FASA
Re-Actions to Action Plans to the 2013-2014
Prepared by the FASA Team.

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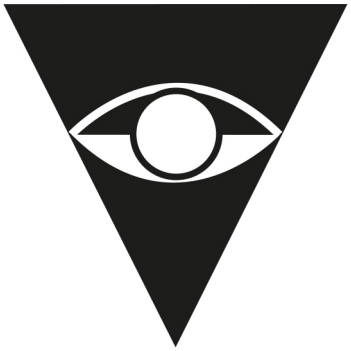

General Coordinator
RE-ACTION to ACTION PLAN 2013-14
Prepared by Aditi Ohri

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88. [Responsibilities of the General Coordinator]
a. Shall be the primary spokesperson of FASA.
b. Shall implement the decision of the FASA Council and the meetings of the Members.
c. Shall be responsible for the day-to-day administration of FASA and shall have the autonomy to exercise all the communications, administrative and operational tasks bestowed upon the FASA Council between meetings. Any exercise of autonomy must be reported at the next duly convened meeting of council and/or meeting of the members (whichever comes first).
d. Shall organize and chair weekly executive meetings.
e. Shall organize meetings of the Members.
f. Shall coordinate with the Internal Communications coordinator in order to maintain communication with associations and faculty.
g. Shall coordinate the activities of the Executive Committee and work to ensure that the Executive Coordinators meet the demands of their positions as outlined by these by-laws.
p. 25, section 88 of the General By-Laws of the Fine Arts Student Alliance, ratified April 10 2013.

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1. The Beginning
2. Action Plan
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Section 1: The Beginning

Summer Months

Throughout the summer I chaired and organized weekly coordinator meetings. During these meetings, I collaborated with my fellow coordinators to plan orientation, write the COI grant, and divided labour to complete the FASA handbook. I also acted as the executive liason to the Adjunct for two months.

Orientation

Throughout orientation, I helped coordinate the majority of events and provided on-site support as events were happening. I also hired an Orientation Coordinator who managed events throughout the month of September. I helped write the COI grant, which funded roughly $2000 worth of Orientation expenses. I helped coordinate the FASA BBQ, Grant Writing workshop, Pictionary night, Crafternoon, Gallery Tour, the Moodwatching and Facilitation workshop, as well as our first General Assembly.

Section 2: Action Plan

I organized weekly coordinator meetings, Orientation, monthly council meetings, two Large Special Project Grant juries, a Grant Writing workshop in January, and one Annual General meeting. I worked in collaboration with the Internal Coordinator, Teresa Dorey, as well as Dream Team members, to edit the by-laws.

Section 3: Tasks outside of my position

I organized a lecture series, *Talk Talk Talk*, in collaboration with the Fine Arts Reading Room and Art Matters. I worked closely with the Internal Coordinator (Jessica Gilbert in the summer and early fall, Teresa Dorey during the winter semester) to kickstart the Dream Team. We hosted a Direct Democracy toga party in the VAV to recruit potential Dream Team members in February. Over the course of the year, I worked with the Dream Team (former Mob Squad) to organize an ASSÉ affiliation campaign. During our March elections, FASA members voted to affiliate with ASSÉ, rendering my campaign successful. The Dream Team has been meeting weekly throughout the winter semester.

Section 4: Next Year

Before the end of April, I will work to develop the Book of Resolutions so that it is a working document for the next year's coordinators. I will also provide the Adjunct to the Coordinators support in coordinating a training for the incoming Coordinator Committee as well as attaining work-study status for the 2014-2015 academic year.

Internal Coordinator
RE-ACTION to ACTION PLAN 2013-14
Prepared by Teresa Dorey

1.0 - Internal Coordinator's positions as outlined in the by-laws:

1.1 Internal Coordinator’s position as outlined in the by-laws:
89. [Responsibilities of the Internal Communications Coordinator]
a. Shall be responsible for forming and maintaining liaisons between FASA and other governing bodies, associations, and organizations at both the student and faculty level.
b. Shall keep up to date with University policies and regulations, and is responsible for communicating these policies and regulations to Council and FASA Membership.
c. Shall act as a liaison between the University administration and the FASA Membership.
d. Shall be responsible for assessing and revising any policies governing FASA's operational activities, in consultation with the Executive Committee.
e. Shall archive and edit documents in the Book of Resolution for Council, meetings of the Members and executive meetings.
f. Shall ensure a good diffusion of information to the membership through the website and newsletter in collaboration with the External Coordinator.

p. 25 section 89 of the General By-Laws of the Fine Arts Student Alliance, ratified April 10 2013.

