

Office of the VP Administration
Report to Council: August 23rd, 2023

Goal 1C: Cooling Zone Initiative

The Cooling Zone Pop-Up has been officially promoted on our social media. The Pop-Up will be open for about a month, from 12 to 4 pm on weekdays which are the hottest hours of the day according to Vancouver Coastal Health. We will be reviewing everyday how many ice packs and towels are being used to know the efficacy of this initiative.

Goal 1E: AMS Food Bank Expansion

The Phase 1 of the AMS Food Bank Expansion has been completed. More updates from the Sr. Manager, Student Services coming up. We will be starting to prepare for the Phase 2 of the expansion plans which will be brought to Council for funding approval.

Goal 2A: Intersectionality in the Hatch

The UBC Arts and Culture District and ARTIVISM has provided us with a list of groups that will be potentially featured in the Hatch programming for September and October. Some of these groups are the following: Black Void UBC, Ukrainian Students Union, Solidarity for Palestinian Rights, UBC Exposure, and Migrant Students United. We also plan to expand our collaborations for the Art Fair with other student groups such as the AMS Artelier, Anime Club, and UBC PRINT.

Goal 2B: Indigenous Constituency in Sustainability

The AMS Sustainability team is currently working on the Terms of Reference of the Sustainability Subcommittee which will now include a voting seat for the Indigenous Constituency. We have also been in consultation with the Chair of the IC in regards with the DEI Guidelines for our clubs and are currently awaiting for their response on the Indigenous art project.

Goal 2C: Opportunities for the Resource Groups

After meeting with the resource groups, we were able to offer some opportunities for collaboration and resources. These include offering the Free Store a new space in the Life Basement, potentially freeing up Nest 2104 for the Disability Empowerment Store and Gender Empowerment Store, and promotions during the year. We also had a fair amount of discussion regarding the Entrance Renovation and the inactive group.

Goal 3A: Booking Space Availability (and Office/Locker Updates)

Aside from setting up the booking form for the Interactive Sustainability Centre, the Commons Lounge, and the Hatch Art Gallery, we have also been in conversation with other units on campus with regards to venue availability. This includes the UBC Bookstore and the Robert H. Lee Alumni Centre. We are also setting up meetings with the Graduate Students Society and the Residence Hall Association. Aside from booking spaces, we have also completed following up with all of the relevant clubs in regards with Office and Lockers for this academic year. The move-out period ends on August 30th while the move-in period starts on September 5th.

Goal 3B: Club Promotions

As of Tuesday, August 18th, we have sent out both the Clubs Directory Form and the Club Promotions Form to all of our clubs which is the prep-work needed for our promotional projects this year. The Clubs Directory Form will be providing us with the necessary details for the Club of



the Week project, the Clubs Directory website, and the Ubyyssey features. The Club Promotions Form will tell us which type of promotional methods the clubs would like to participate in which includes social media clips, printed one-pagers, and the methods mentioned above.

Goal 3E: Planning for Clubs Fair

We have officially released the Clubs Fair Boothing Application Form. This year, we aim to accommodate up to 300 clubs for all three days of CF which will be held on September 27th to 29th. Boothing will be allocated on a first-come, first-serve basis with the exceptions of the new clubs that were approved after January 2023. We are continuously working on entertainment, marketing, sponsorship and venue planning.

Goal 4C: Planning for Plant-Based September

Plant-Based September is the very first campaign/initiative that the AMS Sustainability is hosting this year. We are collaborating with Porch in the Nest to encourage students to purchase plant-based options. We will also be hosting two workshops, with one of them being focused on food sovereignty and the other as a cooking demo workshop. Lastly, we will be working with other AMS food outlets and UBC Food Services in featuring their plant-based items on the menu.

Goal 4D: Drink Refill Station in the Nest

On Thursday, August 10th and Friday, August 11th, Aelen and Drinkfill held a free tasting pop-up in the Nest to gauge the interests of UBC students in regards to having a beverage refill station. The free tasting also included asking students on which drinks they prefer where we found that Sweet Tea is the most popular drink from the options. We will be releasing a survey to our AMS Student Panel.

Goal 5B: Quarterly Updates from Admin

My team will be working with the Marketing and Communications Department to create a quarterly update post on social media to increase our accessibility and transparency to students.

Goal 5C: Admin Volunteer Team Hiring

Hatch has completed its first round of hiring for volunteers. The Hatch Volunteer Team currently has 20 individuals including the Hatch Art Gallery Manager working on exhibitions, events, marketing, and collection management. The Admin Team is still in the process of hiring for commuter volunteers, clubs volunteers and sustainability volunteers.

Goal 5F: AMS Student Leadership Trainings

We completed our Student Leadership Trainings last week and this was a success. We have also sent out a Club Executives Resource Package which contains important contact information, sponsorships, information on Bounce, and reminders. Overall feedback was positive and clubs were able to connect with each other to the point that some of them made their own group chats with each other. We are in the process of creating a Canvas course for those who missed the training.