Executive Meeting

**Minutes**

Thursday May 3rd, 2018 5:30 p.m.

Present: H. Hassaan, J. Bowman, I. Jama, V. Chen, M. Taylor, G. Nowlan (Student Advisor), Y. Minoda (Secretary), J. Seto (Executive Coordinator)

1) Approval of the Agenda

 MOVED(Bowman/Chen): “To approve the agenda as presented.”

 \*CARRIED

2) Approval of the Previous Minutes

 MOVED(Jama/Chen): “To approve the minutes of Friday, April 6th, 2018, as presented.”

 \*CARRIED

3) Introductions

 Everyone went around and introduced themselves.

4) Report of the President

 a) SLACK

 H. Hassaan suggested the main form of communication to be SLACK again this year. He explained that SLACK is very easy to use and that there will also be a FB group created for the executive and staff.

 b) High School Conference

 He reported that all of the funding for the conference is in, but that they have hit a bit of a snag with the attendance. I. Jama added that so far they have 12 students officially registered, but more has been confirmed, and is waiting for them to register. She explained that they have sent numerous emails and made phone calls to push them to register as soon as possible. H. Hassaan also reported that they are still trying to find a keynote speaker. He said that they are thinking of Tka Pinnock.

 J. Seto suggested changing the set up of the event for future conferences, and maybe asking the school as to what they would prefer, so that we can get a TDSB perspective.

5) Election of the Treasurer

 I. Jama volunteered to be treasurer.

6) Report of the Executive Co-ordinator

 a) Summer Hours

 J. Seto reminded Executives that ASSU will be switching to summer hours starting May 15th, and will be closed on Fridays for the summer. She added that executives are not required to do any office hours during the summer, but is encouraged to come in and say hi. She also added that constitutionally, executives are required to have a meeting every 3 weeks.

 b) Executive Responsibilities

 J. Seto talked a little bit about executive responsibilities. She said that there will most likely be some projects happening throughout the summer, especially after the weekend away. She encouraged executives to keep in touch throughout the summer.

 c) Travel Grant Request

 J. Seto explained to the new executives how the travel grant works and presented the 3 pending requests. 2 students that are going to the conference together to present their posters were approved **$150**. A student going to Prague was granted **$250**.

 J. Bowman asked if there were any requirements such as a report back to ASSU after the conference. J. Seto noted that a few years back, there was an attempt to create a map poster to highlight students that went on conferences using our travel grant. He suggested creating something similar that will help highlight these students. He also added that this will help with the referendum.

 d) Dean’s Meetings

 J. Seto informed the executives that the next Dean’s meeting has been set for Friday June 25th but that ASSU does not typically meet in the summer. She said she will try to set the meetings for non-Friday afternoons.

 She also asked the executives if they are interested in having a BBQ with the president this summer. She explained that in the past, ASSU used to have yearly BBQs with the President at their residence, giving the executives a very unique opportunity to mingle and chat with the President. She said that she will reach out to his office.

7) Other Business

 H. Hassaan talked about the updated mental health policy and his concerns of students not knowing about this coming back on the table. He said that the consultation site was not working, and G. Nowlan messaged them to get it fixed. He is hoping that the new deadline will be pushed back because of these technical issues.

 J. Bowman added that the mental health policy has been brought up at the UTSU board of directors meeting, so he will keep us in the loop.

 J. Seto also mentioned that the new executives will be getting office keys and that V. Chen will be getting a fob key as well. She added that executives are free to come and go anytime to the office when the building is open, but stressed to not lose their keys, and to not lend it out to anybody.

 V. Chen asked if they are allowed to stay in the office after hours. J. Seto explained that since you have an office in the building, you are allowed to stay in the building even afterhours. She said that the names of the executives will be sent to campus police so that they are aware of who is allowed to stay in the building.

8) Adjournment

 MOVED(Bowman/Jama): “ To adjourn.”

 \*CARRIED

Secretary to the Executive

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