

1. CALL TO ORDER

Call to Order –12:34pm

2. TERRITORIAL ACKNOWLEDGEMENT (1 MINUTE)

We acknowledge that this meeting is being conducted on the unceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

3. APPOINTMENT OF THE CHAIR (1 MINUTE)

MOTION BOD 2015-10-16:01

Deepak/ Arr

Be it resolved to appoint Enoch Weng as chair for the BOD meeting of 2015-10-16

CARRIED

4. ROLL CALL OF ATTENDANCE (2 MINUTES)

4.1 BOARD OF DIRECTORS

1. President: Enoch Weng
2. VP Finance: Barbara Szymczyk
3. VP Student Life: Deepak Sharma
4. VP Student Services: Darwin Binesh
5. VP University Relations: Brady Yano
6. VP External Relations: Kathleen Yang
7. At-Large Representative: Curtis Pooghkay
8. At-Large Representative: Shipra Sharma
9. Faculty Representative (Applied Sciences): Corbett Gildersleve
10. Faculty Representative (Arts & Social Sciences): Arr Farah
11. Faculty Representative (Business): Hangu Kim
12. Faculty Representative (Communication, Art & Technology): Salathiel R. Wells
13. Faculty Representative (Education): Melissa Lee
14. Faculty Representative (Environment): Christine Dyson
15. Faculty Representative (Health Sciences): Larissa Chen

4.2 SOCIETY STAFF

16. Build SFU General Manager: Marc Fontaine
17. Executive Director: Martin Wyant
18. Campaigns, Research, and Policy Coordinator: Pierre Cassidy

4.3 REGRETS

19. Faculty Representative (Applied Sciences): Corbett Gildersleve (*class conflict*)

4.4 ABSENT

5. ADOPTION OF THE AGENDA (1 MINUTE)

MOTION BOD 2015-10-16:02

Arr/Barbara

Be it resolved that the agenda be adopted as amended.

CARRIED

6. RATIFICATION OF REGRETS (1 MINUTE)

MOTION BOD 2015-10-16:04

Shipra /Deepak

Be it resolved to ratify regrets from Corbett.

CARRIED

7. GUEST SPEAKER

8. MATTERS ARISING FROM THE MINUTES (1 MINUTE)

9. APPOINTMENTS AND RESIGNATIONS

10. REPORTS FROM SOCIETY (15 MINUTES)

10.1 DIRECTORS/COMMITTEES/REPRESENTATIVES/DELEGATES (5 MINUTES)

MOTION BOD 2015-10-16:09

Shipra/Larissa

Be it resolved to receive and file the Board work report of 2015-10-16

CARRIED

DISCUSSION

- Strategic planning
 - First meeting last Thursday
 - Terms of reference
 - Determined stakeholders and stakeholder tiers
 - Determine what to ask stakeholders, and how to ask them
- AFAC
 - Funding arrangements made for a group and Hi-Five coordinator
 - Process for granting from AFAC funds
- Events

- Fall kickoff debrief at next Board meeting
- Strategic planning – Exec appreciation, pancakes, mental wellness, Movember, open mic, SFU got talent
- Governance
 - Established org value recommendations
 - Established recommendations for sub-ends policies
 - Compilation for Society activities and attributing those to the ends
 - Review of committee structure underway
 - All this will result in a recommendation to Board
 - Signing of agreement to adhere to the Board Policies
- Advocacy
 - Federal election campaign
 - Consent campaign
 - Strategic planning – housing as priority
- Joint steering committee
 - Conversation about moving forward
- Surrey Campus Committee
 - Bi-elections were held
 - Interest in amalgamating Board and Surrey Campus Committee
- Granting
 - 3 appeals/ reconsiderations
 - Codification of granting process
 - Interest in providing analytics of grant funding
 - Online form process
- FASC
 - We will meet to make budget changes

10.2 GOOD NEWS STORIES (5 MINUTES)

- Great job Kathleen on preparing and delivery provincial budget submission
- Great job Arr for all candidate debate
- Well job Women’s Centre for hosting another successful pancake breakfast
- Well done Barbara for leading the understanding of Build SFU issues in advance of discussion
- Welcome to Sindhu (Communications Coordinator) – excellent addition, broad range of experience
- Thank staff for a successful AGM and Fall Kickoff concert
- Commendation to Martin for quick turnaround on Communications Coordinator hiring
- Commend Deepak for the largest concert in SFSS history

10.3 COUNCIL REPORT

- Lots of informational presentation
 - Open text

- TSSU
- AGM
- Budget allocation working group
- Council training session for newly introduced councillors
- Suggestion that Council rules be aligned with Board rules
- Health and Wellbeing staff presentation
- Exploring guests from University Administration

10.4 REPORT FROM EXECUTIVE DIRECTOR (5 MINUTES)

- Meeting with FBS team about direction established at the SFSS
- Welcome to Sindhu
- Kickoff debrief for lessons learned
- Meeting with campus security, pub staff, Board members for improved cooperation
- Reform of staff meeting process
- Planning for staff retreat – planning day for organizational processes
- HR
 - Communications Coordinator filled – Thank you Nancy and Sabiha
 - Committee struck for Minute Taker as SFSS Administrative Assistant
 - Communication Assistant still not hired, and we should hold off until Sindhu is prepared for defining the organizational needs

11. UNFINISHED BUSINESS

12. NEW BUSINESS (20 MINUTES)

12.1 BUILD SFU FINANCING (10 MINUTES)

MOTION BOD 2015-10-16:11

Deepak/Hangue

Be it resolved to move the meeting in camera.

