

Executive Report

Prepared for: UNBSU Council 2022/2023

August 5, 2022



We recognize and respectfully acknowledge that the UNBSU experience takes place on the stolen, unsurrendered, and unceded traditional lands of Wolastoqiyik.

President – Kordell Walsh

Hey folks! I can't believe we're already a week into August! Where has the summer gone? I hope you've all been having a great couple weeks - can't wait to see you all in the fall!

General Overview

My last couple weeks have been really focused on getting ready for going away. I will be out of the office for the next two weeks as I will be in Calgary - the first week for CASA's Policy and Strategy Conference, and the second week on vacation!

Hiring

- I took part in the interviews for VP Communications. We had a smaller applicant pool for this role, but of the pool, we had some really strong applicants - so I'm really optimistic about this!
- I have also been participating in hiring for CASA's Government and Stakeholder Relations Officer (GSRO)

Meetings

- Amanda and I met with April from Counselling Services regarding a pilot project we are working on
- I met with Miriam, Jhanvi, and Kanwar regarding opt-in plans for orientation and how to best streamline the process to get as many people through on check-in day
- I had our weekly orientation meeting with Kanwar, Jhanvi, Miriam, Sara, Steve, and Isabella each of the last two weeks
- I had a meeting with Becky and CHSR regarding space in the SUB
- I had a meeting with the SUB Retail Review Committee regarding finalizing plans for the SUB renovations - hopefully happening next year, subject to UNB securing funding for the project
- I had a follow-up meeting with Mark Walma and Becky regarding CHSR and how to work with them through the renovations
- I had a Student Event Review Committee (SERC) meeting where we reviewed the orientation events
- I had a meeting with Steve, Miriam, and Isabella about the role of SERC and the Student Event Risk Management policy

- I met with Mason Rodney from the Canadian Internet Registration Authority (CIRA), the organization that oversees the .ca domain. They're conducting research on internet access and quality across the country, but more specifically in New Brunswick, given their data in NB is old; and want to partner with us to help generate some data - so we'll be releasing that campaign over the coming weeks!
- Karen, Isabella and I went to the bank to get Isabella set up as a signing authority on our accounts
- We had our monthly leadership team meeting with folks from Student Services
- Rose and I met and have gotten the ball rolling on planning for UNBSU's first, standalone advocacy week! We have a timeline and to-do list established, are working to finalize a list of folks we would like to contact to have meetings with!

Odds and Ends

- Met with Isabella Hallihan, our new VP Finance and Operations after being ratified by Council at the emergency council meeting.
- As I was CASA's Treasurer for the month of May, I had to approve their financial statements from May. They were a bit behind on this because most of their bookkeeper's time had been spent preparing for the audit, which also took a bit longer to prepare for because of the turnover CASA has had in their Home Office over the past year
- I prepared the Committee Action Plan for CASA's National Advocacy Committee, and submitted it to the Committee and then membership for approval. Our biggest project for the year is to organize a national campaign. Some examples of CASA's past campaigns include: [#StudentsLetsAct](#) and [#CloseTheGaps](#). This will be a really big undertaking for the committee and myself, but I'm really excited about it - and would love to talk to folks if any of you have ideas for what a campaign could look like/what would be engaging to students!
- I have also been working on presentations at Policy and Strategy - as we will be presenting our Board Action Plan, Committee Action Plan, and I have been tasked with leading a 1 hour consultation session with members surrounding the Campaign.
- CASA has partnered with Elections Canada on a survey regarding the vote on campus program; so I filled out the survey on behalf of UNBSU. They're updating contact information, and trying to determine readiness to be able to run a vote on campus program should the need arise. There's no intended plans for a federal election at the moment, given there is a supply and confidence agreement between the NDP and Liberals to form, in effect, a majority, but that agreement *could* be broken at any time and an election *could* be called - so Elections Canada has a duty to always be prepared.

Vice President Student Wellness - Ridhi Sharma

Happy August, folks! It's hard to believe how quickly the summer is passing by. Hope you all are relaxing and rejuvenating!

