

BOARD REPORT

Prepared for Board of 2015-07-31

President

- SFSS Meetings: EPCOM, Board, Exec, SUDS
- Meetings with the SFSS Student Organiser RE: Peer Mentorship
- SFU App Steering Committee Meeting
- Engagement with: CGC, K.Storm, Power2Change, C-Link, Introverts and Picnic Club
- Meeting with Irma and Marc RE: Interviews | Speeches
- Meeting with Jo Hinchcliffe
- Meeting with Justin Lieu, Student Life Coordinator
- Meeting with previous SFSS President
- Interview with the Tartan Magazine
- Attended Peer Mentorship Core Training
- Attended BASS Frosh Social
- Attended 50th Anniversary Walk-Through
- Planned SFSS Club Appreciation event with Curtis
- HR and Legal work [Confidential]

Vice President External Relations

No report received

Vice President Finance

- Meetings: Exec, Board, AFAC, with Martin and Kurt, Adrienne and Lawrence, DIon
- Review of monthly financial report, fund and levy policy, annual auditor financial statements in preparation for VP Finance report
- SASS Contract: meeting with Antonio, SASS Execs, Deepak and prep to pass motion
- Signing cheque requisitions, cheques
- Working on outstanding cheque requisition situation
- Finalizing Financial Coordinator Hiring Committee process
- Vice President Finance and Administration Search Committee: document and resume review
- Graphics Assistant Hiring Committee: meeting re timeline, resume review

Vice President Student Life

- Fall Kickoff 2015
- Men's Programming Initiative
- Welcome Day
- Week of Welcome
- Student Union Research Assistant Hiring Committee
- Meeting with Council Chairs
- Granting Committee Meetings
- Events Committee Meeting
- Executive Committee Meeting
- Advocacy Committee Meeting
- AFAC Meeting

- Emails and administrative duties

Vice President Student Services

- U-Pass/Compass Card
 - U-Pass service presentations to: Young Women in Business, Student Marketing Association, and Computing Science Student Society.
 - Scheduling meeting with the manager of all TransLink revenue contracts.
 - Completed first draft of our FAQ document based on student questions brought in through the consultation. Started on the second draft..
 - Making changes to our U-Pass presentation based on suggestions and feedback.
 - Making preparations to complete U-Pass presentation campaign.
 - Met with the Director of the Compass Card program and other TransLink reps to prepare for the Fall Launch of the Compass Card.
 - Preparing document for a possible addition to the current U-Pass contract that would provide an opt-in option for students in good standing, taking on term off.
 - Addressing questions, concerns, and complaints.
- Health and Dental Plan
 - Completed negotiating for customer service video kiosks and preparing to take it to the Board of Directors.
 - Looking into a suitable space for service kiosks on satellite campuses.
 - Arranging meetings with members of the Extended Health and Dental Plan Committee, to prepare everyone with what to expect for the rest of the year.
 - Met with SFU Administration and GSS to discuss opportunities to collaborate when re-negotiating insurance plans..
 - Creating a presentation on the insurance plan, based on our U-Pass presentation.
- Governance
 - Reviewed the proposed policy-governance model and draft language regarding: Board processes, executive authority, and executive limitations among others.
 - Preparing update for the Board of Directors and Council.
- Outreach
 - Creating messaging, ordering swag, scheduling activities, and preparing a proposal to change “office hours” to “outreach hours”
 - Recruiting volunteers.
 - Scheduling Board members to attend various campus events.
- Annual General Meeting
 - Coordinating logistics: venue, dates, seating arrangements, human resources for the meeting itself, reviewing quotes, and acquiring an external chairperson.
 - Creating the Annual Report, and interviewing department coordinators.
 - Creating meeting messaging with Communications Coordinator.
- Meetings and Administrative Duties
 - There have been many meetings. For a list, please contact me.

Questions, comments, and concerns with respect to confidentiality may be submitted to vpsservices@sfss.ca

Vice President University Relations

- Advocacy, Executive and Board
- Open Textbook Working Group meeting
- Meeting with Digital Learning Resource Librarian, RE: open access week
- Meeting with the Tartan
- Rotunda Lease Agreement meeting, SFPIRG
- Meeting with Irma to discuss 24/7 library hours
- Office hours and other administrative duties

Applied Sciences Representative

July 27-31

- Out of the office for a FAS Tech summer camp

July 20-24

- Attended ESSS frosh, granting committee, and governance committee meetings
- Worked on the IYGPA report
- Went to the ESSS Summer BBQ meeting for engagement opportunities

Arts and Social Sciences Representative

Work with DSU's/SASS

- SASS Council
- Planning of future events with DSU's
- Work on FASS student union portal
- Weekly check-in with SASS and SASS frosh Director
- Meeting with FASS Student Engagement

