Vice-présidence (Vie étudiante) de l'AÉUM
SSMU Vice-President (Student Life)

Située sur les territoires traditionnels des collectivités Haudenosaunee et Anishinaabe.
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Vice President Clubs & Services Report to Legislative Council 10-22-2026

Student Group Workshops

Student Group workshops were conducted on October 3rd and 4th from 9am -4pm in the University Center.

- The workshops were in person after being held online previously. The workshops were postponed, with approval of the Board of Directors, due to staff capacity limitations.

Attendance:

Student groups registered for the workshops using an online form and were asked to check in with an ID on the day of the workshops.

- Due to the fact that the workshops were postponed, and because the student groups were not used to having to attend the workshops in person, it was decided that if they were unable to send 2 executives to every workshop, their entire executive team could alternatively complete the workshops online on UDEMY to satisfy their attendance requirements.

Schedule:

The workshops contained the following presentations: Clubs 101, Athletics 101, Services 101, Club & Athletic Team Finance, Events + Wellness.

- All sessions except the Athletics 101 and Services 101 were held multiple times over the course of the weekend to accommodate capacity limits in the room and student group leader schedules.
- A make-up session of Athletics 101 was held on October 7th in person in the University Center because multiple teams were competing that weekend and it was pertinent that the new groups received their first SSMU training.

- The Clubs & Athletics Finance coordinator presented the Clubs & Athletic Team Finance information after creating the presentation slides in collaboration with the Accounting Department.
- The Wellness Coordinator creates the Wellness content which was presented as part of the Events workshop by the VP Clubs & Services.
    - During several conversations over the summer with Purple Brick Road and OSVERSE, the decision was made to include the groups in the wellness workshop to offer more information about responding to reports from event participants or student group members. A deadline of 2 weeks before the workshops was given for the groups to submit the presentation slides. They were followed up multiple times and, even with the workshops being postponed and an extension given to 1 week before the workshops, they were unable to submit the presentation slides. For this reason, they were removed from the workshop schedule for this semester. More conversations about their potential involvement in the future will take place.
- The presentation slides will be made available on the website and on UDEMY for future reference.

Knowledge Checks:

Each workshop contained a knowledge check that was made available via QR code during the workshop. The knowledge check was used to confirm attendance and material retention.

- Not submitting a knowledge check would count as not attending the workshop, however, the score received on the knowledge check would not affect a student group leaders attendance.
- Following the knowledge check, the frequently missed questions were answered and explained by the presenter.

GSVP

The Gendered and Sexual Violence Workshops are hosted online this year using the UDEMY platform. The Internal Regulations require that 5 or 50% of a Student Group's executive team attend the workshop which creates logistical complications.

- Given there are around 293 student groups, having 5 executives (a total of around 1465 students) attend the session in person would have exceeded the room capacity (250) significantly.
- There was not enough time in the schedule to host the session six times while still having enough sessions of the other workshops.

- For these reasons the workshop remained online with the intention of solving this issue for the Winter Session by expanding the schedule to include more days, longer days, or a different location.
- The GSVP training received significant delays because of technical difficulties with the UDEMY platform. The student groups were not penalized for any delays that occurred.
- The GSVP training and knowledge check was created by the Anti-Violence Coordinators and the Equity Commissioners under the oversight of the VP Internal and the VP Clubs and Services.

The workshops were considered an overall success due to the high level of student engagement demonstrated by constructive questions that reflect the Student Group leaders connecting the content of the presentations to their regular operations.

Service Budget Consultations

Service budget consultations were conducted throughout the month of October. Service budget consultations are meetings with relevant executives from each service, the SSMU VP Clubs & Services, the VP Finance, and starting this year, the Clubs & Services Finance Coordinator. The meetings happen before the SSMU receives the student fees, so the budgets created for these initial meetings are drafts with the understanding that they will be edited and updated when the student fee revenue is collected.

Attendance:

- The following (15) services attended service budget meetings: TVM, SNAC, Black Student Network, Plate Club , Muslim Student Association, Nightline, Walksafe, MSERT, The Flat Bike Collective, Arab Student network, DriveSafe, SACOMMS, EDCSSMU, Peer Support Center, MUSCO,
    - ASN required a follow up meeting which was scheduled for two weeks from their initial meeting
- The following (2) services did not attend service budget meetings: Union for Gender Empowerment, Queer McGill
    - The services have been followed up with about setting a time for the meeting

Budget Administration:

In previous years, the service budgets were not stored in a central location which caused the SSMU staff and the service executive teams to be consulting different documents throughout the year. This means that when accounting forms are approved or rejected, the accounting team and executive team may have been acting on information that was out of date or incomplete. Further, many services were not compliant with Internal Regulations of Student Groups section 5.10.e that requires them to use the budget tracking tool provided to them by the society.

In order to correct these issues, each service was provided with a google drive folder to keep their budgets in. This folder will be used in future years as well so service executives and staff can see the financial history of services. The services were provided with a budget tracking tool that allows services to create different events and portfolios and autopopulates their actuals based on that. The budget tool also has a designated area for tracking transactions throughout the year. Further, the services will be able to see, in this folder, their trial balances at the end of every month which reflect their departments finances. This was received with appreciation from service executives. These measures should prevent the financial challenges of previous years created by unorganized financial information.

Next Steps:

Services will receive their fee amounts and update their draft budgets which will then be brought to the Student Groups Committee for approval.

Family Care

Attended the Daycare Board of Directors Meeting.

Was appointed to and attended the meeting of the McGill Family Care sub-committee meeting.

- The meeting discussed updating the McGill family care webpage. The document relating to SSMU's family care was outdated so communications with the Governance and Advocacy Coordinator were initiated to create a replacement document that would outline the memberships current options for family care.
- The meeting further discussed how activities or childcare options that do not specify the operating language can create a barrier for parents. We discussed the collective goal of the committee to update a list of childcare options and family friendly activities in and around Montreal and specify the languages they can accommodate.

Administration

Continued discussions with Showpass about student group integration. Shared the publicly available directory of student groups and facilitated an onboarding email to be sent to all student groups to allow them to begin creating events.

Collaborated with the Student Life Operations department to update the student group information provided to the insurance broker to ensure complete and continued coverage for student group activities.

Met with McGill to inform them about the club application process and provide assurance that standard naming conventions are integrated into the approval process.

Met with McGill Athletics & Recreation to improve the workflow of Athletic Team accounting. Identified that the previously agreed upon accounting form was not sufficient for McGill accounting processes and integrated a new form into the workflow. Further identified a process for internal transfers between McGill departments that allowed for them to conduct an internal transfer between the varsity account and the McGill department getting paid when the teams indicate they want to use their varsity funds for McGill space rentals. Ensured this process would be officially requested and properly documented.

Began the hiring process for the Student Life Secretary General and the Student Life Assistant which are both new, part-time roles, that will support the administration of documents, contracts, and committees.

Created an elections process, in collaboration with the SSMU Chief Returning Officer that allows student groups to use Simply Voting for their elections.

Miscellaneous

Attended the University of Laval tailgate and the ULaval vs McGill football game with the VP External at the invite of The Confédération des Associations d'Étudiants et Étudiantes de l'Université Laval (CADEUL).