



Executive Monthly Report

Details	
Full Name	Aditya Thakkar
Official Position	VP Mobilization
Report Period	September 2024
Date of Completion	30th September 2024

Date (dd-mm-yy)	Task	Update	Time spent (hh:mm)	Next Steps	Point of Contact	Status
03-09-24	Meeting with VP External	Frosh Events execution plan	1		VP External	
03-09-24	Meeting with President and VP Internal	Future Tasks and updates	1		VP Internal & President	
03-09-24	Meeting with Libs Volunteer	Roles and responsibilities	1		VP Mobilization	
04-09-24	Library Tour	Frosh	5		VP External	
05-09-24	Scavenger Hunt with Orientation Planning	Usage of App and Instructions	1		Orientation Planning Committee, VP External	
05-09-24	Volunteers Planning	Loyola Lush	1		VP Mobilization	
05-09-24	Volunteers Briefing - 1	Loyola Lush Volunteers Roles and Responsibilities	1		Volunteers	
05-09-24	Mobilization frosh poster	Posters across both campuses	3		VP Mobilization	
06-09-24	Department Orientation -	Department Orientation at Loyola Campus	0:30		VP Mobilization and Director Sujit	



	Department of Philosophy					
06-09-24	Tabling at EV Atrium	Mobilizing Health and Dental	1		VP Mobilization	
06-09-24	Volunteers Briefing - 2	Loyola Lush Volunteers Roles and Responsibilities	1		Volunteers	
06-09-24	Emergency Exec Meeting	Postponement of Event	0:30		Execs	
06-09-24	Loyola Event Postponed intimation	Communicating Loyola Picnic event postponed	1		Students, Volunteers, Staff and participants.	
08-09-24	Mural Art with Artists	Mural Art with Artists	2		Artists	
09-09-24	Staff Exec Meeting	Start of Term Updates and Action Tasks	1:30		Exec, Staff	
09-09-24	Meeting with Comms Manager	Action Tasks and Updates	1		Comms Manager	
10-09-24	Meeting with Mobilization Coordinator - PED Mackay	Pedistrainise Rue Mackay	0:45		Adam	
10-09-24	FROSH Execution Plan	GSA Activities and Business	2:15		VP Mobilization	
10-09-24	Exec Meeting	Frosh	1		Exec	
11-09-24	Library Tour 2	Frosh Event	2:30		VP External & Students	
11-09-24	CUPE Meeting	Meeting with CUPE coordinator for update on strike	0:30		CUPE Exec	
11-09-24	Loyola Lush new dates	Meeting with DoS	2	2 dates suggested - 24th and 27th	DoS	



11-09-24	Student Life Committee	Committee Meeting	0:15		SLC	
12-09-24	Mural with Artists	Mural Art with Artists	0:40		Artists	
13-09-24	Mural with Artists	Mural Art with Artists	1		Artists	
14-09-24	Meeting with Vendors	Halloween Party	4		VP External	
15-09-24	Laser Tag - Volunteers Briefing	FROSH - Laser Tag	1		Volunteers	
15-09-24	Mobilization - Laser Tag	Content on Instagram	0:30		VP Mobilization	
17-09-24	Referendum Questions Background	Draft Questions Explanation for Newsletter	0:45		VP Mobilization	
17-09-24	Meeting with CSU Day Care	Referendum Question brief update and Dar Care Tour	0:45		CSU Daycare - Angela	
17-09-24	Laser Tag Prep	Event Prep	1		Volunteers and Execs	
17-09-24	Newsletter Review	Review NewsLetter	1:15		VP Mobilization & Comms Manager	
18-09-24	Meeting with CREW	Introductory Meeting with CREW	1:30		CREW Execs & Execs	
18-09-24	Tabling at Library	Mobilizing Health and Dental	1:30		Staff and Student Care Rep	
20-09-24	Royal Hike Volunteers Meeting	Briefing Volunteers about Roles and Responsibilities	1		Volunteers	
20-09-24	Handbook Committee Meeting	Handbook Committee Meeting	1		Handbook Committee	
20-09-24	Loyola Campus Visit	Campus visit for arrangements	2		VP External	



21-09-24	Royal Hike Execution	Frosh Event	6		VP External and VP Academics	
22-09-24	Volunteers Brief Loyola Lush	Roles and Responsibilities	1:30		Volunteers and VP External	
22-09-24	EMR Report	VP Mobilization EMR Report preparation	0:30		VP Mobilization	
23-09-24	Council Meeting	Council Meeting	3		Council Members	
23-09-24	Loyola Lush Preparation	Event Checklists and pre event preps	2		Execs	
23-09-24	Exec Meeting -	Year plan for meeting with DoS	2		Execs	
24-09-24	Loyola Lush Event	Frosh Event	10		Exec Team	
25-09-24	Tabling at Ev	Explore Fair	5		Exec Team	
27-09-24	Meeting with DoS	DoS Year Plan presentation and GSA Intro	2			
	Email Communications	Email Communications	4		VP Mobilization	

Total hours : 85 hours 40 minutes

For Reference

C	Completed
InP	In Progress
D	Delayed
WNA	Will not achieve / Cancelled
NoIn	No Information