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Off-Campus Representative

Summary of year to date

- Off-campus supper
- Wellness week
- Grant and Bursary committees
- Awareness committee

Future projects

- Awareness committee
- Off-campus supper

Off-Campus Supper

In the month of October, the off-campus reps and VP Communications oversaw the organization of the off-campus supper. I did not have a large role in the organization due to having joined the ASA once a large portion of the event had already been organized and planned. However, I was there for the event, and observed major and potentially dangerous flaws in the planning of the event. I have several suggestions for the next off-campus supper. In the following, I will provide what went well and what did not and how we can improve.

- Turnout was high, individuals showed up at the beginning of dinner. I conclude from this that the advertising was successful as well as the one-on-one interactions with the constituents in getting their interest to attend.
- The food, in all aspects, was poorly planned. It was enjoyed however, but by pure luck there were no problems.
- While not all members of the ASA participated due to reasons beyond their own control, the turnout of members was to my satisfaction, and all who were there did help equally. While it did appear that some were not doing as much as others, I rest this on the fact that most of us did not know what to do, and for this reason, I propose that next year roles are assigned before the event, including set-up, is to begin.

- The food quality was acceptable to the constituents, however, in terms of AHS regulations, it did not meet the requirements. What I propose next time is to select a caterer company that is, one, a licenced company, and two, complies with all safety regulations. A contract should be made for whichever company we are to do business within order to ensure the quality and quantity is to our expectations and to the agreement made. I would also like for an individual from said company to remain for the entirety of the event in case that there are any problems or questions, for example, about allergies or how a certain food was prepared.
- The entertainment was acceptable, but perhaps next time there is a delay, we can put on some music and allow the guests to talk between them rather than force an awkward trivia of the sorts like it was done.

I will begin planning the next event one month prior, well before the beginning of the winter 3-week, to ensure there are no gaps in the planning or the event itself. I would like to take this opportunity to provide a formal apology for the confusion and stress that occurred during the event, I take this seriously and will do my best to ensure that the next supper runs smoothly and stress free for both constituents and ASA council members.

Wellness Week and Awareness Committee

I have just been placed in my prospective committee, being the Awareness Committee, as of last Monday, meaning that unfortunately I have not played a major role in organizing the events and campaigns. Nevertheless, I attended my first meeting with this committee Monday 25 where we finalized the speech for AGM and discussed further events. Among events we would like to make happen next semester are the car smash, a blood drive, and initiatives to help reduce student stress during exam week. Wellness week is well underway, due to the timing of my entrance to the committee, I did not have any part in the planning of the events occurring throughout the week, I am however trying to be involved in as many as I can.

Grant and Bursary Committees

I have attended all but two meetings due to class conflicts. The current cycle for the grant committee will end this week when we meet with the final two applicants. Throughout the course of this cycle, the committee has noticed that the policy for applying was not very detailed and will make the necessary changes for the upcoming cycle to better improve the process. Another suggestion we have discussed in the grant committee is changing the meeting time period to one week and make meeting times stricter to avoid the problem we encountered this cycle of many individuals not attending their own set meeting time.

Conclusion

Due to my late entrance to the ASA and committees, my presence has not been optimal,

however, as I become more involved, I will continue to increase my contributions. I am excited to start working on projects in this coming semester and hope to use my skills in representing my constituents to the best of my abilities. Thank you!