Campus Culture Campaign

I met with Matt MacLean and his intern to discuss initiatives and ideas for focus groups. While discussing student experiences, we noticed a common theme of experiences and challenges/issues faced. So, we are planning a series of short videos, for which we will be seeking volunteers, to engage in conversations addressing topics that students have voiced to us, such as graduation anxiety, transition to UNB, social belongingness and loneliness, cultural perspectives of mental health, white privilege, and racialized identities, self-esteem and substance-use, etc. The goal of these videos is to have informal discussions on experiences and challenges faced by students and provide resources to address them alongside. I would love to talk to you about any challenges you have faced/heard other students facing, and please let me know if you are interested in being part of any of these discussions.

I also met with staff members from Sodexo to discuss more diverse and inclusive meal hall services and initiatives. We talked about Ramadan food hampers, various cultural theme days, and Recipe by Me, an initiative where students can bring a recipe to the chef beforehand and under their guidance, the chef prepares their meal. We also talked about the accessibility of communication, for the students, with the chefs. The Sodexo team will be sharing their plan for various initiatives with us soon, and I will reach out to Council to seek feedback. We discussed the idea of a concern/idea form where students can share their meal hall-related concerns/ideas with us. We will also work on making the allergy form or initiatives list more accessible to the student by putting it on our websites.

Student-run Business Fair

STUSU VP Student Life, Anahi Alvarez, and I met to continue our conversations about the fair. We worked on a timeline and decided to make the form accessible to students near mid-September. We discussed the training specifics for the student businesses and volunteers.

Multicultural Initiatives Coordinator

VPFO, Isabella and I met to discuss the hiring of the Multicultural Initiatives Coordinator. We reviewed the resumes and cover letters and discussed interview questions. However, due to a small pool of applicants we decided to reopen the position. Following is the job description for MCI -

https://static1.squarespace.com/static/577568c6be6594886501c932/t/62c5bd674d66d25705acad3c/1657126247987/Multicultural+Initiatives+Coordinator+%28MCI%29+Job+Description+2022_23.pdf

Kindly spread the word and encourage your friends to apply!

Programming Weeks

Aside from the wellness initiatives, for the fall term I have been planning events for Sustainability Week, Finance Week, and Wellness Week. I have drafted event ideas for these weeks; however, I am continuing to brainstorm ways to make these events meaningful and engaging for students. So, expanding on the idea of a giveaway for Sustainability Week, I wanted to do a social media contest where we will highlight sustainable spots on campus, and encourage students to visit as many as possible and tag us on pictures. We will give prizes to students who visited the most

spots. The aim of this event is aligning with the reclaim campus initiative and highlights the beauty of our campus and promote belongingness to campus.

Amanda and I met with Lucia Scalco from YMCA who introduced us to the Youth Cannabis Awareness Program and Youth for Entrepreneurship Program (Y4E). The Y4E is a national program which aims to connect and build one's entrepreneurial skills. For the past three days, I have been attending workshops on Marketing and Branding, Finance and Grant Proposals, and Digital Literacy. I found these sessions to be quite engaging and beneficial. So, I have been in touch with the organizers regarding Finance Week and brainstorming how they can tailor the webinars to the needs of UNB students. If you are interested in joining the program, then feel free to email me, and I can provide you with more information.

Reclaim Campus Spaces

Lydia and I met with Sara and Miriam, from Student Services, to discuss the Reclaim Campus Spaces initiative. The intent behind this is to inform students about campus spaces and boost engagement around campus. We talked about various outdoor attention restorative spaces, and how we can motivate students to make it a norm to use these spaces. We thought about encouraging faculty councillors to do booths or "my favourite spot" in their respective faculties. We also discussed the idea of studying at the quad where we can do Pomodoro sessions during the fall and spring seasons. If you have any ideas for events, I would love to have your feedback!

Odds and Ends

- I met with Matt and Becky from the SUB to discuss event space and licensing agreements for the Student-run Business Fair;
- I participated in an International Orientation Testimonial video for the ISAO to share my thoughts on the importance of attending orientation to ease the transition of incoming students into the community
- The team and I participated in a photo shoot for the Sustainability Office
- I also assisted the Sustainability Office in preparing quick and vegan meal video for September
- I met with Adriana Steele from Substance Group to discuss their Truth and Reconciliation programs and services
- Jillian and I met with the Menstrual Society to share more resources from Aisle and to connect them with the owners
- I worked through the second module of the Skills Plus program
- Upon Shayna's idea, I reached out to Matt MacLean to learn more about Addiction Counsellors and the support services provided by Counselling Services for students with addictions. Matt MacLean shared that there is Path to Change, a harm-reduction focused 6-week group for students; as well as that all Counsellors are trained on providing substance use/recovery treatment. However, we will be partaking in further discussions on initiatives to raise awareness and supportive measures for the students. If you would like to talk further, then I would be eager to chat!
- Rose and I met to discuss prevalent healthcare challenges from a nursing international student's standpoint.

