



Association étudiante de l'Université McGill

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.

Students' Society of McGill University

Located on Haudenosaunee and Anishinaabe, traditional territories.

ssmu.ca | (514) 398-6800 | 3600 rue McTavish, Suite 1200, Montréal, QC, H3A 0G3

Clubs and Services as SSMU's Highest Priority Plan

Adopted by the Legislative Council: 2020/03/28

Expiry Date: 2024/01/01

[Link to Motion](#)

1. Preamble

The Students' Society of McGill University ("the Society") is committed to making student clubs and services the highest priority of the Society. Over recent iterations of the Society, a clear plan to make the experience for clubs and services better has not been defined.

2. Improvements for Club/Service Operation

The following improvements regarding club and service operation should take place over the next five (5) year duration of this Policy. Suggested dates of implementation are placed next to each actionable.

2.1 Creation of Club and Service Permanent Staff Position(s) Fully Dedicated to Clubs and Services (Fall 2019)

2.1.1 Clubs and Service representatives directly involved in annual review process

2.1.2 Evaluation of this role and potential separation into a Club Permanent Staff and Service Permanent Staff (Fall 2021)

2.2 Creation of a Clubs Policy Researcher Student Staff Position (Fall 2020) that will be Responsible for:

2.2.1 Researching club policies at other comparable universities;

2.2.2 Identifying areas of improvement in the process for acquiring and maintaining SSMU club status;

2.2.3 Completing adequate direct consultations with interim- and full-status clubs to gather feedback on current SSMU policy;

2.2.4 Consulting non-SSMU clubs to better understand barriers to gaining SSMU status;

2.2.5 Offering recommendations to policies regarding clubs in order to reduce the administrative burden placed by the SSMU onto club executives;



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- 2.2.6 Suggesting avenues the SSMU can pursue to improve its relationships with student groups.

- 2.3 Club Fund Fee increase to subsidize the Food Handling Permit, Equipment Rental Cost, Sponsorship processing fee and Club Portal (Winter 2020)

- 2.4 Creation of Club, Services, ISGs Portal that contains all information relevant to communicate directly to groups, including:
 - 2.4.1 Creation of electronic modules that provide information on what the expectations are for Clubs and Services of the SSMU regarding:
 - a. Cheque requests
 - b. Banking
 - c. Audits
 - d. Room bookings
 - e. Event insurance/Bookings external to SSMU
 - f. Alcohol permits/Events
 - g. Funding
 - h. General Resources
 - i. An annual club guide updated by the Vice-President (Student Life) with all other pertinent information
 - j. Continuation of an online Activities Night Registration & Payment Platform

- 2.5 Advocacy for the development of a centralized room booking platform for student groups to book any building on campus, collaborating with Building Directors from across the University to create one system joining all buildings from different McGill units and the SSMU

- 2.6 Continuation of a simple checklist for all requirements for clubs that shall be sent electronically to every member of the SSMU while the Clubs, Services, and ISGs portal is under development.

3. Improvements for Club/Service Consultation

- 3.1 The following improvements regarding clubs and service consultation revolve around the Society better understanding the needs of Clubs and Services. The following structural consultative improvements are suggested:
 - 3.1.1 Summits led by the Society's Clubs and Services Representatives to Legislative Council, Clubs and Services Permanent Staff, and the Vice-President (Student Life) and Vice-President (Finance) to meet with all services on a semesterly basis (Fall 2020)



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- 3.1.2 Semesterly consultation sessions (surveys, events, etc.) managed by the Society's Clubs Representatives to Legislative Council to engage in issues faced by clubs (Fall 2020)
- 3.1.3 VP Student Life/Finance check-ins with each service once per semester, either by visiting executive committees or inviting them to attend the Services Review Committee.

4. Conclusion

In achieving these goals over the next five (5) years, the Society can affirm its commitment to improving the experience of clubs and services. It is important for the Society's Executives, Board of Directors, and Legislative Council to hold Executives accountable to the ideas of this Plan.