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1. The Beginning
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Section One : The Beginning

Introduction to FASA

My first introduction to FASA came out of interest in becoming more involved with the university and understanding the inner workings of the governing bodies within Concordia. I hoped to contribute a fresh perspective to the creative community at large. I also hoped to allow others to become more aware of FASA and feel as though it was more approachable. I presented myself at the GA on October 21st and was very pleased to find out that I had been voted in as the Internal Coordinator.

I attended all BoD meetings during the first semester to become more acquainted with FASA. My first meeting with the FASA members in December enabled me to become excited about my position and what I would be able to contribute to our FASA team. January

Orientation

Seeing as I joined FASA during the by-election I was not present for orientation. If a case similar case with a by-election should arise, I would highly recommend a day of training from members that have a solid understanding of FASA. When I first started my position as Internal Coordinator I found I spent a massive amount of time acquainting myself with how to achieve what I wanted to before actually being able to be completely active within my role. If I may recommend, I think it should be mandatory for all members to participate in a type of training seeing as working for FASA is a huge undertaking and person to person contact has a higher chance of being successful and overall would allow member's to be acquainted with their roles sooner, thus saving time. In addition I found much of what was supposed to be completed by the prior position's role was not and this made starting my position far more difficult than necessary.

Section 2: Action Plan

I attended as many meetings as possible every month. I familiarized myself with University polices and regulations on Concordia's official policies pages. I also maintained a focused alertness on updates sent via email to my 'fasainternal' email addresses. I absorbed and relayed information from various meetings where appropriately required and concerned. I worked with the other coordinators to inform the FASA membership of updates in our weekly emails. Communication between FASA coordinators was achieved via weekly meetings, office hours and emails. I planned to keep record of various issues if they were to arise but overall our FASA team worked well together. Any issues that did arise were diplomatically settled and dealt with in the present moment. Open communication with the membership was encouraged throughout my time with FASA. I worked closely with the general coordinator for creating Dream Team which allowed for greater awareness of various FASA events, BoD meetings and involvement with the creative community in general.

Dream Team (previously named MOB Squad) was created to ensure opportunities for engagement with FASA, approachability practice within student politics, open communication and greater awareness of political issues, events and awareness of FASA. Reasoning for the name change was to make it more approachable, it was agreed that the MOB Squad could be interpreted as slightly oppressive. The Dream Team handed out flyers, made announcements during classes and installed posters to spread awareness of BoD meetings, ASSÉ info, elections, events and the AGM. Dream Team also hosted an event in February for recruitment and to spread word on joining FASA. The event was successful and enabled new members to join the Dream Team. Dream Team had weekly meetings where plans were discussed. We successfully enabled ASSE affliation and I truly believe that it would not have been possible without the Dream Team. We also had ASSE attend our meetings and had other member's of CSU present during our meetings. Dream Team was a great success and made FASA a more enjoyable, approachable, and democratic experience.

My involvement with the position highlights the importance on communication. I found this was best achieved by being present with people face to face and reaching out the FASA members and coordinators. The Book of Resolutions will be updated and finalized before the end of April. I spent a great deal of time on the by law modifications to ensure they were streamlined, clear and formatted in a way that was clear and easy to read. I also had a binder of By Laws and Annexes available in print in the FASA office.

Section 3: Tasks Outside of My Position

Community

Working closely with the General Coordinator we engaged with the FASA community at large by making the entire experience more approachable and enjoyable. We tried to increase engagement in hopes of FASA being enabled a higher scope of reach and enhanced democratic abilities, especially in regards to horizontal distribution of power. By simplifying information, hosting fun AGMs and more events we hoped to allow FASA members to feel increasingly part of the community, thus increasing approachability and ultimately involvement. I also feel that Dream Team was a huge factor in making this a success. The General Coordiantor and I worked hard to ensure that the AGM would be fun. We also approached Brutopia to ensure a positive working relationship and were able to establish a goods and services contract.

Office

I contributed to the office environment being a more friendly, clean and effective work environment. I organized office supplies, cleaned and tried to contribute positive energy any time I was present in the office. I also created a reference binder to allow easy to access information for FASA members at large. I also helped out other coordinators with tasks at any point requested to ensure our team worked well together.

