



## Legislative Council

### Report of the Vice-President Finance & Operations September 29, 2011

*"Give women equal rights and entire nations are more stable and secure." – Hillary Rodham Clinton*

#### 1. PREAMBLE

The past few weeks have been extremely hectic; however, I have managed to get a lot of work done. Furthermore, the office hours I have been holding have also been going well with many students dropping by to ask questions or to just chat.

As mentioned at the last meeting, here are my weekly office hours: Monday, Wednesday, and Thursday between 12:00p.m. – 2:00p.m or by appointment.

#### 2. BUDGET AND FINANCES

##### SSMU Budget

- I met with the SSMU Comptroller to go over the presentation of the Revised Budget
- On the SSMU Website, under Fiscal Responsibility, I figured it would be a great idea to add relevant financial documents (for example, the Services budget worksheet for Services or the Club Audit for the SSMU Clubs)

##### Clubs

- I am currently working on a sample Club Audit document that clubs can use to understand how the Club Audit document works
- Also in regards to the Club Audit, all clubs who submitted an audit last year should have received their score from me by e-mail; this document outlines the logistics of the club audit, the criteria used, and suggestions for the club
- For this year, unlike the past where the club audit was posted on the SSMU Website two months before its deadline, we will be posting the club audit by the end of this week so clubs know that it exists and also for them to start tracking their finances from the start
- The Club Workshops that were hosted by myself and Vice-President Fraser went extremely well with students providing great feedback and using our office hours as a way to communicate with us; a special thank also goes out to Councillor Winer for helping with the workshop on September 22, 2011
- This week, I have also been working on a document which clubs can use to understand finances

##### Services

- Many of the Services have been dropping by the office readily, making it easy for me to communicate with them and provide them with feedback or assistance



- A few of the Services have also submitted their budget using the wonderful worksheet that Vice-President Fraser and I created

### 3. OPERATIONAL COMMITTEES

#### Gerts

- I am still waiting on a response from Desjardins about a possible ATM machine for Gerts; I will report on this as information comes along
- The General Manager, Gerts Bar Manager, and I had a meeting last week to review the budget for the renovations taking place in 2012 to ensure that it does not go over the amount approved by last year's Council

#### Mini Courses

- Registration for Mini Courses is now over; courses have started
- The Mini Courses Team and I will be meeting shortly to discuss strategies for next year and areas where improvements can be made

#### Book Bazaar

- I am finally working on this project that was left from past years; the process will include managing all the communication that was not completed last year and then return books that belong to students
- Over the next few weeks, I expect to be busy organizing this aspect of the portfolio, especially in regards to contacting students who must pick up their books from last year

#### Marketplace

- With the help of the Operations Management Committee, I will be working on a Strategic Management Plan to serve as a tool to explore different strategies to ensure the viability of Marketplace

#### Student-run Cafe

- This committee met yesterday to discuss plans to move forward; we will be presenting the research report in the next coming weeks
- There has been a strong interest among different students on campus to join the Working Group; this makes me extremely happy

### 4. ADMINISTRATIVE COMMITTEES

#### Accounting Committee

- No report this week

#### Finance Committee

- No report this week



#### Financial Ethics Research Committee

- The FERC Coordinator is working on a summary for relevant information that was left from the past few years

#### Funding Committee

- No report this week

#### Operations Management Committee

- This committee met last Friday and discussed many of its plans for the year including but not limited to working on a report for the second floor project, working in conjunction with the Student-run Cafe Working Group, creating a strategy for Marketplace, and so forth

### **5. MISCELLANEOUS INFORMATION**

I have been receiving many calls and e-mails about the Student Health & Dental Plan. Most of the general inquires I answer myself, but anything technical is forwarded to the ASEQ group.

On an ending note, I am looking forward to the weekend and finally taking some time off to relax!

Peace be with you,

Shyam Patel