

# JULY 2023

# COUNCIL REPORT

UNIVERSITY OF LETHBRIDGE  
STUDENTS' UNION

## TYLER ANDERSEN | Residence Representative | 9 hours

### Hours Breakdown

(Meetings, events and activities that I've attended in my role, with an hours breakdown)

### Winter Formal Pre-Preparations - 5 hrs

Getting the initial moving pieces of ORS's Winter Formal moving so that the Cabaret committee has a solidified date, venue and confirmed transportation to work with for the event.

Several different venue's have reached out to me with details including location, availability, capacity, catering and more. Currently negotiating a contract with a local bussing company.

I have been working closely with the Associate Director, Laura, and the Residence Life Team with getting insight on different companies that have been used in the past and other possible options to consider for a venue, bussing, etc.

### ORS Operations Team Hiring (Facilities Manager) - 4 hrs

Continued on with interviewing applicants for the return of the Facilities Manager position. Meetings with candidates happened over Zoom with intentional, structured questions around the role and what the individual would offer to the ORS team. Any available ORS Exec members had also attended any interviews if able. After each interview process was complete, interview notes had been made available to the rest of the team to review.

After all interviews had been completed, time was scheduled to meet with the ORS Exec team and discuss which applicant would be the best fit for the role.

Candidate was decided and informed, and all applicants had been contacted regarding the status of their application.

Applicable paperwork was sent and received from successful applicant. Onboarding process occurred afterward.

### Highlights and Reflection on Monthly Activity

(Information of note, what went well, what did not)

It has been very exciting getting to explore different venue options for ORS's Winter Formal this year. My goal has been to get this event back on an off-campus venue to have more separation from campus. Many already seem to be getting booked up already, so I am wanting to have this solidified as soon as I possibly can.

Facilities Manager interviews went really well!

<b>Projects in Progress</b> (Projects that I am currently working on, who I am working with, what resources do I require)	<p>Continuing to work on Winter Formal preparation, including working to solidify a venue and transportation.</p> <p>Continuing to work on the welcome to residence letter on behalf of the ORS President for the 2023/2024 Academic year.</p> <p>Wanting to implement a residence-wide Discord server for the 2023/2024 Academic year to generate more social cohesion between the community, developing rapport with ORS members and establishing a central hub for sharing information for everything residence. Currently I am considering the different logistics involved in this transition including accessibility, security, and structure.</p>
<b>Completed Projects</b> (Projects that I have completed, what went well, what did not, and why)	<p>The Facilities Manager position has been filled. I am extremely excited, as I believe this person is a very good fit for our team and will offer a lot!</p>
<b>Challenges</b> (eg: I can't get volunteers, not enough funding, the equipment didn't work properly, etc.)	<p>Coordinating with others over the summer has been difficult due to everyone having a different schedule due to work. I am hoping this will become easier as the summer comes to a close.</p>
<b>Goals Accomplished</b> (Kept up with regular duties &/or accomplished additional goals)	<ul style="list-style-type: none"> <li>• Hire ORS Facilities Manager.</li> </ul>

## MOVING FORWARD

<b>Current/Upcoming Tasks</b> (Upcoming activities or tasks I will be participating in or spearheading, possible timeline of completion, who will I be working with)	<p>Continuing to plan ORS's Winter Formal for the fall semester. I still need to book a specific venue and also figure out how transportation will work.</p> <p>With ORS Training Week quickly approaching, I have slowly been shifting my mindset to begin preparations for welcoming the new team. This includes working with the ORS Exec team to formulate a team bonding schedule for the week, committee assignment, cabaret dates, and more.</p> <p>The committee placement survey was sent out at the end of the month.</p>
<b>Goals for Next Month</b> (What I would like to accomplish next month as a ULSU representative)	<p>Creating and beginning to structure the residence-wide Discord server to ideally have it ready for the beginning of the fall semester.</p> <p>Have a structure decided for ORS's internal committee's locked in.</p>
<b>Important Dates/Deadlines</b>	<p>ORS Committee structure deadline set for the end of June.</p>