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| SUBJECT | AMS COVID-19 RESPONSE & ACTIONS |
| MEETING DATE | MARCH 25, 2020 |
| | FOR INFORMATION SUBMISSION |
| PREPARED BY | Chris Hakim, President Keith Hester, Managing Director Praneet Sandhu, Senior Human Resources Manager Abdul Alnaar, Senior Services Manager |
| DOCUMENTS | 1. AMS COVID-19 Response & Actions Report |

**DESCRIPTION &
RATIONALE**

On March 16, 2020 UBC announced remote work arrangements for faculty, staff, graduate students, post doctoral fellows, and student employees during the COVID-19 outbreak.

In support of this announcement and recommended social distancing protocols the Nest will be closed for four weeks starting 4:00pm March 17, 2020 until April 14, 2020. AMS offices will also be closed from March 17, 2020 until April 14, 2020.

The duration of this closure will be reviewed regularly and may change based on new information regarding COVID-19.

The health and safety of students, staff and the UBC community is our top priority. We recognize this closure will impact students who frequent the Nest but believe this is the right step to help slow the spread of the disease.

AMS COVID-19 RESPONSE & ACTIONS REPORT

Overview

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Clubs

We had informed clubs on March 16, 2020 that on March 17 the Nest building will be closing until April 14 and advised them to pick up their items from the Nest. We had also advised clubs to cancel their events, especially the ones scheduled in the Nest. We are also looking to move our orientations for AMS Clubs to an online platform, preferably through the AMS Clubhouse replacement pending AMS Council approval. Finally, we had given notice to our clubs that reimbursements will be conducted through Electronic Funds Transfer as opposed to cheques.

AMS Events

Unfortunately, on the advice of the provincial health authorities, we have decided to cancel and/or postpone all of our events until further notice. This decision also include AMS Block Party in which we are working with our ticketing company, Showpass, to issue full refunds to our students.

Services

As of March 16, 2020, most of the AMS Services are operating at various capacities through virtual mediums.

AMS Sexual Assault Support Centre

The AMS Sexual Assault Support Centre (“SASC”) is providing on-call crisis support and scheduled appointments over the phone. In addition, the SASC will continue to provide hospital accompaniments via appointment. These services are still available at the SASC’s regular hours, but through virtual mediums.

AMS Foodbank

The AMS Foodbank is still providing services at limited hours and as long as the UBC Life Building remains open. We are also exploring the option of providing packages of food to UBC Campus Security for any student to pick-up from them. We have received a lot of support and donations from various institutions in Vancouver in order to keep up our supplies.

AMS Tutoring

The AMS Tutoring will be suspending in-person tutoring at the Nest until further notice and is working with our partners, Nimbus Tutoring, to explore continued support to students online. In addition, we are working with Student Housing & Hospitality Services (“SHHS”) to confirm the details as to whether we can continue to operate our residence program.

AMS Advocacy

The AMS Advocacy will continue to provide guidance to students who are in formal conflicts with the university through online consultations as opposed to in-person ones.

AMS Safewalk

The AMS Safewalk has suspended services until further notice and is advising students to contact UBC Campus Security for assistance.

AMS Speakeasy & Vice

The AMS Speakeasy & Vice has suspended services until further notice and is referring students over to Student Health Services.

AMS e-HUB

The AMS e-HUB will continue to provide students with guidance over email and will be suspending in-person appointments until further notice.

Human Resources

As of March 17, 2020, the AMS had made the decision to move its work to home arrangements until April 17, 2020. During this time, the AMS is assisting staff in ensuring that their responsibilities are still able to be conducted through work-home arrangements. For staff whose duties don't cannot be conducted at home (e.g. Receptionist), managers will be working with staff in question in providing them with projects and work during this time. All staff who are able to working from home will continue to be paid normally. Staff who do not have work they can conduct at home may elect to be laid off in

order to collect Employment Insurance (“EI”) or, if applicable, can choose to be unpaid. Our Human Resources staff are assisting any staff member who have been laid off with accessing EI. All shift working staff will continue to be paid as per their schedule regardless if they are conducted work or not.

In terms of the AMS’s hiring during this period, we are continuing to keep our postings available online but are advising all interested applicants that interviews will be conducted after April 14th, 2020. In the meantime, hiring managers are expected to be screening and shortlisting applicants.