



Office of the Vice-President (Finance)

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Montréal, Québec, H3A 0G3

Located on unceded, Kanien' kehá:ka traditional territory

# REPORT OF THE VICE PRESIDENT (FINANCE)

## 2019-02-07

Submitted for: February 7, 2019

*For the period of January 24, 2019 to February 7, 2019*

### Committees:

- **Funding Committee:** The Funding Committee will be bringing an appeal to Legislative Council for an application that they have denied. The funding handbook is still underdevelopment.

### Operating Activities:

- **2020 Budget:**
  - Biweekly meetings with the General Manager and Controller to develop the 2020 budget and the contingency budgets with departmental heads such as the operations director, building director and the communications director.
  - Working on creating departmental and service budgets to ensure there is a budget for next year's SSMU services and committees.
- **Human Resources:**
  - Still Working on an internal project with our HR manager to consolidate management control and processes such as SSMU service hirings to align with our Internal Regulations and general human resource principles in organizations.
- **Accounting**
  - Expanding on the Accounting guide and developing requirements for future projects that will increase financial responsibility and transparency.



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## Services:

- **SACOMSS:** helped them with their independent contractor agreement for a graphic designer and honorarium process. Incorporate them into the HR project to consolidate hiring.

## Clubs:

- **Club Auditor:** We realize there needs to be better documentation on the expectations and requirements for clubs on an operating and financial aspect. Clubs are failing to submit contracts to SSMU for me to sign and provide insurance coverage or go through the proper channels to allow for alcohol consumption without endangering our alcohol permit.

## Note to Councilors:

- **Financial Responsibility and Management Controls:** I highly suggest that councilors review the financial impact and controls of any changes to any new motions that will alter the structure of SSMU. This includes new policy, committees, departments, services, clubs and commissioners.
  - Current management controls are being reviewed with the controller and the general manager and I to align with our management report from our auditors.

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**Jun Wang**

**Vice President (Finance)**