



COUNCIL REPORT

UNIVERSITY OF LETHBRIDGE STUDENTS' UNION - ULSU.CA

Juanita DeVos

VP Student Affairs

July 2022

147.30 Hours
Contributed

LOOKING BACK

NOTE: Please give more details than the examples shown. Also, if you have nothing to report in a particular line, just type in "Nothing to report".

Goals I've accomplished:

(Having crystalized my goals for this term, I will organize them accordingly)

Connections:

- Met with rep from NSO to discuss ULSU EC's potential participation in New Student Orientation and possible overlaps in Fresh Fest planning.
- Met with my counterpart at Mount Royal University to discuss potential ideas and established systems at each location.
- Perpared for a trip with EC to the University of Lethbridge Calgary Campus

Communications:

- Read social media and email contacts daily and responded as quickly as possible.
- Kept up to date with my teammates and missed meetings by reviewing minutes and published reports
- Prepared and submitted June 2022 Council report for publication on ULSU website.
- Completed and submitted the COCA Student Life Summit Conference report from conference attended in June. Also Tallied and submitted all receipts to accounting.

Legacy (What I want to leave for the next VPSA):

- Prepared conference report with enough detail that next years' VPSA has a very clear understanding of what to expect.
- Created Council Report template based on sample provided by Max for future ease in reporting.
- Provided feedback to Gage for the UofL Sexual Violence Policy currently being edited.
- Maintain physical and digital filing system for Clubs as well as excel ratification process tracking.

People I've worked with:

(list people you've worked with or who have been instrumental with providing info or help & what they did).

ULSU Staff – Becca helped me repair an issue with the Zoom account associated with the VPSA email address in which it repeatedly reverted to a Basic account when it should be a Licensed account.

ULSU EC – I provided feedback to Gage regarding the edits to the Sexual Violence Policy of the ULSU he was working on.

Meetings I've prepared for:

(eg: Planning Committee meeting – read 50 page agenda & asked questions prior to the meeting so I would have well thought out ideas)

CKXU Board of Directors: Responded to meeting polls and reviewed agenda package materials.

EC Meetings – Prepared weekly summaries of activities and goal developments arising from contacts as well as additional items for discussion. Prepared ratification requests for EC approval.

EC Strategic Planning Meetings – Reviewed previous Strategic Planning document, taking notes for discussion and developing suggestions for edits.

Fresh Fest Committee:

- Prepared basic agenda for recurring Fresh Fest Committee meetings
- Read reports and reviewed shared files and documents prior to meetings

GFC – Student Awards Committee: Reviewed Agenda package and voted on 2 new graduate student awards for the GFC SAC

Meetings & activities attended, people I've spoken with:

ULSU Staff:

- **Cheri** – discussions regarding Fresh Fest Budget & Task lists, Events and historical processes.
- **Max** – discussions regarding Fresh Fest Events as well as how best to request specific work from him including creation of a Connections Café logo to be printed on SWAG.
- **Becca** - discussions getting to know each other and find out how we can best work together; included the potentiality of using Monday.com for task tracking and event planning;
- **Tracy & Maiko** – discussions regarding Clubs and SWAG for Connections Café; discussions re: Club banking and ratification processes.

ULSU EC – Stuff

- **Kairvee** – arranged with and met for weekly 1 on 1 chats; discussed updates of ongoing projects; share current activities, issues and ideas.
- **Gage** – discussions regarding feedback requests for Sexual Violence Policy edits; discussions regarding Connections Café project – brainstorming content, swag and logistics.
- **Sam** – Nothing to report.
- **Coral** – discussions regarding creating budgets for projects including searches for prior year Fresh Fest Budgets and event budgets to ensure proper construction of current project submissions; requests for clarification of budget lines and how to track projects and requested spending.

ULSU – Clubs & Levy Groups

- Met with Club leaders to discuss formation, policies, banking, and other issues;
- Met with Courtney (CKXU) regarding South Country Faire, For the Record event and the involvement and fair use of the members of the Audio Engineering Society (ULSU Club) for other potential on-campus musical events;
- Met with Blayne to discuss ULSU and the Meliorist;
- Met with Brianna, Residence Life and Education Coordinator and toured UHall Res to get a better understanding of what student conditions in res are like;
- Met with Shawn at the Zoo to discuss the possibility of ULSU supporting more live music through a partnership with CKXU.

CKXU Board of Directors: Attended and participated in discussions and voted on behalf of ULSU.

EC Meetings – Attended and participated in weekly EC meetings.

EC Strategic Planning Meeting – Attended and participated in EC Strategic Planning meeting.

