

Executive Council

Minutes

January 7th 2016

Present

Brigitte Matheson

Blair McCormick

Joshua Bettle

Kimmi Nguyen

Deanna Berry

Thao Nguyen

Marc Thususka

1.0 Call to Order

Brigitte called the meeting to order at 9:32 am.

2.0 Approval of Agenda

Motion

It was moved by Josh and seconded to amend the agenda to include Discussion Item 7.2 and 7.3.

Motion

It was moved by Thao and seconded to approve the amended agenda.

Motion carried

3.0 Adoption of Minutes

Dec. 17th, 2015

Motion

It was moved by Kimmi and seconded to adopt the minutes from the 17th of December.

Motion carried

4.0 Reports

4.1 President – Brigitte

Brigitte updated the EC on Project Management status, student employment meeting, committee selection, working with Link Magazine.

4.2 VP Academic – Kimmi

Kimmi updated the EC on the food bank boxes, her toolkit for success and student appeals.

4.3 VP External – Josh

Josh reported on student appeals to help Kimmi while away and his visit to Mayland Heights.

4.4 VP Student Life – Thao

Thao reported on collaboration with the Nutrition Program, presenting at the Wellness Summit and the changes to her job description.

4.5 Executive Director – Blair

Blair reported on the status of our POS upgrading (postponed to reading week), Project Management proposals, Office Space opportunities, Pepsi order for Welcome Week and Leaders' Hall in Whistler for 2016.

5.0 Action Items

- 5.1 Connect with SAIT Funding & Advising and student Development to determine where to best allocate funds from Pepsi Policy – Kimmi and Thao (on-going)**
- 5.2 Research UPass option for Apprentices and create a list of contacts – Josh (on-going)**
- 5.3 Set Date for Collaborative Meeting at SAIT with reps from other local schools – Josh (on-going)**
- 5.4 Review Conference Request for Kiera- All (complete)**

6.0 Business Items

6.1 Conference Request (Kiera) – Marc

Marc presented the conference request for Kiera to attend the Nightclub and Bar Convention in Vegas. The EC discussed.

Motion

It was moved by Thao and seconded to approve the Conference Request for Kiera to attend the Nightclub and Bar Convention.

Motion carried

6.2 Conference Request (Wellness Summit) – Thao

Thao presented the conference request for Diana and Maya to attend the Wellness Summit in Edmonton.

Motion

It was moved by Kimmi and seconded to approve the Wellness Summit Conference Request.

Motion carried

7.0 Discussion and Info Items

7.1 Operational Plan – Blair

Please see Action Items for review at next meeting.

7.2 Reading Week – Josh

The EC discussed office hours during Reading Week. The EC agreed to have staff split their time off between departments so that all offices remain open during the week. Deanna will email managers to arrange staff schedules.

7.3 EC Meeting Next Week – Brigitte

The EC discussed finding an alternative time to meet next week in order to take part in Welcome Week activities on Thursday. The meeting will be moved to Friday.

8.0 Questions/Adjournment

Brigitte adjourned the meeting at 10:20 am