Thank you so much for reading my update! Hope you have an amazing week, folks! If you have any questions or suggestions, I would love to hear from you at wellness@unbsu.ca

I look forward to working with you all!

Vice President Academic – Jillian Carson

Happy August everyone! I hope the past two months of your summer have been lovely and I hope you have gotten to relax and enjoy the sunshine! I can't believe we are only a month away from starting fall classes and O-week!

Bits and Pieces

- In the past two weeks our work with Sara Rothman on the Words of Welcome (WOW) cards have taken off! Lydia has stepped in to help me run our end of the project and we are both excited to see this taking off. We will be sharing this opportunity soon with council so stay tuned!
- I have been participating in weekly commencement planning meetings between UNBF and UNBSJ.
- I have also attended a SEMOAC meeting with Lydia where we have been discussing faculty orientation.
- I have recorded the UNBetween videos for student services, and they have officially been posted to D2L!
- I have met with Rose to discuss academic resources for students and ideas she had on options for this.
- I have also chatted with Ridhi in regards to a campaign we would like to do on reclaiming campus spaces.
- A few of us spent an afternoon working with Sustainability, to help them with a photo campaign.
- Lydia, Isabella and I have met with Abby, the TownHouse coordinator to pass on some of the ideas we had for TownHouse this year. I am so excited to see the work Abby will do!
- I have reached out to Dalhousie University to discuss Textbooks for Change, a program we had a trial run for last year but discontinued, since it's a program that they still offer. I would like to see something offered on our campus in regard to recycling textbooks.
- Ridhi and I also had a check-in meeting to see where the Menstrual Society was at in regards to working with Aisle, the company that the two of us were introduced to.
- We also attended our monthly leadership meeting with student services as a team, in person! It was wonderful to openly communicate with the student services staff face to face.

Libraries

In my last update I mentioned that Ridhi had given Mattia from the HIL Research Commons my contact information to discuss potential partnerships and workshops with the Comms. Mattia has reached out with more information and we have scheduled a meeting for early next week to discuss these opportunities further.

I have also contacted Lesley Balcom to have a conversation around the extended library hours that typically happen at the HIL during exam season.

Cost of Education Campaign

Lydia has been working away at a TypeForm for the Cost of Education Campaign that our team hopes to do. We have not had the chance to discuss this further, but we plan to soon and have had brief discussions around it.

Senate

I am currently awaiting confirmation for a training session for new SS&P members, the Chair is requiring new members to attend this before we can sit on the committee and vote. I am also working on creating a Slack workspace for student senators and students that are on standing committees - this will allow for the committees to be organized, direct and accessible communication, and it allows students not to be flooded with emails from me on their academic (UNB) emails.

As mentioned before, Kordell and I have also discussed the vacant position we have of a part-time student senator, we are both eager to see this position used and available. I have booked a meeting with Sarah DeVarenne for Monday next week to discuss this further.

Council

I have been working away on preparing for council transition and determining what that will look like. Kordell and I have briefly chatted about it and we are planning to pick a date soon and discuss this further and then discuss it with the entire executive team.

Isabella and I will also soon be discussing Selections Committee so that we can gather the Committee to prepare for interviews for the DCRO, CRO, Secretary, and Chair positions that are currently and will be soon posted for applicants.

As always, if you have any questions, concerns, or needs please feel free to reach out to me at academic@unbsu.ca, have a wonderful day!

Vice-President Finance & Operations - Isabella Hallihan

Hello everyone, the past two weeks have mostly been me just trying to get the hang of this position, but I can feel the busyness start now since I am more comfortable and have a better sense of what my role is, so bear with me if the update is not riveting information!

First Week Breakdown:

My first week here I spent almost the entire week going through old emails and re-reading the transition report that Kaitlynn had left the previous VP Finance. I was not comfortable with really answering any emails if people were asking me questions or for funding because I did not want to pretend I knew what I was doing when I had no clue.

