



July-September Report September 7, 2011.

The second half of the summer was even busier than the first. I was able to achieve a few concrete projects and set in motion others for the year ahead. It has been a pleasure throughout the summer to spend time getting to know many many people across campus who I will be working with throughout the year. It's also been a key time for working with my fellow executives and getting to know all the permanent SSMU staff. I'd like to especially thank SSMU's General Manager—Pauline has been invaluable in helping our executive team get up to speed!

As you can imagine, the last two weeks have been particularly hectic, with the MUNACA strike and the McTavish flood piling up on top of everything else that is usually hectic at this time of year!

As always, please do not hesitate to contact me if you have any questions or concerns.

Student Constituencies & Democratic Processes

Legislative Council – I communicated with Council to get the administrative work of compiling contact information, bios, confidentiality agreements, etc. out of the way. I coordinated the production of the SSMU Executive's summer report, which we hoped would alleviate some of the concerns regarding lack of transparency and accountability over the summer. I coordinated the revision of the Councillor Guidebook as well as a Committee Guide for Councillors—thanks to the other execs for all their help! I also coordinated the logistics and programming for the SSMU Retreat (for Councillors and Senators).

Presidents' Roundtable – It's been a pleasure working the faculty association presidents during the summer to share information and collaborate on joint projects and endeavours, including an Opt In Campaign for student association fees. SSMU was able to provide the Medical Students' Society with some help in addressing the strike by Quebec's medical residents.

Athletics Roundtable – This roundtable collaborated to make sure the Varsity Fair happened during Orientation. Huge thanks to Varsity Council and McGill Athletics for making everything happen! I'm looking forward to working with these fine folks to increase support for student athletes throughout the rest of the year.

Bylaw Review – I worked on an initial review of the bylaws within my portfolio and supported the other executives in their bylaw revisions. This process will continue during the year with an Ad-hoc Bylaw Review committee.

Board of Directors – After some discussion with the rest of the Executive, I am working on a revision to the structure of our Board of Directors to address some of the concerns raised last year.



General Assemblies – I scheduled and booked the venues for the General Assemblies and created the General Assembly motion submission package. I'm continuing to work on publicity. I also worked with Joel on further ideas for reforming and improving the General Assembly, which we hope to continue with Councillors.

Strategic Summits – I worked to schedule and provide a framework for this series of events which we hope will reach out to the student body in a new way. This is an experiment in consultation—we'll see how it works out!

Elections Dates – I drafted a schedule for elections and referenda dates for the year. The Chief Electoral Officer of Elections McGill is reviewing them and will be presenting the final version to Council for approval on September 15th.

SSMU Calendar of Events 2011-2012 – I worked with the rest of the Executive to compile a calendar of events for the year ahead. While of course some of these events will end up having to be adjusted for one reason or another, this has been helpful and has been provided to floor fellows, SSMU staff, and campus media. All the events will soon be put into our events calendar on the (new!) SSMU website.

SSMU Outreach material revision – I revised the “What is the Students' Society of McGill University?” and “Get Involved at McGill” brochures and designed the base template for the new SSMU brochures. I also supported the creation of the Sustainability at McGill and McGill Admin brochures. These have been very helpful in reaching out to students so far.

Off Campus Fellows – I was invited to speak to the Off-Campus Fellows about student life at McGill. I gave a presentation which was well-received and garnered a lot of questions. This is a really energetic, excited group!

Medicine & Dentistry Orientation – I spoke briefly at the MedDent Orientation. I just gave the short intro to student life opportunities and the democratic process on campus, complete with pretty pictures. Students from MSS and DSS spoke after me and overall I think we made a great pitch for getting involved on campus.

Floor Fellow Orientation – I attended the Services Roundtable with along with two of SSMU's Frosh Coordinators to answer questions about Frosh and SSMU in general.

Parents' Tent – SSMU tabled throughout the Parents' Tent event. We answered a lot of questions and gave away a lot of materials. Thanks to the Senators and Councillors who helped table!

