

AHS

UNDERGRADUATE MEMBERS

Date: Monday January 21st, 2018

Time: 4:15pm

Location: BMH 1048

Open Session	
Preliminaries	
1. Call to Order	Decision
2. Highs and Lows	Information
3. Approval of the agenda	D
4. Approval of the minutes from Nov. 19th , Nov. 26th , Jan. 14th	D
Regular Agenda	I
5. Sway	I
6. Reports of Officers	
a. President	
b. VP of Internal Affairs	
c. VP of Finance	
d. VP of Education	
e. Directors	
f. Representatives	I
7. Events	
a. All Societies Assembly	
b. F***ed Up Forum	
c. PPP	
d. AHSUM Council	Discussion
8. Executive Photo	
9. SRO	D
10. Social Committee	
Other business	
11. Food Services	
12. Feds Council	
13. Provincial Government	
New Business	Discussion

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14. Semi Formal

15. Feedback Session

- a. President
- b. VP of Internal Affairs
- c. VP of Finance
- d. VP of Education

Adjournment 5:37 p.m

*means that more information is on the bottom of the agenda



President Report

The listed items are not in any type of order or priority or timelines.

Prelude to the semester

- Planned Orientation training.
- Worked on Feedback survey between VP's.
- Position on Board had to catch up on minutes.
- F*cked Up Forum advocated the Faculty the value of the event.
- Coordinated an SLP workshop for AHSUM Executive.
- Got in contact with Co-op to prepare a workshop for the end of the semester for all AHSUM members (Skill articulation).

The beginning of the semester

- Executed Orientation
 - Highs - Very positive environment, right from the beginning with food and the ice breaker.
 - Members learnt about Robert's rules of order - debate occurred motions pass and failed!
 - Helped give a direction to the semester.
- Finalized F*cked up Forum.
- Formalized VP meetings with agendas.
- Working more on ASA with Katie Arnold Eng Soc B President.
- Had VP's have action plans for the semester:
 - VPIA (Raquel)
 - Storage Room
 - Organizing Office
 - Being a resource
 - VPEd (Shelbee)
 - Creating summary sheets and reports templates for members to bring/fill out during/after their meeting.
 - Creating a meeting cheat sheet that will break down all the acronyms and help follow the meeting.
 - Working on the transition process and how to make them stronger.
 - VPF (Jessica)
 - Purchasing capital Investments the goal is to spend the money sitting in the bank account.
 - Doing an independent audit report of AHSUM in the last 4 years.

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- Helping the President with his action item on operations and internal system. Work on operations of the internal system with Tomson
- President (Tomson)
 - Work on all the legal documents for AHSUM
 - Build the AHSUM Councilor role
 - Work on the internal system for AHSUM related items
- Worked with the Secretariat and Dean's office for the Dean Nomination Committee
 - Five UG members were invited
 - Jessica Lewitzky: Kin/Rec (Strategic Planning)
 - Sanaa Ahmed: Health (Orientation Representative)
 - Raquel Castro: Kin (AHSUM Representative)
 - Marc Resendes: P.HLTH (general involvement)
 - Rachel Almaw (first-year rep)

Moving Forward

- Recognizing/Authorizing Council as a body of delegates
 - Communicating with the Dean's office on what AHSUM Council will be doing etc.
 - Setting a Council meeting for the last week of January.
 - The goal of this meeting will set up goals for the semester and for members to learn more about the faculty.
 - F*cked up Forum 2.0 Life after Undergrad
 - This will be an event tailored to 3rd and 4th years, where Profs will talk about their experience in undergrad and where they went
 - As you know I am running for Feds VP Student Life, please know if I am not being a good President. I am here for AHSUM first.
 - With the semester I have been delegating a lot of responsibilities to other VP's. Especially Jessica, dealing with food orders so thank you with that!
 - Focusing on ASA with Katie Arnold! <3
 - Planning to iron this process out to give to the next VPSL of Feds
 - Making sure VP's are executing their Action Plans
 - They should be noticeable by the end of Jan. then improvements can be made during Feb. To then have the plan in full effect in March.
 - The elections for AHSUM Executive will be happening a week after reading week! So that's a little heads up!
 - This will leave all of March for transitioning (this is where Shelbee will come)
 - Council - Preliminary items - Training
 - 1st - Introduction
 - 2nd - Goals for the term
 - 3rd - Leeann introduction
 - 4th - Dinner
 - Fin.
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Vice President of Education Report

Hello everyone! Since coming back from the break, I've been working with the VP team to get AHSUM up and running again. There were many advocacy meetings scheduled during the week including Cooperative Education Council and the Education Advisory Council. Unfortunately, due to some unforeseen personal health problems, I have taken some time away from meetings caused by conflicts with appointments. I have also reached out for additional help from Tomson to ensure I am not dropping the ball on anything. I truly apologize if I have let anyone down this week, that was never my intention.

In terms of collaborating with the advocacy team for AHSUM (representatives), I have scheduled one-on-ones with each member where I am hoping to connect and learn about personal goals and desires for the term. My intent with these one-on-ones is to provide a private sit down meeting where the representatives can share their personal experiences and expectations. I can then take their thoughts and desires into consideration this term and help them achieve their aspirations. I want to help ensure every executive member gets the most out of being on AHSUM and these one-on-ones will ensure everyone is on the same page and understands their expectations for the term. I will also be asking and brainstorming with the representative team about our academic event for this term. If anyone has any ideas let me know!

