COMMITTEES

- Funding – SQ, very happy with how this term is going
- FERC – SQ
- Building Committee – SQ
  - Voted to make me official building manager and ordered the VP Clubs & Services to relinquish her keys.
  - Negotiating terms of Operations Management / Building merger.



#### 4. OTHER

- Job Descriptions
  - Working on revising the job descriptions for several of my staff, so as to make the job descriptions actually reflect what they do.
  - Hoping to split the Funding Coordinator into a Funding Commissioner and Funding Administrative Assistant, which will really help with the workload.
- Ampersands are now gone from ALL executive job titles – this will result in significantly less inter-exec conflict next year.
- In accordance with the Accountable Leadership Policy, a log of my hours is publically available. You can view my [hours log here](#).

Respectfully submitted,

Zachariah Houston  
Vice-President (Finance & Operations)