Discover McGill – I cohosted Discover McGill with Jana Luker. The event was hosted outside in the stadium this year (the day after Hurricane Irene...) and was bursting with energy.

Street Fest – I really enjoyed getting to meet a lot of new students at Street Fest!



Frosh – I provided general support and troubleshooting assistance to Todd regarding Integrated Orientation organizing. During the event I ended up spending much of my time acting as a porter due to the MUNACA strike!

Policy Development – I have identified a number of policies which I would like to work on developing throughout the year. These include HR policies, nominating policies, finishing the revisions to the Conflict of Interest Policy started this last year, and supporting Shyam in developing ethical purchasing and investment policies through the Financial Ethics Review Committee.

McGill Administration & Governance

MOA/Lease – The SSMU's Memorandum of Agreement and Lease both expired on May 31, 2011. Throughout the summer, Emily and I have spent a huge amount of time working through everything that needs to be done to move the signing of the new agreements forward as quickly as possible. We can now see the end in sight in this process.

Meeting People – One of the great things about the summer is that schedules are a little less frantic so you have more time to get to know various people in the Administration. This includes staff members in the Secretariat, Deputy Provost (Student Life and Learning) Office, Development and Alumni Relations, Residences, McGill Food and Dining Services, the Office of Sustainability, SEDE, First Peoples House, Student Services, Campus Space and Planning Office, and University Safety.

Campus Community Campaign – As co-chair I attended the first committee meeting of the year as well as the staff breakfast hosted at the end of August. I worked with the CCC's Meira Turk regarding putting on the Redpath Museum Flashlight Tours again (coming up November 5th)—huge thanks to the Redpath Museum and Redpath Museum Club.

McGill Security – After a productive conversation with some members of campus security, I compiled a list of student FAQs for them. This was provided to them recently, so I hope to hear soon of how they will be distributing the answers.

Board of Governors – My term on BoG started September 1st and I attended the Orientation session for new members. I will be the student representative on the following BoG committees: Nominating & Governance Committee, Building & Properties Committee, and the Committee to Advise on Matters of Social Responsibility.

Human Resources

Sustainability Coordinator – I worked with the HR Advisor, Marie-Élaine, to hire SSMU's new full-time Sustainability Coordinator, David Gray-Donald. Dave started work on August 15th and I've been working with him to get everything off to a smooth start for this year.



Judicial Board Recruitment – I interviewed candidates for JBoard Justices. Their names are recommended to Nominating Committee, which will meet ASAP after the first Council meeting. I still need to recruit at least one additional Justice.

Student Staff Orientation Guide – I drafted a 30+ page guide for student staff which explains the SSMU Office, SSMU's legislative procedures, and many other things that we hope will be helpful to SSMU's dozens of student staff who work in and out of the office and decrease the length of time it takes them to get up to speed on everything SSMU. Thanks to the staff and my fellow execs for helping with edits.

Student Staff Orientation – At the end of the summer / start of the school year, I met with the incoming Chief Electoral Officer of Elections McGill, the Environment Commissioners, the Speakers of Council, and the Secretary General, to provide them with the info they need to start their work. So far they all seem like they're going to do incredible work this year and I'm excited to support them.

Presentation of Goals for the Year to Staff – I worked with the rest of the Executive to compile a list of our goals for the year and present them to the SSMU staff (primarily permanent staff). We hope that this will help all the permanent staff understand what we are trying to achieve so that they can give us the benefit of their knowledge and experience. Huge thanks to the General Manager for coordinating the logistics of this staff breakfast.

Training – I helped to coordinate various workshops for the SSMU Executive.

