



Report to Council January 30, 2020

Clubs

- Processing event declarations and assisting in troubleshooting for contracts and insurance
- Facilitated the Clubs committee meetings on January 13, 21 and 23
- Attended the Student Group Administration meetings
- Met with McGill Transit Coop for their club idea
- Discussion with MSA on possible service status
- Met with MSA regarding Sherbrooke 680 occupancy and building manager feedback
- Met with Naginata club regarding club event

Services

- Working on space allocations in the building
- Exploring additional office location possibilities with McGill
- Consultation for Services Representative's motion
- Attended Services Review Committee
- Met with QM Administrative Coordinator for volunteer forms
- Met with Walksafe President for volunteer security after shift
- Met with MSERT President regarding their election procedures
- Met with MSERT Training Coordinator for First Aid Trainer contracts
- Various contract approvals for SACOMSS
- Answered ASN election question

ISGs

- Awaiting report from legal council regarding MOC status to sign a Memorandum of Agreement



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Located on Haudenosaunee and Anishinaabe, traditional territories

Mental Health

- Met with the mental health outreach committee
- Hired a new Mental Health Outreach Coordinator
- Met with the McGill account manager for Keep me Safe
- Attended the Hub Leadership meeting
- Met with the Medicine Representative for their input on the Mental Health Policy and Plan
- Advocacy Committee meeting happened on January 24
- Mental Health roundtable is taking place on January 28

Eating Disorder Resources and Support Centre

- Check-in with the ED Advocacy Coordinator
- Eating Disorder Awareness Week is on the week of February 3
- Go check out their video on the EDRSC Facebook page!

Outreach

- Tabled in Strathcona Anatomy Building and Stewart Bio for Know Your Rights Campaign
- Met with Joan Butterworth from Campus Life and Engagement to draft contents for facilitator training
- Reviewed Activities Night feedback

Family Care

- Attended the Daycare board of directors meeting on January 15
- HR for Daycare Director
- Overseeing the transition of Wendy Gamboa to the Daycare Director position
- Responding to inquiries on administration change, meetings with educators and created notices to parents

Room Bookings

- Reviewed special event requests with Carolina from Special Events on various bookings
- Corresponded with DPSLL Professor Lebeau about room bookings



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HR

- Check-in meetings with staff members (Service Admin, Student Life Admin, Club Admin, Mental Health Commissioner, Eating Disorder Advocacy Coordinator)
- Re-evaluated the pay rate for Mental Health Commissioner and created a score for Mental Health Outreach Coordinator
- Reviewed Commissioner's Guide
- Recruitment for a new Clubs and Services Coordinator

Misc

- Met with the VP Finance for the Student Life portfolio budget
- Met with the interim Dean of Students
- Attended the Board of Directors meeting
- Soliciting sponsors for Services External Survey prizes
- Attended to unpaid invoices by McGill regarding Voice Service Equipment Lan Activation Sherbrooke 680