
BOARD OF DIRECTORS 2016 - 2017

SUMMER 2016 TERM REPORT

Prepared by:

Paul Hans, At-Large Representative

Prepared for:

Simon Fraser Student Society - Membership, Staff & Board of Directors

*This semester report is prepared in fulfillment of **Rule 3** – Faculty Representative and At-Large Board of Directors Duties, Responsibilities & Stipend Requirements, **Subsection 7**: Faculty representatives and at-large representatives shall provide a semesterly written report by the 30th day of the first month of the following semester, detailing work completed and projects undertaken for the benefit of the Society*

INTRODUCTION:

My first term on the SFSS Board of Directors as the At-Large representative has been rewarding and challenging. As a new board member the learning curve is steep to master all the SFSS policies, governance structure, and rules of order. However, the opportunity to engage with students and advocate on their behalf has been a wonderful experience. Throughout the semester I partook in various initiatives, committees, and projects that will be discussed further in this report. As a board member the forefront of every decision is how it impacts the membership. Collectively, working with other board members we conducted ourselves in what we thought was in the best interest of the membership which includes difficult decisions. The remainder of this report discusses board transition, work throughout the semester, and an outlook for remainder of the year.

BOARD ORIENTATION:

The orientation first introduced me to the inner workings of the SFSS by providing context of what duties and responsibilities are expected of me as well as an overview of the SFSS rules, regulations, and by laws. We were also provided a 3-year strategic plan and engaged in a conversation of our personal priorities pertaining the strategic plan. This discussion led to me wanting to chair the Strategic Planning Committee. Most importantly, our mission statement and organization values were introduced:

Mission Statement:

The Simon Fraser Student Society exists to improve the undergraduate student experience, as comprised of the following aspects:

- academic,
- social,
- financial, and
- health and wellbeing.

Organizational Values:

In all its activities, the members, employees, and guests of the Society will act in a manner consistent with the Society's fundamental values:

- Inclusivity
- Integrity
- Empowerment
- Advocacy

- Community

COMMITTEES

I am the Chair of the Strategic Planning Committee. I also sit on the Finance and Audit Committee (FAAC). Also I was elected to serve on the Build SFU and Joint Steering Committees.

FINANCE AND AUDIT COMMITTEE (FAAC)

FAAC is responsible for the budgetary planning and the monetary policy of the SFSS. During the summer semester collectively FAAC conducted a budgetary review and implemented changes as it saw fit such as establishing a line item for the strategic engagement committee. FAAC has also created an outreach video to explain how the student fees and levies are allocated to various stakeholders and subsidiary groups. I participated in the video and helped write some of the script. Collectively, the majority of FAAC time was used to prepare the Financial statements and conduct the audit for the 2015-2016 fiscal year. These findings and consolidated financial statements will be presented at the 2016 Annual General Meeting (AGM). FAAC is now working on implementing the Audit recommendations and hopes to have created the very first fiscal policy manual which will outline how monetary funds will be allocated and procedures to approve spending.

STRATEGIC PLAN STEERING COMMITTEE

The Strategic Plan Steering committee was created to first create the three-year strategic plan and then implement it. The committee is a joint working group consisting of four board members and five staff. As the Co-Chair for the Strategic Planning I ensure that the committee is working to complete strategic planning objectives. At the beginning of the term the Board created a work plan. To align the work plan with strategic initiatives some objectives that would occur in later years were brought forward now and some objectives to be completed this year were pushed back. The committee has four working groups to complete strategic plan objectives. Some of those objectives include creating a communications plan, developing, developing an internal evaluation matrix, discussing how to better engage the Surrey and Vancouver campuses, and creating the annual membership survey. Currently, I am leading the working group the create and conduct the annual membership survey. Some objectives that have already been

completed by the committee include investing in resources to deliver top quality services and creating new signage and branding.

BUILD SFU AND JOINT STEERING COMMITTEE

As a member of the Build SFU and Joint Steering Committee I have been, along with the other members, overseeing the Student Union Building (SUB) and Stadium Projects. Majority of my time in the summer was comprised of work related to Build SFU. This includes the stadium schematic design, consultations, budgetary analysis, working with SFU and the bank, reviewing agreements and much more. There was also a Build SFU orientation for board members which explained the history of Build SFU and what is currently going on with the SUB and Stadium. An important part of the committee was to relay information from project partners such as the consultants, architects, and SFU back to the board in order to make decisions. This includes deciding to cancel the stadium project because of its cost and missing the deadline to secure financing. In the summer we also prepared for the SUB celebration ceremony which happened on September 9. We also reviewed and tracked the progress of the construction of the building monthly. There was also a celebration with SFU representatives to begin the construction of the SUB where President Petter and Elder Margaret gave a speech. Currently, the committee is focused on finding a resolution for the Stadium portion of the Build SFU project.

WORKING GROUPS:

EMERGENCY FOOD BANK WORKING GROUP

The Emergency Food Bank Working Group discusses the SFSS Food Bank Program and the food stamps that we provide to students in financial distress. We received a presentation from last year's chair of the working group and discussed the practicality and logistics behind the Food Bank program. We also brainstormed possible solutions to all the problems the group faced last year and that we are anticipated to face this year as well. At our meeting we reached a consensus on tackling 3 issues: Internal issues that can be solved with better screening process/IT, Sponsors/partnerships issues such as how to expand and maintain established relationships and our metrics system such as collecting past information of food stamp users. Our main goal this year is to create a clearer process of giving out food stamps to anyone who needs them.

- More information at:

- <http://www.sfss.ca/services/emergency-food-bank-certificate-program>

EVENTS

The SFSS (and related) events I attended over the summer are:

- **Staff going away Party:** Student Union Organizer found a new job.
- **SFSS Summer Pub Night:** We opened the Pub for one night over the summer for students to hang out and meet others on campus.
- **Meet and Greet with SFU Staff:** this event was hosted by SFU to introduce the new member of the SFSS to vital staff member's of SFU
- **SUB Construction Kickoff:** Key Stake holders were invited to participate in a celebration for the SUB.
- **SUDS Conference:** Attended SUDS conference at UBC to develop student leadership skills

PROJECTS

The Projects that I worked on over the summer were:

FALL KICKOFF:

- I was a part of the Fall Kick Off Organizing Committee as the Sponsorship Lead. My role was to secure sponsors for the event that would provide in-kind or monetary sponsorship for the event. With a budget of \$5000 I was able to secure \$14,300 in sponsorship. Key sponsors and partners include: SFU, Studentcare, Nesters, Frontrunners, Blueprint, Menchie's, The Keg, and Blueprint. As a team lead the organizing committee had weekly meetings and I helped prepare the event in other ways such as working with Blueprint regarding costs, helping to promote the event, and working with Blue print regarding costs.

OUTREACH

- **Clubs Day:** I attended the summer club's day at both SFU Burnaby and SFU Surrey.
- **Nominations outreach:** Encouraged prospective applicants to apply for the committee vacancies and helped them with their applications.

- **Weekly office hours:** Held Office hours every Monday in the Summer.

CONCLUSION:

The summer semester has been a great experience and I have learned a tremendous amount which will help me as I continue to progress in my role and in the society. I learnt about the inner workings of the SFSS, how to work effectively in a team, and how to manage conflicting opinions and make the best decision for the membership. The summer semester prepared me for the upcoming busy Fall semester. I am excited to continue this journey. Please feel free to contact me at atlarge2@sfss.ca for any concerns, comments, or questions.

- **Fall semester office hours:**
 - o Burnaby: Wednesday 2:30 – 4:30 in WMC 2218.2
 - o Surrey: By Appointment