



<b>Yash Dixit</b>	<b>VP Operations &amp; Finance</b>	May /2024	83 hours contributed
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THINGS TO CONSIDER INCLUDING IN MY REPORT				
Goal Type:	Goals I'm pursuing	Meetings I've prepared for & debrief	Tactics on sharing SU event Information	Upcoming programs & services
Include for Each Goal:	Details on upcoming tasks I will be completing	Important dates/deadlines	People I will need to work with	Resources I might need to gather
Meetings & activities attended, people I've spoken with:	Reflect on what I've accomplished	Challenges I've encountered	How my work has impacted students in my constituency	Details on what I did & who I worked with etc. New tasks in my work plan

## LOOKING BACK

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

<b>Hours Breakdown</b> <i>(Meetings, events and activities that I've attended in my role, with an hours breakdown)</i>	<p>Meetings- 35 hours</p> <p>Office Work- 39 hours</p> <p>Activities- 9 hours</p>
<b>Highlights and Reflection on monthly activity</b> <i>(Information of note, what went well, what did not)</i>	<ul style="list-style-type: none"> <li>• The month of May was very much occupied by meetings of various natures like GFC, Board of Governors Meeting and Board Training for Financial Statements, Pride Planning meeting and Fresh Fest Meeting.</li> <li>• I made myself familiar with the role &amp; responsibility that I have and spent time analyzing the previous records to get a better understanding about it.</li> <li>• I attended various events and socialized with people over there.</li> <li>• Overall, it was a good month as it was the very first month of working at the Student Union.</li> </ul>
<b>Projects in Progress</b> <i>(Projects that I am currently working on, who I am working</i>	For projects, I have been assigned a task to review & prepare a draft on a specific project. I have to update the documents of budget to keep a track on

<i>with, what resources do I require?)</i>	the spending of specific budget lines. I also have to review and verify various applications on case to case basis.
<b>Completed Projects</b> <i>(Projects that I have completed, what went well, what did not, and why)</i>	I worked on the budget for this year. I met with Cheri to discuss the budget created and finalize it with her before presenting it to the General Assembly for approval. I spent time analyzing the previous budgets and the budget lines to have a better understanding.
<b>Challenges I've encountered:</b> <i>(eg: I can't get volunteers, not enough funding, the equipment didn't work properly, etc.)</i>	For the month of May there isn't a lot going on as most of the students are on summer break. However, I look forward to deliver more for students in the coming months when they are back for the school year.
<b>Goals I've accomplished this month:</b> <i>(kept up with regular duties &amp;/or accomplished additional goals)</i>	In the whole month of May, I have got better understanding about who and when to connect when looking to resolve an issue or to talk about something. I have also learnt how to manage time more efficiently with all the meetings and tasks diverted in my way.

## MOVING FORWARD

<b>Current or upcoming tasks:</b> <i>(upcoming activities or tasks I will be participating in or spearheading, possible timeline of completion, who will I be working with).</i>	I am looking forward to take part in various events and conferences taking place in June. I would like to also be actively involved in the Fresh Fest that our VP Student Life is leading. I will also be covered up with my daily tasks like budget update and grant applications. We are almost set and ready for the up and running of Union Eats kiosk and I will be more than happy to offer my assistance in it.
<b>Goals for next month:</b> <i>(What I would like to accomplish next month as a ULSU representative)</i>	My goal for next month will be to interact with the new students coming for the ahead of the heard and making them more aware of the Students Union.
<b>Important dates/deadlines:</b> <i>(important deadlines related to my goals or position).</i>	I don't have a deadline for any tasks as of now. I will try my best to attend a few events and activities to better reach out to students. Adding to that, I would also like to reach out to all the committees that I have been assigned and talk to them.