ASSE Representation

An ongoing interest was obtaining ASSE representation: FASA and its membership would have direct involvement into decision making at that level rather than only the CSU having decision making say in the FEUQ. Working with the General Coordinator and Dream Team we sought out more detailed information, clarified issues or concerns as they arose, relayed info to the FASA members, advertised information to FASA members and were successful in obtaining ASSE affiliation! I will also be attending the ASSE convetion at the end of April.

Section 4: Next Year

I would highly recommend the continuation of Dream Team to the new Internal Coordinator. I also highly encourage attending meetings with Andrew Woodall as he is a receptive representative for the university administration and a highly accessible resource for FASA members. I recommend the follow up regarding the streamlined version of student politics. I also would hope the search for contacts with goods and services continues (example brutopia) as I believe this offers a great exchange of contacts for the FASA members and the creative community of Montreal. Finally I hope that the mission to make FASA more approachable, fun and positive continues next year.

Clubs and Service Coordinator
RE-ACTION to ACTION PLAN 2013-14
Prepared by Jeremy Blinkhorn

1.0 - Clubs and Service Coordinator's positions as outlined in the by-laws:

a. Shall be responsible for maintaining regular contact with Club Members and Councillors, as well as the oversight and development of policies related to Club funding, eligibility and constitutions.

b. Shall keep up to date with University policies, room booking procedures, and communicate this information to Club Members and Councillors.

c. Shall oversee club registration procedures and ensure that all procedures meet deadlines set by the University.

d. Shall work with the Internal Communications Coordinator to disseminate information to associations, clubs and affiliates to promote an active student life.

p. 26 section 90 of the General By-Laws of the Fine Arts Student Alliance, ratified April 10 2013.

Section One : The Beginning
Section Two : Action Plan
Section Three : Next Year

Section One : The Beginning

Summer Months

Along with the other Coordinators who joined at the begging of the year, we were all given an extensive overview of the positions that we would be managing. Thank fully this happened as typically the new executive team would be dumped into the deep end with little knowledge of how to swim or manage an organization this large. Erika Couto left as VP Clubs and Services but she gave me an extensive review over all of the clubs; what they had done, who had problems and the solutions that were derived.

Although I was only in Montreal for the month of April and the end of August I managed to keep up to date with all the coordinator meetings over Skype, and was able to answer any questions over email. While away from Montreal I worked primarily on the Clubs and Community Project Orientation Package. This had never been created so I was working from scratch. I completed the document before arriving back in Montreal and started assisting in all things orientation.

After the resignation of our Financial Coordinator in the early Summer I took on her tasks and started organizing the Budget for the 2013/2014 year.

Orientation

Starting August 27th I started assisting in the actual running of Orientation. I attended both the Rez Move in and the Studio Arts Orientation. During these two days I was able to tell all new FASA members about the events that we planned on having this year. When school finally started in September we had the "Community Gathering" (BBQ), while giving away beer and food, students were able to come and ask us questions. Throughout the rest of the month we had at least one event each week; Guided Bus tour, Grant Writing Workshop, Moodwatching and Facilitation Workshop, Pub Crawl, Crafter-noon and Pictionary Night.

For the first time in FASA's history I held a Clubs Orientation event. This took place on the last saturday of September, and was mandatory for all clubs to attend. For those who did not attend had their club funding docked $100 and had to attend the reimbursement workshop with the SPG applicants. During this meeting we went over; room bookings, structure of council, reimbursement workshop, events throughout the year, Roberts Rules, the By-laws and all information related to FASA.

During October we had our final "Orientation Event," the Clubs Fair. Overall we had a good turnout of Clubs, however it could have been better. Because of the traditional lack of representation of Clubs at

these events I decided to make the Winter Clubs Fair **MANDATORY.** This worked out great and I have decided that the Fall Clubs Fair will also be a mandatory event.

Section 2: Action Plan

My action plan was presented to the Council Meeting in October in accordance with Annex B. Primarily the task that I outlined in my action plan (outside of my primary tasks) that I wanted to complete were, working on the SPG, sitting on SAF, completing all Club Documentation (booklet), creating a better space in the office, and creating an Art Box. I however took on some other projects that I did not originally outline in my Action Plan; Co-Curricular Record, Tote Bags, sitting on CSU Council.

