

Office of the VP Administration
Report to Council: August 2nd, 2023

Goal 1C: Cooling Zone Initiative

The team has completed purchasing the materials for the Cooling Zone Initiative which will provide ice packs, cold towels, cold water, and fans to those who are in need of hot weather accommodations. This project will be promoted by the end of the week, and we will release dates and times that the Commons is open for students to access.

Goal 1C: Nurse on Campus Program

We have confirmed our collaboration with the Student Health Service in bringing the Nurse on Campus program in the Nest for the upcoming year. We have 11 dates confirmed for Term 1 and 12 dates confirmed for Term 2. This initiative will be promoted at the start of each term and on the days of, and the booth will be on the first floor of the Nest.

Goal 1E: AMS Food Bank Expansion

The Food Bank expansion is set to start this August and end on August 14th. We have decided to assist the Food Bank service by giving them the Interactive Sustainability Centre as a temporary space and we have also relocated the belongings of the Exchange Student Club which were previously stored in the room that the Food Bank is expanding to.

Goal 2C: Meeting with the Resource Groups

We are meeting with the Resource Groups to have a discussion on the Resource Group Entrance Renovations. We also welcome having separate meetings with each of the groups if they have specific Admin-related concerns to bring up.

Goal 2E: Nest Safety and Inclusivity

There will be a social media post coming up to talk about the prioritizing of safety and inclusivity in the Nest. Some of the info that will be included are: Nest Safety and Inclusive Spaces Review data; descriptions on Peer Support, Safewalk, SASC, and Advocacy; important contacts such as the Equity and Inclusion Specialist and the AMS Ombudsperson; and info on relevant policies such as PC1, PC2, and BU1. We are also creating an anonymous feedback form on our website that is focused on safety and inclusivity in the building - this will be promoted on social media and physical posters around the Nest.

New Club Applications and Office/Locker Applications

We have approved 29 new student groups to be affiliated under the AMS. The next steps for these clubs are the monetary contribution from the CBF, their financial account code, and for them to have access to the Clubs Newsletter and Club Executive Orientation Canvas Course. Info and decisions on the Office and Locker Allocations are to be distributed by the end of the week. Lastly, we have closed the Advanced Booking Period for our subsidiaries.

Goal 3D: Student Life Workshop at Jump Start

We will be working with the Student Services, the constituencies and the other executives to come up with a workshop presentation for Jump Start. The AMS hosts this workshop annually and we usually get about 150 first year students in attendance. This will be focused on what each of the AMS services offers and offices work on, and the constituencies' events, social media, and affiliated clubs.

Goal 4D: Return-It Bin Program

We have confirmed our collaboration with Return-It and they are providing us with both commercial bins and plastic board bins for us to use on events and around the Nest. We have communicated with the Food Bank regarding the donation that will be made at the end of each term, and the Food and Beverage team will be helping us with collection and drop off.

Goal 4D: The Soapstand + Pillar

We are waiting for the wall design for the Soapstand, but they had a site visit in the Nest last week to check the location for the Pillar - which is the beverage refill station in the Nest. This will have a soft launch by late August. There is currently no expenses or contract tied to the project as we are only having a pop-up/trial phase for the time being.

Goal 5C: Admin Volunteer Team Hiring

Volunteer hiring opened on July 19th and we are going to continue to promote it. The Hatch has been receiving the most amount of applications. Volunteer hiring will be done on a rolling basis.

Goal 5E: Student Groups on Campus

Climate Justice UBC applied as a new club for the AMS this year and the Operations Committee has decided to approve it along with 28 new other clubs. We are also scheduled to have a meeting with the Migrant Students United UBC to talk about how we can support them as a student group this year. Lastly, we are currently working on drafting a new MOU between the AMS and the UBC Sustainability Ambassadors under the Sustainability Hub.

Goal 5F: AMS Student Leadership Trainings

We have closed the RSVP Form for the AMS Student Leadership Trainings which will be held on August 16th and 17th, online and in-person. We received a lot of replies asking for alternative weekend dates for those who have full-time jobs on weekdays so we have decided to come up with an alternative set of training for early September, which will also include the newly approved clubs. We are also looking into having recorded workshops from our online sessions to be more flexible. Lastly, we have asked the clubs for any other resources and info that they would like to see in terms of orientation and training in the future.