I had my first official meeting on Tuesday regarding Orientation and learned a lot about the role I play when it comes to Orientation.

I had a SERC meeting where we went over orientation events, which I felt was helpful because I learned about the risks I have to look for when approving an event. I was also logged out of footprints the entire week so could not start tackling events until I got into the system which happened yesterday.

I went to the bank with Kordell and Karen to get my name signed over so I can sign cheques. That meeting took a long time but I got signed over!

After asking Kordell many questions I felt confident enough by the end of the first week to answer some emails and approve my first funding request! I was very excited.

This was my end to my first week, and by the start of this week I felt pretty confident to start doing things on my own, but thanks to Kordell for really answering all of my questions.

Orientation:

I got Jhanvi to send me the orientation budget she has because the deadline for the final budget was July 31, so I want to make sure we get that in as soon as possible. Her budget was a really good draft but I spent the majority of Thursday creating a final version and have a meeting with the orientation team today to further discuss the budget and hope to finalize it by early next week. After this meeting and we make some tweaks I have no worries that the budget will be pushed back any further.

Jhanvi also has started making sure I am involved in all the budget decisions happening regarding orientation since I am more comfortable with the position now.

Town House:

The team hired the Townhouse Coordinator before I started working here and I had my first video call with her yesterday. I honestly had not the biggest idea what TownHouse was and what it did, so I sat with Jillian and Lydia and they gave me a breakdown of what it was and what my role was with TownHouse. They also have a google drive with TownHouse information that they are going to send me to help me get started on ideas. With the new coordinator (Abby), we plan to meet next week and start going over ideas and how to get more people involved and aware.

Hiring:

This week has just been hiring all day every day. We are hiring for four positions (Food Coordinator, SafeRide Coordinator, MCI, VP Communications) so this entire week a lot of my time has gone to scheduling interviews and preparing for interviews and then actually doing the interviews.

We have hired a SafeRide Coordinator and a Food Coordinator, which is great to have that done and out of the way. Ridhi and myself decided it was best to reopen the MCI position because we only had one applicant and felt we should have a few more before making a decision. I still have one more VP Communications interview to do later tonight with Kordell and Lydia and then we will deliberate on who gets the position.

Funding:

The funding requests have been really coming in hot this week. A lot has been approved with the help of my committee to get used to knowing what is considered “too much”. A Lot of clubs have been requesting pretty high but I am being reasonable and only giving what is required/needed.

That is about all the news I have for my first two weeks!

Vice-President Events and Services - Amanda Smith

Hi council members!

Last week was not my most productive week due to my gum graft surgery. I was out all of Tuesday but responded to a few emails that day.

Here is my bi-weekly update for you.

Food

Isabella and I conducted interviews for the Food Coordinator and offered the position to Lucy Armstrong.

I met with St. Mary's University and Memorial University to discuss their food bank and how it operates. I met with Food Depot NB, to understand the rules and regulations of running a food bank in NB. I worked on my case for support. I had a follow up meeting with Amy from the Alumni Office about the case for support. I also shared our SafeRide promotional package, as they have a donor who is interested in contributing to the service.

Fresh Food Bag program I submitted the Food Bag order and sent out calendar invites for those receiving the bags next week. I highly recommend you sign up for the next bag or encourage your friends. Orders open again August 17th: <https://unbsu.typeform.com/to/JDCUIF> for \$17, or you can pay cash at the Welcome Centre for \$15! I highly recommend you purchase one or encourage your friends. It is \$30 worth of produce.

SafeRide

We conducted interviews for the SafeRide Coordinator, and I will be checking references to decide which candidate to offer the position too.

Health & Dental Benefits

Kordell and I met with April from Counseling Services to discuss the contract for a new service we are planning to launch this fall.

Bike Co-op

Save the date – we are doing the Bike Co-op Launch August 14 at 11:30 a.m. until 2:30 p.m. We will be doing a car wash to raise money for Shinerama at the Currie Centre. I connected with the local radio stations, and they plan to have a cruiser person there. I also submitted the information to them, and they will hype the event up on 93.1 and 92.3 FM radio stations.

Agenda

I received the hard-copy proof of the agenda to approve for mass print. We should be receiving them by August 22nd.