All tasks have been completed with the exception of the Art Box. A simple idea that never moved forward had originally stemmed from when Jess Monuk (External Coordinator, Fall Semester) and myself would rifle through the garbage at Concordia. We found lots of amazing things.. However, after time passed the items in the box started to look like junk (once again), and one night the janitors saw it and placed it back into its right full place.

Special Project Grants

Giving back money to students is a big part of FASA. To my knowledge FASA is the only faculty association that gives out grants to students. The SPG are a team effort and everyone has a part to play. This year I sat on both juries in the Fall and Winter Semester. Along with the other jurors, Jackie, Coey, Madeline, Ambroise, Katrina, Terrnace, Anna, Derrick, Erik, and council, we were able to give out all the funds that we levied from students. In the Fall Semester we had left over funding that was not given out to students and was carried over into the Winter Semester, when more students applied for funding. Jackie gave three great mandatory workshops both semesters, with a great turn out rate, however some students did not attend and had their funding revoked.

Sustainability Action Fund / SAF

Like Art Matters, SAF, collects fees from all students at Concordia. And like FASA they too also give out Special Project Funding. Because SAF collects fees from all departments they wanted to have representatives from all departments to sit on their board. We had a call out at the beginning of the year to have someone sit with me on their BoD, but no one seemed to be interested. It was a great experience. I was drafted into two of their committees (Human Resource and Marketing). The structure of SAF has been well thought out, and I have started to think about implementing some of their logic and practices into the running of FASA.

Co-Curricular Record

Something that took up most of my time this year was the Co-Curricular Record. This was a time consuming process but I managed to get all the relevant information of each club inserted into the system. The Co-Curricular record let's student input the associations or clubs that they were part of and get recognition for their work.
This is something that has not been set up in the past by FASA, but as being the Clubs Coordinator I thought that this would be a good initiative for all students who have been involved with a FASA Club to have on their official Concordia transcript.

Tote Bag

This year I wanted to renew the Tote Bag Design call for submissions. Due to not planning this earlier in the year, I had to make the decision of only having the call out for submissions for one week. I had also originally planned on accepting two designs to be printed (250 bags each), but was told by the manufacture that this would be an extra $450. I decided to go with a company in the states that said I would be able to receive the Tote Bags with ample time before the AGM. However, reimbursement issues arose when dealing with this company. Long story short, their version of what an invoice is, is drastically different then what it actually is…
I did manage however to contact a ***Canadian*** company who were much nicer and better equipped for my requests. Due to the change in companies and having to make the order rushed, I only ordered 300 bags. Since this is being written before we receive the bags, I am currently praying that no other problems will arise and that the bags will be with us at the AGM!

CSU Council

Mentioned at one of our Council meetings by Katrina (CSU Student Life), no one from the Fine Arts department was sitting on the CSU Council. I along with Rebecca Smyth volunteered to sit on their council. Both of us however did not have a vote, and were only able to partake in discussions. The main reason that we both decided to sit on the CSU was the referendum question about per-faculty voting. So far the experience sitting on the CSU has at times been stressful, but it has been a great experience to listen about student governance on a much larger scale. I have successfully been elected to sit on the CSU Council next year, and will keep you all informed about their shenanigans.

Section Three : Next Year

So as many of you know i was elected to be the General Coordinator of FASA next year! I have already started to talk with members of my new team about Orientaion and collaberative projects that I want to do with other associations at Concordia, both in and out of the Fine Arts department.

I plan on having at least monthly meetings with both the Andrew Woodall at the Dean of Students, both Tricia Mideleton and Julie Johnston, who are the liason between students and the Fine Arts Department. Both of these relationship I believe would be important to nurture, becasue from their input and guidance I

beleive they can assist both myself and FASA into becoming an association that people will want to join and become more involved with.

Student Life Coordinator
RE-ACTION ACTION PLAN 2013-14
Prepared by Leyla Sutherland

91. [Responsibilities of the Student Life Coordinator]
a. Shall work with the Executive Committee and the Clubs and Services Coordinator to construct a diverse itinerary of events, workshops and/or lectures to take place throughout the academic year.
b. The budget for Student Life shall be proposed by the Executive Committee at the beginning of the academic year and ratified by Council.
c. Shall be the go-to person for members with academic difficulty, will act as an advocate and address academic complaints and support members in the resolution of academic conflict.
d. Shall act as the liaison between the Membership and the Conflict Resolution and Complaints Committee.
p. 26 section 91 of the General By-Laws of the Fine Arts Student Alliance, ratified April 10 2013.

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Section 1: The Beginning
I began my position in January, where I stepped in after being elected in the by-elections. I was trained over the winter break by Julie Johnston, and attended my first coordinator meeting via Skype.

Section 2: Action Plan
I attended weekly coordinator meetings, either in person or via skype. I held weekly office hours and assisted students who visited the office at that time. I answered phone calls and queries, and check my email frequently and responded promptly. I booked multiple spaces for a variety of FASA and club events. I encountered some difficulties with some of the bookings, but events ran and I formed good relationships with booking officers.

Section 3: Tasks Outside my Position
I hosted a screening of “Herb and Dorothy 50x50”, a film about art collectors. The film was not highly attended and allowed me to see the need for better advertising on my behalf and that there was a distinct lack of communication about the event itself. I was still glad to gain the experience and the film was very positively reviewed.

I also plan to attend the ASSE meeting in Quebec City in April, and I have helped plan the raffle for the AGM.

Section 4: Next Year

I will be holding the same position as this year among next year's coordinators. I plan to make a majority of the bookings over the summer, in order to ensure a consistency in dates and to not be caught off guard. I also plan to spearhead more outreach to new students, start a YouTube channel for FASA, and plan Orientation with the other coordinators. I will work from Ottawa over the summer, and return to assemble a team to run Orientation 2014.

External Communications Coordinator
RE-ACTION to ACTION PLAN winter 2014
Prepared by Derick Darby

1.0 - Internal Coordinator's positions as outlined in the by-laws:

92. [Responsibilities of the External Communications Coordinator]
a. Shall act as a liaison with the creative community of Concordia University, both within and beyond the University.
b. Shall distribute information to the FASA Membership regarding upcoming events and other pertinent information via a bi-weekly (once every two weeks) electronic newsletter to all Members of FASA via the listserv.
c. Shall maintain contact with other student associations and student groups of Quebec.
d. Shall work with the Internal Communications Coordinator on the Newsletter and to maintain the website

p. 26 section 92 of the General By-Laws of the Fine Arts Student Alliance, ratified April 10 2013.

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1. The Beginning
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Section one:

Introduction to FASA

My introduction to FASA came out of a desire to get involved in student bodies at Concordia. I hoped to find out more about the structure of these student bodies and where I would be best suited. I introduced myself at the General Assembly on October 21st, 2013 and was pleased to find that I had been voted in as the External Communications coordinator.

Orientation.

Orientation for my position was held long before I was elected. As such I was unable to attend these orientation meetings. However, before starting my position I received training from the previous external coordinator, Jessica Monuk, and this aided me greatly when fufiling my duties.

Section 2 Action Plan:

I met every week with the other coordinators, except on weeks where there were general and council meetings
I was also present during all of my posted office hours as well as a few hours outside of my scheduled office hours.

-Weekly newsletter.
On most weeks I was able to send out a newsletter detailing the many callouts, galleries and events happening within and around concordia.
-Updated the FASA website
I've implemented software into the website that will make it easier and more streamlined for future coordinators to maintain the fasaconcordia website. Unfortunately, these updates were implemented too late in the year to take advantage of them, my hope is that the future coordinators
Overview of these changes:

- Allow clubs and outside members to submit their own events to the webpage. These events will need to be approved by an administrator before they are made visible.
- Implemented a program that extracts information and dates from facebook events, further streamlining the process of submitting to the fasa events calendar.

-Maintain the FASA website.
This involved updating the events calendar as well as the home page. I also had to update outdated information and e-mail addresses from several pages.
-Maintained the FASA facebook.

Section 3: Tasks outsde my position

Grant writing workshop.
On January 17th I, as well as our finance coordinator Myriam, our General coordinator Aditi and our bookkeeper Jackie, assisted in organizing a grant-writing workshop in the VAV gallery. This event involved receiving catering services from Kafein, as well as other small tasks.

Special Project Grants

The Special Projects are usually something that one Executive/Coordinator takes on, during the winter semester I assisted in all three SPGs that were given out this semester.

Section 4: Next year.

I have made several changes to the website and facebook pages that will allow spreading information about events and callouts more streamlined. Although I haven't been able to take advantage of these changes myself, the new coordinators will be able to take full advantage of our websites new features during their terms.
The previous coordinator, Jessica Monuk, provided me with a cheat-sheet containing passwords and other important information. I have been adding more information into this cheat-sheet throughout my last term in preparation for the upcoming layover.

Rapport Budgétaire de 2014 (rapport préliminaire)

Coordinatrice des finances
RE-ACTION to ACTION PLAN 2014
Myriam Aubin (écrit en français)

POSTE DE LA COORDINATION DE LA FINANCE

Myriam Aubin est entrée en fonction pour la session d'hiver 2014. La formation sur les diverses fonctions en rapport avec la finance a été effectuée avec la comptable de la FASA, Jackie Smeaton,

Résumé Général

Les fonctions et le temps de mon travail constituaient majoritairement à apporter de l'aide aux étudiants. Cette aide consistait surtout à répondre aux questions concernant les Projets Spéciaux et les budgets des étudiants concernant ceux-ci.

Mon travail ce semestre consistait à :

- Renseigner les étudiants sur les subventions disponibles au sein de la FASA.
- Faire des rencontres d'information pour les « *large grant* »
- Être juge pour les « *large grant* »
- Assister aux réunions de la FASA
- Être présente pour les étudiants durant mes heures d'office
- Vérifier les factures que les étudiants m'apportaient
- Analyser les budgets que les étudiants voulaient réviser.
- Répondre aux nombreuses questions des étudiants par courriel
- Organiser et classer les courriels pour des futures références
- Faire le rapport préliminaire du budget de la FASA
- Employer mon portfolio pour une communauté au sein de l'université

- Noter les tests pour l'atelier de remboursement
- Engager la nouvelle « adjunct to the executive »

Pour toutes les personnes curieuses d'en savoir plus sur les SPG j'ai effectuer des rencontre individuel en expliquant :

- Comment s'effectue le processus d'application
- Comment présenter les documents
- Comment former un budget compréhensible
- Comment aborder son approche artistique

L'ANNÉE PROCHAINE

Pour l'année prochaine, je conseillerais de donner plus de petits SPG à divers groupe. La raison étant que (par exemple) si certain SPG grant de plus de 2000$ ne sont pas utilisée cela donne un surplus immense aux finance. Donner plus de petits montant permettrait de donner la chance à plus de projets.

Il serait important que l'année prochaine la FASA se trouve un avocat. Sans l'avocat il est impossible d'avoir un numéro qui nous est nécessaire pour ouvrir un compte paypall. Cela n'est pas obligatoire mais pourrais s'avérer très pratique.

PLAN D'ACTION

Myriam Aubin (FASA finance)

Utilisation de 500$ pour contribuer à l'engagement des étudiants à l'université.

Au début, j'ai consulté diverses personnes afin de savoir comment cet argent pouvait contribuer de façon bénéfique à apporter du soutien à un groupe d'étudiant. Je me suis tournée vers un projet qui me semblait utile et nécessaire pour les étudiants en film d'animation. Il s'agit d'une petite projection de film à l*'Escalier*. Cet évènement sert à projeter les films des étudiants qui ne pourront pas participer au *Film festival* de l'Université Concordia en fin d'année. Il faut mentionner que la projection de fin d'année est un évènement très important puisqu'il s'agit d'une sélection de quelques films avant la projection.

La petite projection que j'organise sert à projeter les court-métrages animations qui n'ont pas été sélectionnés. Tout ceci est réalisé dans une ambiance conviviale, je considère que cela est une bonne façon de terminer l'année pour tous les étudiants en cinéma d'animation.

La projection est réalisée grâce à la collaboration de *l'Escalier.*

Location de la sale	150$
Équipement	134.88$

Rapport Budgétaire de 2014 (rapport préliminaire)

Cachet d'artistes	150$
Sous-total	434.88$
TPS:	21.74$
TVQ:	43.38$
TOTAL	500$

Rapport Budgétaire de 2014 (rapport préliminaire)



FASA Year End Financial Report

Écrit par Myriam Aubin

Jeudi 3 avril, 2014

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Rapport Budgétaire de 2014 (rapport préliminaire)

Les transactions de la FASA resteront en cours jusqu'au 30 mai. En attente de la version finale du budget de 2014 ce document servira à résumé l'aspect financier de cette année.

RÉSUMÉ GÉNÉRAL

- **Atelier de remboursement**
  (The reimbursement workshop)

Mis en place en 2012 cette atelier sert à renseigné les étudiants sur la fonction de dépenser les fond de leur bourse. Dans le passé il y a eu plusieurs insistant en rapport avec des factures non conformes. La raison pour laquelle cet atelier est si important est pour faciliter la vie de tous et chacun. Il y a eu cette session trois ateliers. Le refus de venir à cet atelier obtient un rejet de votre bourse.

Même si l'atelier a très bien fonctionnée, il y a eu certaine personne absente. Nous avons donnée la chance à ceux qui avait une bonne raison de ne pas être venue aux trois ateliers de passer un test. Cela constituait en lui-même un bon exercice. Tout ceux qui ont passé le test on passé la note de passage pour annuler le rejet de subvention.

- **Révision des demandes de budget**
  (Budget révision)

Il est important de savoir que lorsqu'un budget est approuvé par la FASA l'étudiant, le groupe, ou le club est responsable de le respecter.

Une demande d'exception ne garantie pas sont acceptation par le comité. La raison pour laquelle nous demandons aux étudiants d'envoyer un nouveau Budget est pour être certain que celui-ci est conforme aux attentes lors de l'attribution de la bourse en premier lieu.

- **Révision des procédures de remboursement**
  (Reimbursement process, revision)

En fin mars, un changement est survenu en dehors du contrôle de la FASA. Le bureau de remboursement nous retourne les documents n'incluant pas le numéro d'employé. La nouvelle procédure demande à l'étudiant de vérifier par téléphone s'il possède un numéro d'employer avec l'université. Voici un cours résumé des étapes à suivre :

- Appeler 514-848-2424 ext 3666
-Expliquer que vous pourriez avoir un numéro de travail mais que vous n'étes pas certain de ce qu'il est
-Répondre aux questions d'identifications
-Ils vous donnerons un numéro d'identification si vous en avez un
-Si vous n'avez pas de numéro cela n'est pas grave mais nous devrons l'écrire sur votre dossier avant de soumettre les papiers.

Il faut OBLIGATOIREMENT vérifier, sinon nous ne pouvons pas remettre les documents.

Rapport Budgétaire de 2014 (rapport préliminaire)

- **Le comité des ressources humaines**
  (The human resource committee)

Étant donné que le comptable est engagé par la FASA, un comité des ressources humaines, constitué d'étudiants, a été mis en place cette année afin d'y apporter les modifications nécessaires. Notre travail était de réviser le contrat actuel. Pour 2015, le comptable sera remplacé par le titre d'un « adjoint au comité exécutif de la FASA » ou « Committee adjunct to FASA executive».

Puisque le contrat a été changé nous avons procédé à une demande d'emploi et une dizaine de personnes de Concordia ont appliquées sur le poste. Les entrevues ont eu lieu le premier avril.

- **L'Atelier COCO (The COCO workshop)**

Afin de maintenir le bon fonctionnement de FASA un projet de formation sera effectué durant l'été. Ce projet servira à rendre les Exécutif de la FASA plus à jours avec le travail.

- **JOINDRE L'ASSÉE**

En votant pour joindre l'ASSÉE les étudiants ont accepté de payer 1,50 $ par semestre pour les services ci-dessous mentionnée.

Mission et principes : L'ASSÉ vise à regrouper les syndicats étudiants locaux aux niveaux régional et national afin de défendre les intérêts des étudiantes et des étudiants :

1. par la promotion, le développement et la protection, par tous les moyens nécessaires, des intérêts matériels, professionnels, culturels, académiques et sociaux des étudiantes et des étudiants;
2. par la mise en relation des différentes associations étudiantes locales entre elles;
3. par la formation, l'éducation, l'information, la conscientisation et la mobilisation;
4. par la création d'un espace de solidarité propice à l'élimination de la compétition entre étudiantes et étudiants, afin de permettre le développement de la solidarité inhérente à la communauté d'intérêts que partagent ces dernières et derniers;
5. par l'appui et le soutien des luttes menées par ses membres et les autres groupes étudiants, tant et aussi longtemps qu'elles conviennent aux principes de l'organisation;
6. par l'appui et le soutien aux luttes menées par le mouvement ouvrier, les femmes, les autochtones, les immigrants et les immigrantes et l'ensemble des autres luttes progressistes;
7. par la construction et le maintien d'un rapport de force permanent face à l'État et à l'élite économique;
8. par une analyse et une compréhension de l'éducation dans une perspective sociétale globale;
9. par la prise des moyens matériels, humains et financiers nécessaires à la réalisation des buts fixés par l'organisation;
10. par une organisation démocratique qui fonctionne sous le contrôle direct de ses membres;
11. par la démocratisation des institutions d'enseignement (gestion par les personnes concernées) dans une perspective d'autogestion.

