

VP INTERNAL Monthly Report

| Date | Task | Status | Time Spent (Hrs) |
|-----------|---|-------------|------------------|
| 01-Feb-23 | Fee Levy Group - Process information and Policies dig in - for The Link News | Completed | 1.00 |
| 04-Feb-23 | CRO DRO + EJC Shortlisting | Completed | 1.00 |
| 03-Feb-23 | Fall Funding applications review | Completed | 8.00 |
| 04-Feb-23 | Budget and Funding Committee meeting | Completed | 0.50 |
| 07-Feb-23 | Meeting with Student Care | Completed | 1.00 |
| 08-Feb-23 | Follow up with past mandate | Completed | 0.50 |
| 09-Feb-23 | Brainstorming for improvements in Collective Agreement regards | Completed | 2.00 |
| 11-Feb-23 | Policies modification drafting | Completed | 5.00 |
| 16-Feb-23 | Meeting with VP Internal - Plan on Policies, finance status and payments tbd status | Completed | 3.00 |
| 17-Feb-23 | Staff Exec Meeting | Completed | 1.00 |
| 17-Feb-23 | Fin.Manager, VP-Int, President meeting for plan on funds transfer to next mandate | In progress | 2.50 |
| 17-Feb-23 | Council Meeting | Completed | 3.00 |
| 21-Feb-23 | CRO- DRO - EJC – contract prep | Completed | 1.00 |
| 24-Feb-23 | New suggestion incorporation from council meeting | Completed | 2.50 |
| 22-Feb-23 | Meeting with JMGSAs President on General Elections | Completed | 1.00 |
| 25-Feb-23 | Exec Meeting | Completed | 5.00 |
| 27-Feb-23 | Knowledge doc fillup for summer tasks | In progress | 4.50 |
| | Total | | 42.50 |