VP Clubs & Services Portfolio – I worked with Carol to review her portfolio, which has historically been very heavy on administrative work and sheer number of hours worked. Carol had already implemented a change of having the Interest Group Coordinator start work in mid-August, so that she was already up to speed for start-of-the-year craziness. We also recognized that our two new permanent staff will be able to alleviate some of the workload: the HR Advisor can help substantially regarding hiring, payroll, and HR matters for all the Services while the Sustainability Coordinator can help work on short and long-term sustainability projects in the Shatner building. Finally, we agreed that for future years the two publications in the C&S portfolio should be moved elsewhere (the Old McGill yearbook to the VP Internal portfolio and the Handbook to the President portfolio). We'll see how this goes throughout the year and make any further recommendations for changes as needed.

General – I work closely with the General Manager, the HR Advisor, and the other execs to support the staff at SSMU and to quickly and fairly resolve any HR issues that arise.

Sustainability

Inter-faculty Sustainability Case Competition – I worked with Todd to select the Chair for this event. So far the organizing team is working very hard and we hope it will be a great inaugural success!



Sustainability Coordinator – It's been great working with Dave to integrate this new position. There are lots of great plans for the year! I'm really excited to see all the Environment student staff have more time to focus on specific projects and supporting sustainability groups on campus because of the additional capacity of the Sustainability Coordinator.

Sustainability Projects Fund Working Group – I filled in for an absent SSMU representative at an SF working group meeting this summer. This was helpful for getting

Sustainability Coordination Group – I attended a meeting on behalf of SSMU (along with the new Sustainability Coordinator)

Other

Concordia Student Union and Post Graduate Students Society – It was a pleasure to spend an afternoon discussing issues with the CSU and PGSS execs, and to show them around the Shatner Building.

Campus media workshop – I provided a SSMU 101 workshop for members of the campus media. I received positive feedback that this was helpful and will recommend that this is done again next year.

Student Food Summit – I attended this event in Toronto with the VP Clubs & Services. It was an excellent opportunity to learn and share ideas regarding food on campuses across Canada and I hope it will help inform our plans this year!

PGSS Memorandum of Agreement – Carol and I met with Adrian (PGSS VP Finance) re renewing our MOA about Clubs & Services. This will be brought to Council for consideration.

MUNACA strike – This issue has obviously been a very time consuming one. My work has included providing daily updates to the Faculty Associations during the first week of the strike, supporting Joel in drafting our FAQs and official statement, meeting with the Principal and the Deputy Provost, spending time on the phone with Robyn Wiltshire, Jana Luker, and the Deputy Provost, coordinating social media, speaking to the press, etc. The SSMU Exec was able to provide a brainstormed list of ways that a MUNACA strike would affect students to the Deputy Provost's Office right at the beginning of the strike, and has been consistently pushing McGill to provide more information to students both about how the services they need are being affected and about the actual issues about which MUNACA and McGill are negotiating. We have seen some improvement in the amount of information McGill is distributing to the student body.

Additionally, as three out of four of the SSMU porters are MUNACA members and therefore on strike, I also supported Carol and the SSMU permanent staff in adjusting the operations of the SSMU Building accordingly. Since Execs count as managers, I've been doing porter duty (and attempting to unwrap the many mysteries of this building and its plethora of keys).



Executive Committee Approvals Under My Portfolio

President Job Description – I revised the draft President's job description left to me by my predecessor. The amended version was approved by Executive Committee.

Judicial Board Justices – The Executive Committee recommends to Nominating Committee the appointment of Jean-Philippe Herbert & Raphael Szajnfarber for Judicial Board Justices (to be ratified by Nominating Committee in September).

Environment Commissioners – The Executive Committee approved increasing each Environment Commissioner's maximum hours from 30 hours per year (which was not reflective of the extent of their job description) to 112.5 hrs/semester (an average of 7.5 hours/week).

Green Events Coordinator & Green Building Coordinator – The Executive Committee approved increasing the maximum hours for each of these positions from 33 hours per year to 150 hours per year (average 5 hours/week).

Francophone Commissioners – The Executive Committee approved increasing the maximum hours for these positions from 46 hours per year to 150 hours per year (average 5 hours/week).

Respectfully submitted,

Maggie Knight
President