Rapport Budgétaire de 2014 (rapport préliminaire)

Les principes de base de l'ASSÉ reposent sur les fondements du syndicalisme étudiant établis dans l'article 1 de la Charte de Grenoble, en 1946. Celui-ci stipule que l'étudiant est un jeune travailleur intellectuel et que l'étudiante est une jeune travailleuse. C'est donc en vertu de ce constat que l'étudiant et l'étudiante se doivent de se regrouper sur des bases syndicales. L'ASSÉ croit en la nécessité de lutter pour conserver les acquis des mouvements étudiants du passé, ainsi que pour assurer de nouveaux gains et ce, par le biais de la mobilisation permanente. Considérant que l'éducation est un droit, non un privilège, l'ASSÉ est basée sur les principes suivants :

1. pour une éducation publique, gratuite, laïque, de qualité, accessible et non-discriminatoire ;
2. pour un régime d'aide financière adéquat ayant pour but d'éliminer l'endettement étudiant et d'assurer la satisfaction des besoins fondamentaux ;
3. pour un réseau d'éducation public libre de toute ingérence de l'entreprise privée, y compris la sous-traitance ;
4. pour la démocratisation des institutions d'enseignement dans une perspective d'autogestion ;
5. pour une solidarité syndicale avec toute lutte internationale progressiste visant le mieux-être de la société ;
6. contre toute forme de mondialisation qui entérine la prédominance du profit sur le bien-être de la population.

La nouvelle affiliation avec L'ASSÉ va couter 1,50$ de plus par semestre (sauf l'été) cette augmentation prendra cours le semestre prochain.

RÉSUMÉ DES FONDS Automne 2013

Début de l'année

Surplus du début d'année : _____ $
Opération : 89,606.92 $
SPG : 53,100.40 $
Total : _____

Levée de fonds : COI- orientation 2 590$
Contribution des étudiants : 2 :15 $ by crédit

Le statut actuel de la FASA

En survolant le budget de la FASA de l'année en cours soit, 2013/2014 nous pouvons constater que nous balançons dans notre budget. Pour ce qui est du côté opérationnel il y a eu une légère augmentation des frais dû au montant alloué au comptable. En contrebalance, l'argent des projets n'a pas été utilisé au complet durant la session d'automne. Il est important de savoir que dans notre compte des projets spéciaux, attribués à la session hiver 2014, nous ne sommes pas encore au fait sur l'argent utilisé pour ceux-ci. En effet, nous ne pouvons avoir le montant final utilisé seulement en fin avril alors que les remboursements des projets seront effectués avec facture à l'appui.

Rapport Budgétaire de 2014 (rapport préliminaire)

COMPARAISON FINANCIÈRE AVEC Avril 2013

Contrairement aux années précédentes la FASA a fait une belle avancée au niveau des projets. L'un des éléments qui a bien fonctionnée est l'atelier pour les remboursements. En comparaison avec l'année financière de l'année dernière nous nous en sortons bien. Le problème ici est un surplus de fonds monétaire prévu pour la fin de cette année-ci. Néanmoins, il est normal pour la FASA d'avoir un léger coussin afin de recommencer l'année.

Voici la différence avec les balances financière de l'année dernière:

Fin d'année (Avril)	Montant Finale
2013	
2012	
2011	$62,658
2010	$63,261
2009	$42,000
2008	$20,685

SPECIAL PROJECT GRANT

- **Subvention individuelle** (Individuel Grant):

Montant Reçu : 6 307.34 $ Nombre d'application étudiantes : 60
Montant Alloué : 3,211.51 $ Nombre d'application acceptées : 26

- **Subvention de groupe** (Group Grant)

Montant Reçu : 9 476.26 $ Nombre d'application étudiantes : 23
Montant Alloué : 8, 625.33 $ Nombre d'application acceptées : 19

- **Grands projets spéciaux** (Large Special Project Grant)

Montant Reçu : 9 822.37 $ Nombre d'application étudiantes : 18
Montant Alloué : 9, 746. 53 $ Nombre d'application acceptées : 5

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