



Full Staff Vision Meeting (Quarterly)
Meeting-2
Monday, August 27th, 2018
10:00 AM – 12:00 PM
UWSA Board Chambers

Present:

- Jeremiah Bowers President
- Ahmed Abdallah VP Student Services
- Sheldon Harrison VP Finance/Operations
- Maria Hamilton General Manager
- Meaghan Schmidt Administrative Assistant
- Yoshani Jayatilaka Finance Manager
- Theja Ekanayake Junior Accountant
- Rick Santarossa Communications Director
- Sandra Riccio-Muglia Director of Student Events (CAW)
- Ali Chehade Student Groups Coordinator
- Micaela Nimmo Womxn's Centre Coordinator
- Latavia Lewis AfroFest Coordinator
- Mary Hynne The Hum Café & Lounge Manager
- Elizabeth Aro

Regrets:

- Admira Konjic VP Student Advocacy
 - John Antoniw Peer Support Centre Coordinator
 - Paula Ajala-Alexis Shinerama Coordinator
 - Samuel Salazar Campus Pride Centre Coordinator
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ITEM TOPIC

TIME

1.0 Land Acknowledgment

We acknowledge that the land on which we gather is the unceded and traditional territory of the three Fires Confederacy of First Nations, comprised of the Ojibway, the Potawatomie, and the Odawa. This Territory is covered by the Upper Canada Treaties. Today, this meeting place is still the home to many

indigenous peoples from across Turtle Island and we are grateful to have the opportunity to work on this land.

2.0 Introductions

President Jeremiah presented the year plan of 2018-2019.

Mission Statement - to be the best student led organisation to meet the student's need.

3.0 UWSA Year Plan: Our 2018/19 Strategic Goals

The Year Plan that was shared with the board members was divided in three big segments

I Student Representation

1.1 Equity Collective

Think-tank for marginalised communities to get together. Safe space to common students to give platform to discuss. E.g. for LGBT rights.

It would be headed by Vice- President Advocacy Konjvic . It would be a self-sustaining body. No pushes from the executives. It will have its own Chairperson, own minute taker. Communication plan would be there, Social media presence, active recruitment,societies,services,clubs,office of Human Rights. Funding would be provided from the board.

Hope- Survive from year to year, make the staff permanent

Deadline- Start from Late September

No questions were raised on this issue.

1.2 First Year Council

Each society sends a person to first year council. It's a body to voice the concerns of first year students and even offer ideas to improve how first year students can improve.

International Student Centre, Student Success Center and Society Representatives – Vice President Student Services Abdallah and Vice President Konjic would be doing active promotion. It is already a policy but no implementation is there yet.

Target- Mid September

NO Questions were raised

1.3 Blue Gold Pack

It is an essential volunteer base for general events. Ten active volunteers would be involved. They would be given different roles to handle.

Target-Early September
NO Questions were raised

1.4 Out of Office Office Hours

If can't find the Board members during office hours probably they will be in downtown campus or in their concerned faculty. UWSA has its official campus in Downtown Windsor. The required sources would be feedback surveys, posters and society communication

Executives will spend 1-2 days a week to make internal schedules. Administrative Assistant Schmidt will help to schedule the days and General Manager Hamilton will help to bring services to people.

Hope- General Manager Hamilton contributed by saying some time is needed to figure out everything and to connect all the services and people. Time would be contributed to downtown Windsor even so that there is an immediate access.

1.5 Board Strategic Plan

Board Strategic Plan will involve role of executives which would be from year to year. Problem is that they have no vision for long term. Important to understand challenges that can be improved.

Hope- Board will do strategic meetings for strategic Planning, General meetings that can make overall framework. It would be consistent, short term goals focus on long term goals. Needs significant consultation

Target - October

1.6 President's Council

The initiative was started by previous year President Rhone. According to President Bowers, active attendance from all society Presidents should be ensured. 15 societies represent faculty and international students. Idea is to keep working together. To be closely connected as years pass.

Some societies can keep the stand that they don't need UWSA, respect would be given to their autonomy. Suggestions would be encouraged how services of UWSA can be improved.

Hope To achieve more as years pass
Target September

II Student Service

Vice President Finance Harrison and student coordinator Chehade are working on student services.

2.1 UWSA Hub Reboot

Vice President Finance Harrison told while answering one of the board members question that internal campus vibes are not utilized in an efficient and effective manner. To this Vice President replied that it is the first step for students and it is important that internal campus vibes should be utilized efficiently and effectively.

2.2 Laptop Loaner Service

President Bowers told that this scheme was introduced last fall. He added that the scheme has been slow at the Board level. He wants that it should be initiated again. Help from Leddy Library can be taken. The purpose is to give something that is not offered by library. To this, General Manager Hamilton added that these laptops are provided with software which has University curriculum like for engineering, nursing and MAC.

Information Desk at Caw would be giving students laptops for a week which can be extended to a month's time. Business plan needs to be made in this regard. 6-8 laptops are needed. It would be a successful venture if needed. Service should be satisfying. Executives and board members would be running the project. Soccer fund or technology fund needs to be approved.

Challenge to purchase laptops as they are expensive units. To make them safe in terms of security.

Target Early October or next year

2.3 Free Printing Initiative

According to President Bowers Leddy Library has financial issues. It would not be able to give financial support. We are still exploring the option but not implementing.

Trial would be for 1 year. Would be able to identify how much money we require or must find better remuneration ways.

Target October

2.4 UWSA Website Redesign

President Bowers told that he and Director of Communications and Media Relations Santarossa would buy fonts for website. They are not expensive. The site would look more clean and professional. To this General Manager Maria added that branding is essential. It is a good communication strategy. It shall last for 3 years. Goal is to make look website uniform and should be identified as UWSA.

