

## **Executive Committee Work Summary**

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Name: Brittany Dixon

Position: VP Admin

Date Submitted: January 15, 2020

Reporting Period: December 2019

### **Consultation and Representation:**

- December 4 – GSA Council Meeting
- December 7 – Attended UNB President’s Holiday Gathering

### **Research, Legislation, and Outreach:**

- Website updated with 2020 details.
  - o Calendar updated – check there for council dates and other events!
  - o Executive reports and minutes updated.
- Scheduled posts for Facebook over the holiday break.

### **Committees and Boards:**

- December 11 – Attending board meeting of UNB Women’s Centre

### **Events Hosted/Planned:**

- “Spotlight on Grad Students” project to showcase our students and their work. Visit [www.unbgsa.ca](http://www.unbgsa.ca) for more info and to apply.
  - o Plan is to release new Spotlight every mid-month. Congrats to January’s recipient, Jayden Price
  - o Nominate the grad students in your life! They receive a SGS Hoodie and a \$25 cheque!

### **Projects and Goals:**

- N/A at this time.

### **Announcements:**

- Meeting of the Bylaw Committee in February. Reach out to [vpadmin@unbgsa.ca](mailto:vpadmin@unbgsa.ca) to join committee and we’ll decide on date.