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Contribution  
164.5 Hours

Hello everyone,

It's the start of a new year and I couldn't be happier to represent students after a well-deserved holiday break. Many of the committees I sit on have not met this month, but I am able to focus on more ULSU internal work instead. Here are some of the highlights for this month:

**Office Computer Initiative**

Back in December, I had proposed to the General Assembly a replacement of 4 computers belonging to the Executive Council. These computers were dated from 2011 and 2012, one of them was even running Windows 7, seeing how slow they were and difficult the Executive was finding it to complete their job, the General Assembly passed CRF money to have them replaced. These computers were installed early this month and the Executive are very happy with how much more efficient and easier it is to use these computers.

**Budget Consultation with Upper Administration**

This meeting involved members of administration, namely Mike Mahon, Nancy Walker and Andrew Hakin and the ULSU Executives. They were looking for consultation on how to move forward given that budgetary constrictions they were faced with. We made it clear that as student representatives, we did not want to see the quality of student services decrease, they serve a very valuable purpose to this University and its students. We also indicated that a very simple strategy to becoming more cost effective is to move many services to an online system. This, although costly upfront, could result in the same or better quality of service while saving money by reducing the amount of labour costs needed to complete said duties. A prime example of this is checks related to course planning up to graduation, and of course grad checks.

**Exec for a Day**

This initiative was something discussed extensively in the Autumn semester. We had planned to have 5 different 1-hour timeslots, where any undergraduate student could come and learn role of a specific executive. In my timeslot I had informed them about my roles in Finance, Human Resources and Governance of the ULSU and my roles on external committees at the University of Lethbridge. The goal of this was to increase engagement, and hopefully have a multitude of candidates running for ULSU executive positions.



### **Final Grade Appeals Committee Procedure Meeting**

This meeting was held to help new and old members of Final Grade Appeal committees get acquainted with the new structure of committees and the full process of a grade appeal as it stands. As I sit on the Liberal Education Final Grade Appeal Committee, I was asked to attend said meeting. This was very helpful in understanding how this meeting would work, if the committee is ever called.

### **Student Fee Review Committee**

As per University Policy, any fee changes proposed to students are to be brought forward to the Student Fee Review Committee. This committee consists of members of the Finance Department of the University, which includes Nancy Walker and Carrie Takeyasu, 7 members of the ULSU, which was the Executives, the International Representative and the Residence Representative, and finally 3 members of the Graduate Students' Association. The information carried to us I believe remains confidential until it is voted upon by the Board of Governors, but I will say that much constructive feedback was given in the committee. This resulted in certain fees being reevaluated, some changed and some even removed.

### **Meliorist Board Meeting**

I am very happy that Dylan, the Business Manager has planned to have our Board meet more regularly. That being said, this meeting we were able to pass money for a rally being held as well as a professional library that the Meliorist will have in order to give development opportunities related to journalism. We were also given an extensive report of members' journey to NASH, a student journalism conference. Lastly, there was a discussion on both the necessity and implementation of conflict of interest and confidentiality provisions for Staff and Board Members of the Meliorist.

### **Executive Accountability Committee Meeting**

This meeting, with one of the members of said committee, was an informative meeting relating the responses of a survey conducted by the committee to the General Assembly. The responses relayed to me were very constructive and I am very happy that the General Assembly took the time to give me this feedback. I do plan on taking every bit of advice and apply it to improve in my position.

### **Transition Meeting**

As per our meeting in December, we decided it would be useful to have weekly meetings in our efforts to plan a proper transition for the next executive. As a part of my portfolio, I am tasked with planning one on one sessions with the next VP Operations and Finance and sessions on the Budget, Greek Life, the ULSU Staff, the Operations Manual, and QIP. I am glad to say we are making great progress in preparing for a great transition.



**Communications Coordinator Interviews and Related Meetings**

After the resignation of our last Communications Coordinator in December, it was tasked that the Full-Time Employee Hiring Committee seek someone to fill the role. This committee consists of myself, Andrew and Cheri. After having a posting the position for about a month, we were left with a list of over 20 candidates, which is fantastic to hear, but a challenge to shorten. After a meeting of the committee though, we were able to shortlist it all down to about 6 candidates for the position. We then had the task of performing interviews at the end of the month. Although we are not yet complete our process, I am happy to say that we have narrowed it down to 2 fantastic candidates for the position.

**Smart Board Initiative**

As it became apparent that the Smart Board in our Council Chambers is dated, I decided a good initiative was to find a replacement. The current one is really seeing its own age; the lifespan is roughly 7 years and this one is 12 years old. The recommendation that I decided was a new Smart Board, the collaborative ability, the HDMI connectivity and of course the ability to cast to the Board made it very appealing. I presented a CRF proposal at our General Assembly meeting, which did not pass. Although unfortunate, the General Assembly had very valuable input into better options and why a Smart product is no longer worth the cost. I am looking into alternatives to present to the General Assembly later in the year.



## **Meetings and Events**

Budget Consultation with Upper Administration – January 7  
Executive Council Meeting – January 8  
Strategic Planning Committee – January 8  
Exec for Day Meeting – January 14  
Final Grade Appeals Committee Procedure Orientation – January 14  
Student Fee Review Committee – January 15  
Executive Council Meeting – January 15  
Applicant Review Meeting – January 20  
Student Fee Review Committee – January 20  
Meliorist Board Meeting – January 20  
Staff Topic Transition Meeting – January 22  
Meeting with Executive Accountability Committee – January 22  
Executive Council Meeting – January 22  
General Assembly Meeting – January 22  
QIP Meeting with Student – January 23  
Exec for a Day – January 23  
Communications Coordinator Interview – January 24  
Transition Planning Meeting – January 24  
Executive Council Meeting – January 29  
Transition Planning Meeting – January 30  
Communications Coordinator Interview – January 30  
Communications Coordinator Interview – January 30  
Communications Coordinator Interview – January 31  
Dirty Bingo Volunteering – January 31

I would once again like to thank the ULSU and student body for giving me such a great opportunity with this position. I would I also like to thank anyone who has taken the time to read this report. Engagement, discussion and rhetoric are important in student politics and I value any opinions that are given to me on the position or the organization. If you have any questions or concerns, please feel free to contact me at [su.finance@uleth.ca](mailto:su.finance@uleth.ca) or (403)329-2292.

Best Regards,



*Office of the VP Operations & Finance*

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Jordan Miles  
Vice-President Operations and Finance