2.5 UWSA Discount Card

President Bowers stated that it is the agenda for the year. Fee is largely charged. Target is to give membership benefits to the students. E.g. They can purchase mobile on discounts. Advertising plans needs to be funded

Hope to show card to get discounts anywhere.

Challenge for full time and part time graduates.

Target – Late September and early October

Vice President finance Harrison contributed that the role is to outreach students' expectations and articulate them.

2.6 JIRA Core: Internal Communication

General Manager Hamilton and President Bowers would be streamlining things for Jira Core. It is a communication tool that can be used on phones even. It gives real time information. It can be programmed. If someone is entitled to see, he/she would be able to see rather than working on it. President Jeremiah contributed that it will reduce the cluttering of emails, increase productivity up to 80%. Training would be given that one can use it. General Manager Hamilton contributed by saying that it will increase communication rather than spying.

Target- Current week of September

2.7 Financial Literacy Resources

Vice President Finance Sheldon told about the workshop that would be taking place in Alumni Auditorium on September 20. Speakers and authors

would be called for this workshop and they will be telling how students can manage their finances. Approximately 200 copies would be given for financial literacy purpose would be to tell methods that how students can use their money judiciously. General manager further added that a lot of effort would be put to engage students. It's important to generate trust from students that they are not there just to learn math's. Second session would be conducted in January 2019.

2.8 The Hum Café & Lounge: Grand Opening

Vice President Harrison announced that Hum has got its licensing done. It would be officially launched soon.

Goal of Hum Café would be the following:-

- 1) To generate Profit
- 2) It would be a student run business
- 3) Its not a service its an entity

It would be employing students. The concerned parties that would be dealing with the business would be Board members, Executives, General Manager and Vice President Harrison. The work would involve catering meetings, hosting parties outside UWSA or University of Windsor. General Manager Hamilton added that CJM would be conducting open mike night for its promotion. Money generation would be there from this venture. Student card can be used to purchase food. The advertising campaign would be done by providing free coffee with any purchase.

Hope- To generate more audience and make more money out of this venture.

III Student Advocacy

3.1 Memorandum of Understanding

During the meeting President Bowers shared that University of Windsor(UOW)wanted to hold fees of UWSA. It made it upset as UOW wanted accountability and UWSA wanted independence. It was an acceptable agreement which was political in nature. Trust, mutual support monthly meetings with senior members of UOW, University president. If ever any issue crops up that can be raised with the Administration. A memorandum of Understanding was signed to prevent University of Windsor to decide UWSA fees.

3.2 Office of Student Empowerment

Budget line for office of student empowerment which would be independent from UWSA under the students would have their own accountability measures. Students would be managing their own legal issues, VPSA can guide them. It would be a separate body from UWSA. If some students have issues with UWSA they can be resolved. It would be working in compliance with OPUS. GSS has its own student advocate. It is expected that it will be working with other student unions.

Target- By this year framework would be made. Implementation would be made by next year 2019

3.3 Town Halls

Regular meetings would be conducted. Annual General meetings for members would be made mandatory. Meetings can be booked with Vice President Student Advocacy Konjic and administrative assistant Schmidt. Communication Plan will involve active communication at Board level.

Target – Late September can be pushed to October.

3.4 Feedback Surveys

President Bowers said that it will involve same principle as above mentioned.

3.5 Campaign Videos

Vice President Advocacy Konjic and Director of Communications and Media relations Santarossa would be making simple videos that would showcase what UWSA does.

Target to execute by 20th October

3.6 Membership Campaigns

Vice President Advocacy would be dealing with it. It will involve benefits and discount cards for students.

3.7 Revenue Sources

Vice President Finance told how we can bring in funds. What affect is there because of change in Provincial Government policies. General Manager talked about off campus business and further added another loan from UWSA is not possible. She asked for suggestions from the board. She further added off campus bar would be there; grocery store would be on the

street(sandwich street). University Student would be getting discounts. Still there is no full proof plan.

General Manager even added about Bus Pass. It would be starting from September 5, 2018. For first two weeks it would be done in CAW main floor and downtown Windsor. She further contributed that many students ask question for opt-out from Bus Pass. She answered that members on the duty can tell students that if they live in Zip code of Windsor Transit. They can't opt out for any reason, soon Windsor Transit would give the detailed chart showing the details. Even a referendum would be conducted to see how many students are happy or unhappy from the service. Refrendum would be conducted in September. She suggested if any member is unable to handle the student, they can be simply told to talk to main office.

About Health and Dental Plan students can visit UWSA website Or studentcare.ca to opt out of the very plan. And for further details they can contact the main office.

President Bowers added that Windsor Transit gets advertised by UWSA as students use Bus Pass. A scheme would be introduced that would attract more International students by providing them gift card of \$15 that can be used for Zagster bikes.

Vice President Student Services Abdallah talked about Welcome Week. He told he would be forwarding formal emails to everyone talking about the events.

General Manager and Administrative Assistant would be at helpdesk for first two weeks of September . Lize would be answering all phone calls and emails.

General Manager shared her contact number +5199993337 for any kind of queries.

During the first two weeks of September President Bowers would be more in public eye rather than his office. The person who can be contacted next in command would be Vice President Student Services Abdallah

Two new people were introduced to the Board Sandra and Mary. Sandra works at Caw Centre has been working with Work Study Program for last 20 years and has been involved with UWSA in capacity of event manager.

Mary would be assisting at Help desk and would be working under the supervision of Vice President Finance.

General Manager asked for feedback of testers from the board in form of text or email.

4.0 Adjournment

Meeting was adjourned at 11:25 a.m.