Fresh Fest Committee – Chaired and participated in weekly and individually scheduled meetings regarding Fresh Fest.

GFC – Student Awards Committee: Attended and participated in meeting.

<p>Tactics on how I promoted SU events: (eg: created & hung a huge banner in the atrium)</p>	<ul style="list-style-type: none"> • I met with Courtney at CKXU to discuss ways the ULSU could be involved and communicate with students through CKXU. I completed the CKXU orientation training and signed out a recording device to begin interviews and other recordings to develop a 'radio show' for the ULSU to be played on CKXU. • With my EC teammates, completed a photoshoot with Max to create promotional images to be used in this years' promotions.
<p>Challenges I've encountered: (eg: people won't get back to me when I leave them a message)</p>	<p>As a result of the University of Lethbridge's new policy regarding Greek Life Organizations on campus, edits had to be made to the ratification request forms – this resulted in some confusion and some ratification applications that were missed for a time.</p>
<p>How my work has impacted students in my constituency (eg: students are enjoying the lounge area we restored and are making new friends).</p>	<p>Nothing at this time.</p>
<p>Details on outcomes: (eg: only 50 people attended my workshop, but they had a great time & learned a lot... give more details though.)</p>	<p>Nothing at this time.</p>
<p>Have read council reports: (eg: I've read everyone's council report and EC minutes so I'm well informed & a team player).</p>	<p>I am up-to date with all of my teammates currently published council reports.</p>

CURRENTLY

<p>Goals I'm pursuing: (list your goals no matter how insignificant they may seem, even if it's just to keep up with regular duties).</p>	<p>(Having crystalized my goals for this term, I will organize them accordingly)</p> <p>Connections:</p> <ul style="list-style-type: none"> • Connect with likaisiskini Student Services and discuss how we might work together <p>Communications:</p> <ul style="list-style-type: none"> • Club Website calendars, can they be linked to form a single event calendar? <p>Legacy (What I want to leave for the next VP SA):</p> <ul style="list-style-type: none"> • Created a Gant Chart style task list for Fresh Fest and have begun work on filling it in to aid in Fresh Fest preparation being more smooth and timely in the future. • Continue cleaning up the hard copy file systems for office documents and club forms
<p>Projects I'm working on: (name your projects with pertinent details & possible timeline of completion)</p>	<p><u>Connections Café / Communi-Tea</u> – Work on a budget and begin preparing the project for proposal to EC.</p> <p><u>Student Engagement Committee</u> – meet and establish lines of communication and scope of responsibility by the end of September (not enough people here in the summer)</p> <p><u>Fresh Fest</u> – Establish regular meetings and try to clarify duties of the support positions. Follow up on event ideas: Noon Concerts, Indigenous first day, and club involvements.</p> <p><u>Club Ratification</u> – review new applications daily and bring to EC weekly!</p> <p><u>Club Spaces/Resources</u> – Discover the process for clubs obtaining use of Club rooms and look at beginning cleaning them out.</p> <p><u>Noon Hour Concerts</u> – continue discussions with Dai at CKXU and prepare budget and proposal for this project to EC by the end of summer.</p>

Things I'm helping other people with:

(please list the things you are helping others with and your duties).

Review and suggestions for ULSU Sexual Violence Policy edits spearheaded by Gage.

MOVING FORWARD

Upcoming activities

(please list the upcoming activities you will be participating in).

Major focus for the end of summer will be getting Fresh Fest events in place so it is more than just the Saturday Jamboree and there are more events that will appeal to and be accessible to a broader spectrum of the student body.

- First Day project (Indegenous focus) itinerary and contacts by August 15th
- Noon Concerts – artists lined up by August 20
- Clubs room – Clubs sign up sent out ASAP & Schedule ready by Aug 29.

Connections Café – prepare proposal and begin preparations.
Savio Josph – Christmas time entertainment?

Important dates/deadlines

(please list the important deadlines related to your goals or position).

Fresh Fest projects - (see above)
Clubs Ratifications received and processed daily, ready for submission to EC weekly.

Details on upcoming tasks

(please give details on upcoming tasks you will need to perform).

Make contact with likaiskini Student Centre to learn about them and to discuss Fresh Fest First day idea – by August 8th

People I will need to work with

(please list the people you will need to be working with and why).

Fresh Fest Committee – without them Fresh Fest will not happen. Their main focus seems to be Jamboree and Cabaret.
Gage and Michaela – Connections Café. Plan details and review budget and proposal.

Resources I might need to gather

(please list the resources or materials you will need to gather for your tasks).

n/a