DSU Vice-President, Internal
Report for the period October 9 – October 23

Portfolio Updates

Societies

- Updated Society-type descriptions on ratification page for clarity (specifically around distinction between Levy societies and General Interest societies that charge a membership fee).
- Processed 15 General Interest/Constituent ratifications – see list of ratified societies here.
- Reviewing constitutions for SRC and noting changes needed to send back to societies.
- Responding to email inquiries re: ratification and working to assist societies through the process.
- Met with new Sextant executive to discuss ratification process and restarting society for 2019/2020 year.

Communications

- Website Management - Updated Audit page with new forms, deadlines, and fixed broken links.
- Filled in for general social media management while Communications Coordinator was on vacation.
- Created advertisement for Elections Committee.
- Created infosheet on voting, worked on infosheets for engaging as non-voter. Collaboration with NSPIRG on platform summaries for political parties.
**Institutional Knowledge**
- Condensed notes from Council Strategic Planning Brainstorm to issues raised, channels to address, and action items.
- Compiling information regarding original society levy questions, MOU’s, and other written agreements.
- Compiling information and drafting backgrounder on Accessibility Fund Committee - primarily regarding previous Gift Agreements with the University.

**DSU Committee Updates:**

**Grants and Sponsorship**
- Attended brief meeting Oct 18, 2019.

**Society Review Committee**
- Created Faculty/Levy Society airtable (interactive spreadsheet) to streamline SRC review process and enable distance approval as-necessary.

**Offices Steering Committee**
- Will be sitting on hiring committee to re-hire Project Manager for E&A Office.

**Accessibility Fund Committee**
- Re-creating application form to follow prior recommendations to make accessing bursaries more accessible. Updating branding (including more accessible font and format).
- Re-creating webform in Airtable to streamline application process, and SAF processing.

**Society Engagement Commissioner**
- No updates.
Miscellaneous Updates:

- October 11th - Sat on Member Services Administrator hiring committee.
- October 15th - Prep for Student Affairs Lunch with executive and directors. Post-lunch debrief following.
- October 15th - Meeting with NSPIRG re: Federal Elections.
- October 15th - Follow-up Communications Team meeting.
- October 17th - Attended Halifax MP Candidates Panel.
- October 18th - Follow-up Communications Team meeting.

Regular Meetings

- October 9th - Communications Team Meeting.
- October 10th - Executive Committee.
- October 14th - Executive Committee.
- October 15th - DSU Staff meeting, Student Affairs Luncheon.
- October 16th - Communications Team Meeting.
- October 17th - Executive Committee.
- October 21st - Executive Committee, Communications Team Meeting.
- October 22nd - Social Justice Team Meeting - took minutes, Council Preparation Meeting.