I have started organizing my thoughts in regards to Action Plans for the term. There are three interventions I will be working on and putting into effect. For one, there will be a summary sheet that must be completed by all representatives after attending department meeting. There will be a variety of questions that work to summarize the purpose and outcome of these meetings. This will be shared with all executive members and works to ensure representatives are attending and listening in these department meetings. There is also a new rule for department and faculty council meetings: councillors cannot be sent to department meetings without being accompanied by a representative. This is to ensure that councillors are provided with knowledge and the support needed to sit and be an

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active participant during these meetings (this was a problem that was brought up to my attention a few times last term). If you have any questions about this, or need further rationale, please reach out to me.

I will also be working on improving transition documents to ensure that new members have real insight regarding previous AHSUM experiences. It is unfair for new members to somehow learn how AHSUM runs without real experiences from past members to learn from. There will be talking points and suggested topics to address in these new transition documents.

The last component of my action plan is to create a Vice President of Education cheat sheet which will showcase and explain all the meetings one is required to attend, what they are, and the position titles of important contact persons. This should help with transitioning and succeeding in this role and not losing your voice through intimidating meetings.

AHSUM is off to an excellent start this term and I am looking forward to collaborating, working, and growing as a team. The SSO workshop, the team attended on Wednesday, showcased great fundamentals and highlighted strengths and areas of improvement we all can help each other to work through and grow as student leaders.



Vice President of Finance Report

Goals for the Term:

- Spend More Money
 - Create a plan on how to spend more money to share with the current team and use moving forward
 - Have a role in event planning to incorporate more successful budget use
- Plan Semi-Formal with Engineering Society
- Perform 4-year audit on AHSUM finances
- Complete and execute Action Plan

What I've done so far:

- Created a generous budget with a planned deficit
- Met with EngSoc twice to discuss and plan Semi-Formal
- Met with Gurpreet once
- A placed capital purchase order for storage boxes and whiteboards
- Helped with shoe tags

What I plan to do throughout the term:

- Friday meetings/cheque request runs
- Continued meeting and planning with EngSoc
- Help where needed (IE, food orders, events, etc)
- Place more capital purchase orders
 - Ideas welcome

Budget:

- https://docs.google.com/spreadsheets/d/1wffd1qQcn1awT16_KjRHFacbLeP_dcTo2bHBYP4a0/edit?usp=sharing

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Vice President of Internal Affairs

Goals for the Term:

- Organize the storage room:
 - The 2019 F.O.C. team did an amazing job with sectioning the storage room
 - Once the boxes come in, I want to further organize the AHSUM space to ensure that future events and the society as a whole run more efficiently.
- Organize the AHSUM Office:
 - The office needs to be inviting to the entire AHS community. I want to declutter and sort the office to make office hours as smooth as possible.
- Being a resource:
 - I want to ensure the goals that the Directors have are fulfilled during this semester, or as progressed as possible for future semesters.

What I've done so far:

- During Orientation, I had a brainstorming session with the Directors and the Joeys
- Scheduled the office hours for the semester
- I followed up with a Directors meeting to further plan this semester
 - DCSOP:
 - Already completed website training → Update it including last semester's Newsletter (via DS & DPRP Joeys)
 - Will keep the hashtag #KeepItAhsum
 - Will continue Humans of AHS (collaboration between Joeys & Councillors)
 - DS:
 - Update fridge and microwave raffle
 - Canvas: V-Day, Bouldering, Laser tag
 - Banners: used until decal is created
 - Swag this semester:
 - Black sweaters always in stock (full price, discounted during Involvement Fair), an annual colour that rotates through → charcoal
 - Laptop decals (*AHS with kangaroo*) → block and transparent
 - Keychains (*kangaroo head*)
 - Popsockets (*circular logo*)
 - Socks (*kangaroo head*)
<https://poshmark.com/listing/Yik-Yak-socks-554922a056b2d67b1d00135c>
 - New Project: In conjunction with DPRP
 - Posters (2 * Service, Snack, Event Calendar)

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- One outside the office, one outside of the lounge
- Outside of office = laminated so it can be modified
- Outside of lounge = unmodified
- Joeys: Responsible for semester's Newsletter
- DE:
 - Events:
 - PPP (January 31st, 12:30-3:30 p.m. @ University Club)
 - V-Day: roses and premade cards
 - Mystery Bus: Laser tag (end of Feb, early March)
 - Bouldering: March 11 - 15 → Joeys
 - Therapy Farm (April 1st - 5th)
 - EOT (April 5th) @ Mawxell's
 - Ideas:
 - Paint night (need to contact Emma Heron)
- DPRP:
 - Decal: will be revisited after Reading Week

What I plan to do throughout the term:

- Have weekly meeting with the Directors
- Assist the Directors with their roles
- Complete my outlined Action Plan

PPP Event Form:

- https://docs.google.com/document/d/1r2ptrBY7T-JPW_U75AOchgWmx8aaerNJ3Ex381XILbA/edit?usp=sharing



FUF Poster: