



MONTH - TO - MONTH REPORT

Executive Name/ Director Name	Tejas Patel
Title	President

MAY 2023

1. When staff is busy, it can be challenging to schedule a **meeting with students to address plagiarism concerns**. However, it is important to prioritize this issue to ensure academic integrity. One approach could be to designate specific office hours for staff members dedicated to discussing plagiarism concerns, providing students with a structured opportunity to seek guidance.

2. **Attending board orientations for Board of Governors** meetings is crucial to familiarize oneself with the organization's governance structure, policies, and procedures. It allows new board members to gain valuable insights into their roles and responsibilities, fostering effective decision-making and collaboration within the board.

3. **Meeting with the provost - Academic**, Dr. Isabella, specifically to discuss student issues with the executive team is essential for effective communication and problem-solving. It enables the provost to understand the concerns and perspectives of the students, facilitating collaboration between different stakeholders to address these issues.

4. **Preparing for board training at Hotel Saskatchewan** ensures that board members are equipped with the necessary knowledge and skills to fulfill their duties effectively. It offers a



focused learning environment and allows participants to network with other board members, enhancing their overall board performance.

5. **Meeting with staff** to address their issues demonstrates a commitment to creating a positive work environment. It provides an opportunity for open dialogue, problem-solving, and addressing concerns, leading to increased employee satisfaction and productivity.

6. **Advocating for student services helps raise awareness about the resources** and support available to students. It involves actively promoting and ensuring easy accessibility to services such as counseling, career guidance, and academic support, enhancing the overall student experience.

7. **Meeting with nursing students to discuss the benefits of serving North Central communities can foster a sense of community engagement and social responsibility.** It enables students to understand the unique healthcare needs of these communities and encourages them to contribute their skills and expertise for the greater good.

8. **Meeting with Nelson Heaven, a University of Toronto student union board member, to discuss campus safety issues fosters collaboration** and information-sharing between different institutions. It allows for the exchange of best practices and strategies to enhance safety measures, creating a safer environment for students.

9. **Promoting student discounts to vendors and business owners** is an effective way to incentivize membership and strengthen the student community. By highlighting the benefits of offering discounts, it encourages more businesses to participate, thereby increasing the range of discounted services available to students.



JUNE - JULY 2023

Work Report - June and July 2023

During the months of June and July 2023, I have been actively involved in various projects and meetings within the URSU organization. The following is a summary of the key events, meetings, and progress made during this period:

1. Meetings and Negotiations:

- Planning in Meeting with Gallivan concerning new insurance contract: I participated in discussion negotiations and potential improvements for the new insurance contract with GM.

2. Welcome Week Planning:

- Reviewed and updated sponsorship package: I collaborated with the Marketing and Communications team to review and enhance our sponsorship package.
- Theme and Poster design and Planning with Marketing Team.

3. Haven Partnership:

- Meeting with Haven on potential partnership: I had a productive meeting with the team to explore potential collaboration opportunities.

4. Re-installation of Flags:

- Meeting with University on the re-installation of the flags: I engaged in a meeting with the University to discuss the process and logistics for re-installing the flags.

5. Lazy Owl Menu Revision:

- Initial Menu Review meeting: We conducted a meeting to review and make progress on revising the Lazy Owl menu.

6. CCPA Report Release Planning:



- Met with **Advocacy Team** to discuss Government relations: I had a productive discussion with them; regarding the CCPA Report and its planned release.
- Timeline adjustment for press release: Due to some changes, the timeline for the press release was adjusted accordingly.

Overall, I have actively engaged in meetings, negotiations, and planning sessions during this period, contributing to the improvement of URSU's operations and partnerships.

Moving forward, I will continue working on the projects mentioned above, ensuring effective communication and coordination with the relevant parties involved. I am looking forward to the successful release of the CCPA Report and the upcoming URSU events and initiatives.

Reviews/Planning

- Constitution
- Bylaws
- Policies
- In our ongoing commitment to democratic representation, we're planning to hold byelections and our AGM in the Fall.

Welcome Week Planning

- Sponsorships are starting to come in, including Sasktel and many more. **(with the help of Rukky, VPEXT and Talha, GM)**
- Bringing in a DJ for the Friday Night
- This year, we aim to cater to diverse culinary preferences by inviting several food trucks, making it a truly international gastronomic experience.
- We are also working with Student Affairs to ensure this is a unified event that include all aspects of student life and the student experience. We have also developed big plans for next year, which we are aware is the **50th Anniversary of the University of Regina.**



JULY - AUGUST 2023

Work Report - July and August 2023

During the months of August and July 2023, I have been actively involved in various projects and meetings within the URSU organization. The following is a summary of the key events, meetings, and progress made during this period:

1. Meetings and Negotiations:

- Planning in Meeting with Gallivan concerning the new insurance contract.
- We had a meeting with them and had a discussion in terms of the pricing and the renewal benefits and the timelines.
- The executives also met and went over their proposal and the current discussion is more inclined towards the benefit of the students.

2. Attended Board of Governors meeting and Committees meeting:

- will provide information verbally.

3. Welcome Week Planning:

- Reviewed and updated sponsorship package: I collaborated with the Marketing and Communications team to review and enhance our sponsorship package.
- Theme and Poster design and Planning with the Marketing Team along with VPEXT.
- We have finalized the theme and the Welcome week calendar
- I also contacted all the clubs for their participation in the club fair.
- With the help of the Marketing department and Zuhurf we would be able to form an excellent welcome week package for students with URSU merchandise.

4. Government Consultant Interview:

- I have been actively involved in the formation of the interview questions and preparing the marking matrix in order to hire in a fair manner.



- I have sent the question sheet (questionnaire) to all the applicants; once we receive them, the executives can mark them. We are also consulting HR and GM in this process.

5. URSU Leaders

- I am preparing the launch for the URSU Leaders.
- URSU - Volunteering program.
- I am working with events for organizing the training and information-sessions for the URSU leaders.
- I have attached the presentation for your reference.
- Marketing is going to get us the special URSU merchandise for URSU Leaders

7. VCAB Meeting

- I am meeting with VCAB to improve the relationship between URSU and VCAB.
- Met with Allsion Fisher to have the conversation in terms of increasing the active student participation to support our teams.
- Increasing awareness around campus for Team recruitment, games and activities that could potentially take UofR teams to the next level.

8. Participated in a CDC meeting.

- Attended/Participated in Council OF Disciplinary Committee meeting along with Zuhurf, Rukky and few other student members.

9. Preparing the Strategic Plan for URSU

- Had consultation from executives during the executive meeting
- Also had a word with students around the campus
- Also had consultations from the management and staff members

Welcome Week

- Sponsorships are starting to come in, including Sasktel and many more. **(with the help of Rukky, VTEXT and Talha, GM)**



- Bringing in a DJ for the Saturday Night
- This year, we aim to cater to diverse culinary preferences by inviting several food trucks, making it a truly international gastronomic experience.

● We are also working with Student Affairs to ensure this is a unified event that includes all aspects of student life and the student experience. I have attended a couple of meetings with them in regards to this.

- **Planning for strong outreach with Zuhurf - in terms of Academic Misconduct and EDIA**
- **Bi-elections 2023-24**

Upcoming events/meetings

Here's a brief report outlining the upcoming events and meetings for this month:

1. Meeting with Gallivan concerning new insurance contract:

- Focus: Negotiations and improvements
- Purpose: Discussing and finalizing the new insurance contract terms

2. Welcome Week planning meeting:

- Purpose: Organizing and preparing for the upcoming Welcome Week activities
- Goal: Ensuring a successful and engaging orientation for new students
- UPDATE - Me and the Executives along with the staff are currently finalizing the logistics and other stuff.

3. Lazy Owl menu revision progress:

- Objective: Reviewing and improving the Lazy Owl menu
- Task: Analyzing customer feedback and suggesting menu revisions
- Planning: This year we will involve many students for feedback. (as suggested previously)

4. Researching and working on an easily accessible tutoring platform:



- Objective: Developing a user-friendly tutoring platform
- Scope: Conducting research, planning, and initial implementation
- **The IT team of URSU came up with an exceptional report for this platform. It is currently being reviewed by Execs. We will also share the board.**

5. Bi-Weekly executive meetings:

- Purpose: Regular meetings for the executive team to discuss ongoing projects and address any concerns
- Focus: Collaboration, progress updates, and decision-making
- Agenda formation, taking notes and also carefully looking over if the decision items are followed.

September 2023

Report:

1. Welcome Week Fall 2023 by URSU:

I participated in organizing Welcome Week for the fall of 2023 in collaboration with the University of Regina Students' Union (URSU). This event aimed to welcome new students to the university campus and facilitate their integration into campus life through various activities and information sessions.

2. Meeting with USSU regarding Fund the Future:

I attended a meeting with the University of Saskatchewan Students' Union (USSU) to discuss the "Fund the Future" initiative. This initiative likely focused on securing financial resources to support student programs, scholarships, or infrastructure improvements at the university.

3. RPIRG's Disorientation Meeting:

I participated in a meeting related to the Regina Public Interest Research Group's (RPIRG) Disorientation event. This event might have been designed to provide an alternative orientation experience, focusing on critical thinking, social justice, and community engagement.

**4. Meeting with UET Discussing URSU Matters and Welcome Week Issue:**

I had a meeting with the University of Regina (UET) department to discuss various matters related to URSU (University of Regina Students' Union) and address any issues related to Welcome Week, such as logistics, planning, or collaborations.

5. Worked with Sarah and Talha on Student Appointees on Council and Senate Committees:

I collaborated with Sarah and Talha, likely fellow URSU members, on the selection and appointment process for students to serve on council and senate committees. This work likely involved reviewing applications, conducting interviews, and making recommendations.

6. Meeting with Clubs and Societies During Welcome Week:

I attended meetings with various clubs and student societies during Welcome Week to discuss their plans and activities for the upcoming academic year. These meetings aimed to foster collaboration and support these student groups in achieving their goals.

7. Represented URSU on UR INTERNATIONAL and U of R Student Affairs:

I served as a representative for URSU on UR INTL (University of Regina International) and the University of Regina Student Affairs. This role likely involved advocating for student interests and addressing international student issues within the university community.

Upcoming events/meetings**1. CFS Conference in November :**

I likely attended a conference organized by the Canadian Federation of Students (CFS) in October. These conferences often focus on higher education policies, advocacy, and student engagement on a national level.

2. Meet New EDIA Sujatha Ross:

I had the opportunity to meet and potentially collaborate with Sujatha Ross, who may be the new Executive Director of Indigenous Achievement (EDIA) at the university. We will meet this week with her with the whole team.

3. Next Board Meeting:



These meetings are essential for organizational planning and governance.

OCTOBER 2023

Welcome Week

- The Exceptional Welcome Week for the Fall of 2023, often referred to as "Nîmihitowin," featured a diverse array of activities, ranging from the Club Fair to the spirited Ram Games party and a vibrant concert. Notably, the week also included an electrifying performance by a live student band on the campus greens. The primary goal of this event was to enrich the student experience, serving as a bridge between their previous school lives and their new university journey. Remarkably, the level of participation and engagement throughout the week was truly outstanding. We saw an average turnout at our main events over over 200, including a DJ night at the Owl and a concert on the Greens. We have an aggressive events schedule planned including with clubs and societies, to increase turnout and effectiveness at the Owl.

Budget / Audit

- Our audit was a resounding success, and our board is presently in the process of examining the specifics. The auditor will be scheduled to deliver a presentation at our upcoming board meeting.

Reviews/Planning

- Governance Reviews - we are planning our governance review this year
 - By-Election commencement for the vacant position.
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NOVEMBER 2023

- After the successful completion of the **Student Legal Advocacy Centre program's** pilot, which spanned a year, we are pleased to announce that we are now accepting new cases. This emerging service has garnered significant interest from students.



- Our **Radio station** is operating at full capacity, collaborating with over 40 students to assist them in developing podcasts, radio shows, and recording audio and video content. Students can avail themselves of the equipment free of charge.
- The **Lazy Owl** menu underwent a thorough revision, and a strategic plan was developed with the assistance of a consultant to enhance its current offerings.
- **URSU Cares Pantry**, a service recognized with an award from the Lieutenant Governor in the United Nations Sustainable Program, has seen substantial engagement.

During each pantry week-

140 students register, Among the participants, **49% are undergraduate students, and 51% are graduate students.**

Students have expressed their appreciation through comments such as:

- "It's so supportive and helpful for students to get essential foods from the campus."
 - "Excellent service. Thanks for all of these! Appreciated! Good work!"
 - "This program has been really helpful in providing necessities for students, and it helps meet students' needs. Thank you, URSU Pantry!"
 - "I really appreciate it because I can't always find everything or in good quality. Pantry helps a lot."
- In October 2023, the front desk handled a significant volume of inquiries.

The Admin addressed 401 student/staff queries, with a focus on Health and Dental (134) and UPass services (50), primarily through email.

The Member Services team responded to 509 queries, with emphasis on Health and Dental (55) and UPass (70) services via email.



Additionally, more than **800 queries related to URSU services were addressed in person.**

- Meetings were held with the Canadian Federation of Students during the National General Meeting, and the **Presidential Advisory Committee (PAC)** convened to discuss plans reported by clubs and societies. Furthermore, discussions took place regarding student emergency bursaries and support for clubs and societies to collaborate through URSU platforms.
- URSU currently absorbs all costs for the Spring/Summer UPass. Last year, as done in the past, URSU negotiated a temporary pause on the Spring/Summer UPass due to the high cost of this program in the summer. After consultation with students, a reimbursement was introduced this semester for the Spring/Summer UPass, which had a good turnout of students seeking this support. The application secured 1700 applications.

Board Meets twice a month to work on URSU Strategic Plan 2023-24.

DECEMBER 2023

Report:

1. SLAC Lawyers Elevating Service Standards

SLAC Lawyers are set to elevate their services, aiming to provide enhanced legal support to clients. Through strategic initiatives and professional development, the team is dedicated to raising the bar in delivering top-notch legal assistance.

2. Empowering Moments at CFS Annual General Meeting

The CFS Annual General Meeting witnessed a significant gathering, with over 180 delegates from 40 student unions, held from November 23-27, 2023. URSU actively participated,



emphasizing support for underrepresented groups, particularly advocating for equity for the Circle of First Nations, Indigenous, and Metis students in colonial spaces.

3. Pantry Progress: A Boost in Food Security Efforts

Following a productive meeting with the Food Security Coordinator, exciting news unfolded. Securing a generous \$6000 grant from Farm Credit Canada, URSU is poised to increase the registration limit from 145 to 180 students. This achievement marks a milestone in bolstering food security initiatives, ensuring more students benefit from essential pantry services. The grant was approved due phenomenal efforts of our food security coordinator.

4. Lazy Owl's Strategic Planning for Improved Services

The Lazy Owl team gathered to strategize with a consultant, focusing on reducing deficits and enhancing overall experiences. The positive trend continues as catering services witness exponential growth. These efforts underscore Lazy Owl's commitment to excellence and financial sustainability.

5. Efficient Collaboration on Bus Pass Reimbursement

Efforts were dedicated to streamlining bus pass reimbursement processes, ensuring a smoother and more efficient system. This collaborative approach aims to enhance the the delivery of the program. Our accounting team played a significant role in this.

6. URSU's Winter Drive: Spreading Warmth and Joy

URSU launched a winter drive, actively collecting gently used winter gear for those in need. With a mission to spread warmth during the holiday season, the initiative focuses on gathering jackets, snow pants, boots, gloves, cozy socks, and toques. Join URSU in creating a toasty holiday vibe for those unable to make it home. The great initiative from our marketing team is applauded by the University.



7. Radio Station Updates and Insightful Interviews

Engaging radio station updates and thought-provoking interviews have been the highlight of recent activities. URSU continues to captivate audiences with informative content, staying tuned in to the pulse of the community and delivering valuable insights through engaging radio programming.

