



# REPORT OF THE VICE-PRESIDENT (Finance) TO COUNCIL

Date: September 13th- September 27th

## Committees:

- **Funding Committee:** The funding committee is currently interviewing members at large positions for the funding committee and is currently taking funding applications through the new portal.
  - We are looking at better ways to edit the Finance Internal Regulations to reflect the better practices we should be taking.
  - We are still developing a new funding handbook to outline the funding process and making it aligned with all the SSMU's processes such as accounting , finance and student life.
- **Financial Ethics Committee:** I was looking at a place in the budget for the Financial Ethics Committee because last year budget did not budget this committee for this year. This is a committee that has to reconvene and help re develop an up to date Investment/Purchasing Policy which ties in to the goals I have towards socially responsible investments.
  - I have also met with the sustainability external and discuss on how to incorporate them into the discussion of creating a socially responsible investment policy/5 year plan again.

## Templates & Guides:

- **Services:**
  - I worked with the acting controller to review the accounting and business process of SSMU to find ways to better it.
    - I have had several long meetings with the acting controller to review the business process of SSMU and how can we better the accounting and business process for clubs and services.



- We both agree the current structure isn't great at facilitating money for student services and currently working on a plan to revise this structure. We concluded that cash flows need to be able to flow to students more easily and have better pre-approval.
- Still working on the accounting guide in conjunction with reviewing the accounting and business process with the controller

## Services:

- **Midnight Kitchen(MK):** Created then approved their general staff positions for the year with the executive committee and with the HR manager.
- **Peer Support Centre:** Met to discuss their budget and how to expand their operations and use up their surplus. Discussed the nuances of the accounting forms and helped process their check requests.
- **Walk Safe:** Met to discuss their budget and clarified how to tackle certain projects they wanted to achieve.
- **MSERT:** Met to discuss the nuances of the accounting forms and helped process their check requests/Purchase Orders.
- **Plate Club:** help the Plate Club create their motion and discuss their business/service proposals, Environment Fund and the Campus Life Fund that will be expiring soon.
- **Musician Collective:** Email corresponded how to handle funding space needs for Jam Session.

## Policies & Motions:

- **Motions:** help the Plate Club create their motion and discuss their business/service proposals, Environment Fund and the Campus Life Fund that will be expiring soon.
- **Other:** Met with a science representative to discuss athletics fees and future endeavors to enhance student experience for the gym along side with the general manager.

## Clubs:

- **Club Auditor:** we are waiting for the club auditor to accept the position.
- **Club Bank Account:**
  - I am currently working with the general manager, VP Student Life and controller to handle the bank transition and dealing with Scotia Bank processes.



Office of the Vice-President (Finance)

Tel: (647) 460-2997 | Email: [finance@ssmu.ca](mailto:finance@ssmu.ca)

3600 McTavish Street, Suite 1200

Montréal, Québec, H3A 0G3

Located on unceded, Kanien' kehá:ka traditional territory

- The majority of my time the past weeks was dealing with club emails and figuring out logistical issues in updating our club database to be reflective of all the accurate information regarding club status and bank account information.
- Communicated with the clubs through the club workshop and sent out a follow up email telling clubs what is the current situation, which is status quo, answered their questions and told them how to handle change signing officers.
- Communicated with RBC and ScotiaBank regarding our needs and understanding processes

---

**Jun Wang**

**Vice President (Finance)**