Project Vote:

- Finalized the Debate time and structure with candidates
- Contacted GSS along with SFSS VP External for possible collaboration
- Meeting with Council of Canadians and SFSS VP External
- Discussion about the project vote Campaign in Advocacy
- Preliminary work on the content of pamphlets (on-going)
- Scheduled the debate date and time
- Various "to-do's" on Basecamp
- Went over campaign with Executive Director
- Began process of finding a mediator for debate

U-Pass/Compass Card:

- Presentations to student groups (ongoing)
- Contacting DSU's/Clubs to gauge interest in U-Pass presentations
- Various "to-do's" on Basecamp

Meetings/Administrative Duties:

- SFSS Meetings: Advocacy x2, Open Textbook Working group Meeting
- 1st Ad-Hoc Governance committee
- Meeting for Student Union Outreach worker hiring committee
- DSU meetings
- Meeting with FASS
- Emails, Office hours, etc..

Business Representative

- Meetings
 - Board Meeting in Surrey
 - Events and Promotions Committee Meeting
- Business Administration Student Society
 - Elections policy consultation with BASS President
 - Created a timeline for the Elections Policy for the year
 - Established a new draft of the Elections Policy for BASS
- Fall Kickoff Concert
 - Corporate Relations Team Planning
 - Ticketing Procedures
 - Expenses/Revenue Procedures
- Planned the End of the Summer Semester Pub Night
- SFSS Space Expansion Consultation
- Compass Card Presentations
 - Student Marketing Association
 - Young Woman in Business
- Enactus Forum
- Mentorship Event with Business, Health Sciences, Arts and International Students
- Office hours in Surrey and Burnaby

Communications, Art, and Technology Representative

- DSU President's Meeting [Skype]
- Meeting with FCAT Coordinator for Recruitment and Retention [Skype]
- Compass Card Feedback [from DSU President's to VP External]
- Scheduled meeting with Vancouver Engagement Coordinator
- Scheduled various individual DSU President's Meeting
- Administrative tasks (email, e-filing)

Education Representative

- Meetings attended: Board (July 17), Open Textbook Working Group (July 22)
- Meeting with Faculty of Education Coordinator, Community and Alumni Relations
- Meeting with ESA about SFU Education logo
- Gathering and responding to feedback from Education students about Education clothing
- Engagement: SFU Engineering DSU BBQ, SFU Introverts Club meeting
- Ongoing consultation with graphics designer on Education logo

Environment Representative

On Leave of Absence

Health Sciences Representative

- Meetings: Advocacy, HSUSU, BASS president, EPCOM, Fall Kickoff WG, SFSS engagement, Health & Counseling
- Engagement: SLSA Festival
- Fall Kickoff WG: Ongoing marketing & branding planning; working with Communications Coordinator & Director of Marketing
- SFSS Summer Pub Event: Promotions (graphics)
- Faculty of HSCI (FHS): ongoing discussions re: FHS 10th anniversary
- Administrative tasks (office hours, emails, etc.)
- Worked w/ Copy Centre to collaborate and create sentimental materials for previous ED
- Wrote letter to The Peak re: BuildSFU
- Ongoing project: compiling upcoming SFU/SFSS events

Science Representative

Meetings

Board Meeting in surrey, surrey space expansion meeting, meeting with faculty of science advisors, SCC meeting

Surrey Space expansion and SCC:

Consultation in surrey, review and drafting of new budget and timeline for completion, meeting with promotions and outreach executive. Discussing goals of SCC with exec team.

SUS:

Meeting with SUS president (2x) discussing goals for upcoming year, discussing frosh with vp life of SUS,

Peer Mentorship program:

Drafting file for mentors, mentees, and the program itself. Continuous back and forth discussion with deans office. Preparing documents and timeline for program leading up to fall. Meeting with student engagement office for training and prepping for meeting with advisors.

Emailing all DSUs regarding mentorship program and activities for the fall.

Outreach:

Reaching out to common faces at surrey campus discussing and SFSS and BUILD, reaching out to PSA president to see how they can collaborate with SFSS.

At-Large Representative Pooghkay

Meetings:

PSSU Meeting

Epcom, AFAC and Kickoff Working Group

Meeting with the Women's Centre Coordinator regarding involvement in fall kickoff

Meeting with Kevin Kumar regarding pub renovation

Projects:

Worked on Executive Appreciation Proposal

Worked on Pub Renovation Proposal

Prepared documents for Fall Kickoff

Consultation for website infrastructure update

At-Large Representative Sharma

On Leave of Absence