Events

I submitted Molly's timesheet for payroll. Molly, Nick, and I met with talent. Molly and I went over the talent contract we submitted for approval. We are finalizing other details for the event. We look forward to sharing what our plans are with everyone very soon!!

Odds & Ends

- The other executives and I spent the afternoon with Sustainability taking pictures for upcoming events and promotions they have planned.
- Isabella and I worked together going over Doodle
- I have been doing professional development training on Emotional Intelligence: Cultivating Immensely Human Interactions
- I met with Stingray Media about Community Cares
- Mark from CHSR and I met again. We talked about internships, promotions, and different options to reach students and having guests on the show.
- I met with Matt at Counseling Services to discuss bridge year classes and if I could be a guest speaker in the lecture.
- I met with Sherrie and the Student Engagement Coordinator about the upcoming Volunteer Fair.

Vice-President Research and Policy - Rose Grant

Hello everyone! I hope you are all staying cool in this weather. It is hard to believe it is already August. Firstly, I was on vacation last week, so I was able to get ahead on some action items before my trip and after but most definitely did less in the past two weeks because of vacation time. I will be away at the CASA Policy and Strategy conference in Calgary so I will not be in office next week; however, I will be responding to emails. Here is my email policy@unbsu.ca!

Meetings:

- I took part in the Federal Policy Committee for CASA as Vice Chair and prepared for our policy action items for the year with the group.
- I took part in a meeting with Kordell surrounding plans for advocacy week including dates, budget, training sessions, invitees and more.
- I had a meeting with Ridhi regarding the state of healthcare in the province for my policy I am creating.
- I had a meeting with Shelly Clayton from Financial Services surrounding international student loans, the recent cancellation of EI-Connect and general financial assistance for students.
- I planned more for the budget for the Jenica Atwin Youth Council Town Hall.
- I took part in the New Brunswick Student Financial Assistance Question and Answer.
- I took part in the CASA EDI Committee on Monday as a non-voting member and discussed plans ahead of the conference next week in Calgary.
- I made contacts with a couple of senators in New Brunswick to have further conversations surrounding policy federally.
- I made an extensive contact list with emails of stakeholders for upcoming events I am holding for policy events and advocacy week.

Odds and Ends:

I booked a venue for advocacy week training.

I had a meeting with Jill surrounding templates to help first-generation students to university surrounding confidentiality and mental health. We also took part in the post-secondary relations committee for the City of Fredericton together.

I finished my drafted policy surrounding mental health which I will be sharing for thoughts to council soon.

I had a quick chat with Arts Councillor Shayna to discuss my upcoming mental health policy which was super helpful.

I am headed off to Calgary to the Policy and Strategy conference Saturday for CASA. I am happy to share with anyone notes from the conference if you would like to know more about what CASA has planned for this year.

I had a quick chat with Trevor Potts from CASA to discuss climate change policy updates for CASA this year. I have recently gathered some research that I am going to be taking to the federal policy committee when we meet in Calgary.

I have been working each day on student financial aid policy we can bring to the provincial government and had a quick chat with Kordell about the next steps for the direction we would like to take for the best interests of students.

Have a great week everyone and I look forward to seeing you all soon :)

Vice-President Communications - Lydia Chong

Agenda:

We got a draft of the agenda and it looks great! Agenda should be arriving within the next few weeks!

TownHouse:

Jill, Isabella, and I had a call with Abby Sensabaugh to debrief her on the role and laid out some of the expectations and ideas we had brainstormed so she gets a feel for the role. She seems eager so we are excited to see where she takes TH this year.

Hiring:

I am currently in the process of conducting VP Communications interviews with Kordell and Isabella. :) We've had some great applicants and we should be able to offer the position sometime early next week!

Orientation:

I had a meeting with Jhanvi regarding communication during O-Week and discussed media training for the BlackShirts. I am finalizing the presentation and will be delivering it to the BlackShirt group on the 27th.

I am currently working with Jill to write and reach out to folks to fill out as many WOW (Words of Welcome) cards as we can. We will be reaching out to council early next week and would love to get some help and send a warm welcome to our incoming students.