8. Meeting with University Administration.

The discussion has been instrumental in gaining a clearer perspective on the array of services URSU can offer. It has paved the way for strategic insights into enhancing student engagement and participation within the organization. By identifying key areas of improvement, URSU is well-positioned to implement effective measures that will resonate with the student body, fostering a more inclusive and vibrant campus community.

9. Planning the Welcome Week Winter 2024

Embarking on the planning journey for Welcome Week Winter 2024 is an exciting venture that holds the potential to create lasting memories for students. Collaborating with the events manager.

10. Elevating Front Office Customer Service Skills in Collaboration with Operations

In a concerted effort to elevate the overall student experience, a collaborative initiative is underway with the Operations team to enhance front office customer service skills. The focus is not only on streamlining services but also on creating a welcoming and efficient environment for students. This involves:

- Continuous Feedback Mechanism: Establishing a feedback loop to encourage students to share their experiences and suggestions regarding the services provided. This iterative process ensures that adjustments can be made promptly to address emerging needs. The operation



manager have provided this idea and will work on this.

UPCOMING EVENTS 👍

SHARPIE PARTY

JANUARY 2024

1. Winter Welcome Week Coordination:

Successfully coordinated the Winter Welcome Week by meticulously managing scheduling and logistics. Collaborated with artists and staff to ensure seamless execution, actively supporting the team throughout the event.

2. Onboarding Work with Jwalant Patel:

Collaborated with Jwalant Patel, a Board member currently fulfilling the duties of Vice President Operations and Finance. Worked towards a smooth transition, ensuring the effective execution of responsibilities during this transitional period.

3. Lazy Owl Strategic Plan Discussion:

Actively participated in strategic planning discussions for Lazy Owl, contributing valuable insights to the development and implementation of a comprehensive plan. Closely working with the consultant.

4. Statistics for URSU Strategic Plan:

Envisioned and contributed to the statistical aspects of the URSU Strategic Plan for 2023-24. Currently, in the process of developing detailed aspects on which the board has worked. Anticipate presenting this work in upcoming board meetings.

5. New 3-Year Strategic Plan:

Led the creation of a new 3-year Strategic Plan, with a particular focus on initiatives for deficit reduction. The plan encompasses long-term goals for URSU, featuring new vision and



mission statements. Additionally, introduced comprehensive strategies to address our strategic objectives, including proposals for increased involvement for Indigenous students and communities through a newly established Indigenous Engagement Plan. ***Will come to the board for final approval, currently in its development stage.*

6. Welcome Week Tabling:

Managing tabling activities during Welcome Week, ensuring a dynamic and engaging URSU presence to welcome and connect with students.

7. University Collaboration for New Year Visions:

Actively collaborated with the university to develop new visions and plans, especially in anticipation of the upcoming 50th-anniversary celebrations.

8. Board of Governors Meeting Attendance:

Attended the Board of Governors meeting, staying informed and actively participating in organizational decision-making processes.

9. URSU Services Streamlining:

Collaborated with the front office and URSU pantry to streamline services. This included developing an updated version of URSU Thrifts, ensuring efficient and accessible services for the URSU community.

10. Lazy Owl Social Media Improvements:

Initiated and led improvements in Lazy Owl's social media presence. Focused on showcasing menus, events, kitchen-to-table processes, and student reviews to enhance engagement and communication.

11. Website Improvement:

Worked closely with web developers to enhance the organization's website. This involved displaying club names, improving navigation, providing information on owl booking costs, facilitating access to bus pass opt-out forms, and ensuring transparency in governance and financial information. Additionally, incorporated URSU services displays and student body



reviews for a more comprehensive online presence.

12. Committee Meeting for Council of Disciplinary Committee (Policies)* Improvement:

Facilitated and actively participated in committee meetings dedicated to enhancing the functionality and effectiveness of the Council of Disciplinary Committee. Collaborated with committee members to identify areas of improvement, implement procedural enhancements, and establish best practices. Worked towards fostering a fair and transparent disciplinary process within the university community, ensuring alignment with student values.

UPCOMING EVENTS

Winter Welcome Week 2024

PAC Meeting

Executive Meetings

HR Committee Meeting

CDC Policy - University Level

AGM 2023 -24