Other:

- Putting together the draft for this month's newsletter
- Attended SEM-OAC
- Had a meeting with Ridhi and Sara + Miriam to discuss a "Reclaim Spaces" on campus campaign that the SU may do in the fall
- I am continuing to work with Molly to get more applicants for SET!
- Working with Kordell to plan a CIRA x UNBSU campaign
- Working heavily on updating campus resource page
- Had a meeting with the marketing manager of Sodexo to discuss how they can support us throughout the year

Orientation Chair & Vice-Chair - Jhanvi Joshi and Kanwar Pal Singh

Overview

Hello everyone, I hope everyone is doing well! This week there were a lot of finalizations made towards the schedules for Orientation Week and training schedules for the Orientation Leaders (BlackShirts and RedShirts). These were some of the updates from the Orientation side of the Student Union:

Marketing

In regard to Marketing, the Orientation Chair had a meeting with the VP Communications in regard to marketing and training schedules to have a session with the Orientation Executives before they leave for training.

At the same time, posts regarding the Shinerama fundraisers and the registrations regarding the Cultural Coffee House and the Clubs and Societies fair have opened up!

Meetings

Primarily most of our meetings were revolving around the moving pieces to the events set up for Check-in day and especially taking into account for opt-ins. There were also a meeting with Kate Morrison from the REDS to talk about the use of the Currie Centre for the events and spaces for the events that are to be held at the Currie Centre. We also met with Nick from the REDS to talk about the involvement of the Student Athletes during Check-in day. There were also various meetings to finalize the timelines for RedShirt and BlackShirt training. We also went to the Wu Centre to see the giant lawn games available for our Clubs and Societies Fair. We also met with RBC in regard to a sponsorship deal during Orientation Week, where we discussed possibilities of RBC's involvement in Orientation Week. We also met with Matt and Becky to discuss about booking off the spaces across the SUB for Orientation Week and discuss set-up of events according to the timeline of the events.

Some other major meetings we had was with Miriam to discuss event plans, timelines and dates for events. Following this we had a meeting with the SERC Committee were held to discuss the event plans and changes to those event plans; including risk factors and missing elements to the event plans. At the same time, another SERC Meeting will take place to discuss the finalization of the event plans and goals. There was also a meeting with Matt Maclean to talk about the event planned in collaboration of UNBSUO and him, where conversations about the set-up and visions for the events were put forth and discussed. Also, the Menstrual Health Society and UNB Students for Sustainability clubs wished to meet to talk about their involvement in Orientation Week.

Merchandise

For Merchandise, we received 3 palettes of Energy Efficiency Kits from Energy New Brunswick which are meant to be distributed to the Townhouse Students. These kits have led light bulbs, faucets and extension cords that will be helpful to students who will be off campus.

Schedule

The final schedule for Orientation Week has been decided on with all events including their names and timelines been finalized and their event plans are being formulated and completed before the Review Committee meeting.

Sponsorships

Over the previous 2 weeks we have added 2 sponsors to our list, with UNB Associated Alumni providing us a monetary sponsorship of \$3,500 and the Campus Bookstore providing us with a non-monetary sponsorship by giving 1300 coupons to

use during Orientation Week for discounts at the Bookstore. Also, there was a meeting with RBC regarding sponsorships, and the Sponsorship Package has been sent as well but we await their response.

RedShirt Orientation Leaders

The RedShirts Teams Channel and Facebook groups have been created and introductions and posts have been made on the group providing information on the Executive Team, Rowdy Crew and Townhouse sign-ups and marketing for a Shinerama event has been made.

Blackshirt Orientation Leaders

The Orientation Executive Team has been planning events and meetings have been kept with them to provide updates on the events they are primary organizers on. The Orientation Chair had meetings with the Executive in charge of the Clubs and Societies Fair, Campus Tours and the Rowdy Crew. We still use the messenger chat as the primary source of information relay amongst the Orientation team.

Shinerama

In accordance with Shinerama, the summer event plans are being followed, the donations links have been shared on our Instagram posts and put in the link to the Orientation Pages bios. At the same time, the Movie Night scheduled for the 5th of August, Friday will take place from 6:30 PM to 8:30 PM in Tilley Hall 102. At the same time, sites for car washes and BBQs have been reached out to but we await responses from the organizations. A meeting with the Campaign Advisors has been set to talk about campaigns at UNB and Regional Meetings as well.