CARRIED

MOTION BOD 2015-10-16:12

Deepak/Salathiel

Be it resolved to move the meeting ex camera.

CARRIED

MOTION BOD 2015-10-16:13

Barbara/Salathiel

Whereas:

A. The Build SFU project (the “Project”) requires financing in order to proceed with construction of the student union building;

B. At the SFSS Annual General Meeting held on September 22, 2015, the SFSS membership authorized the Board of Directors of the SFSS (“Board”) by way of special resolution to obtain

financing for the Project on the best available terms, and to issue a debenture (including the granting of security as may be required) in respect thereof;

C. The Bank of Nova Scotia (“Lender”) has delivered to the SFSS a Commitment Letter dated September 22, 2015 (“Commitment Letter”) offering to make available to the SFSS certain credit facilities in order to finance the Project (“Credit Facilities”), which include term overdraft borrowing not to exceed \$1,000,000, interim term borrowing not to exceed \$44,300,000 for construction of the Project, term borrowing not to exceed \$44,300,00 to facilitate payout of the interim term loan, and an option to enter into interest rate swap transactions, on certain security and conditions as set out in the Commitment Letter;

D. The Board believes that it is in the best interests of the SFSS to accept the financing terms offered by the Lender in the Commitment Letter, the terms of which have been presented to and reviewed by the Board.

Be it resolved that:

1. The SFSS is hereby authorized to establish the Credit Facilities and borrow monies from the Lender upon such terms and conditions required by the Lender pursuant to the Commitment Letter, including the payment of interest to the Lender on the monies borrowed.
2. The SFSS enter into the Commitment Letter and the entering into, execution and delivery of the Commitment Letter to the Lender and the performance of its obligations thereunder is hereby authorized, approved, ratified and confirmed.
3. The SFSS President, and SFSS Executive Director are authorized to sign the Commitment Letter for and on behalf of the SFSS.

CARRIED

12.2 SFSS COMMERCIAL SERVICES (10 MINUTES)

MOTION BOD 2015-10-16:14

Darwin/Curtis

Whereas the Simon Fraser Student Society (SFSS) Food and Beverage Services (FBS) currently operates with no clear mandate;

Be it resolved that the SFSS FBS be mandated to operate as a profitable commercial business;

Be it resolved that a report be developed describing the feasibility of this mandate and recommending next steps;

CARRIED

DISCUSSION

- Returning issue surrounding cost of FBS services. This is first step in addressing this issue
- This is the result of a conversation had at the last Board meeting
- Shouldn't the feasibility of the mandate be determined before setting that mandate?
- Consensus already reached regarding mandating FBS as a commercial business

13. DISCUSSION ITEMS (15 MINUTES)

13.1 BOARD PROCESS POLICY – BOARD ROLE CALL (5 MINUTES)

DISCUSSION

- With Dion gone, we have an opportunity to review minute taking process
- Why do we do role call plus an attendance sheets?

13.2 EMERGENCY FOOD BANK PROGRAM

DISCUSSION

- Initiative to alleviate financial pressures on service
- Want to look into qualifications for accessing emergency service
- Self-identified need resulted from the desire to avoid collecting
- We have avoided publicizing the service
- We should continue to look into the improvement of the program – can we do this offline
- We could look at other food vendors that are not as expensive

14. ANNOUNCEMENTS

14.1 VANCOUVER

- Successfully opened service delivery centre every Wednesday
- Looking into the improvement of Board outreach in Vancouver – Looking into engagement survey
 - Hopefully survey ready by end of October
 - Meeting with SFU Admin on October 28th
- Open house next Wednesday next week
 - We will also provide safer sex supplies

15. IN CAMERA SESSION

16. NOTICES OF MOTION

17. ATTACHMENTS

18. ADJOURNMENT

Adjournment – 1:54pm

BOARD REPORT

**THIS BOARD REPORT DOCUMENT IS ALWAYS FOR THE FOLLOWING
BOARD MEETING.
LAST SUBMITTED AND WIPED**

President

Meetings

- Executive Committee meeting x2
- EPCOM x2
- Granting
- SUDS
- Hi-5 Meeting: The Friendship Bench
- Vancouver Campus Planning Meeting x2
- Weekly Executive Director Meetings
- Ad-Hoc Strategic Planning Committee Meeting
- Led and facilitated Informal Strategic Planning Meeting
- SFSS Presentation to the Select Standing committee on Finance and Governmental services

Campus Events Attended

- SFU Indigenous Day
- From Vision to Action for a healthy campus community
- SCC Campus Wide Exchange
- Advocacy-All Candidate's Debate
- Terry-Fox Day Run

Engagement:

- CAC, MISA, YWiB, HRSA, FSA, Finance Club, AIESEC, SFU Loonie Events, SFU Concert Orchestra, BASS, SRC, Recital Society, SFU Hip Hop, SFU Action, K.Storm
- SFSS Clubs Days at Surrey Campus
- Helped Facilitate SFSS Clubs and Student Union Meet and Greet

AGM

- Opened meeting; fielded questions along with VP University Relations; spoke on annual report; prep work w/ External Chair John Noonan and AGM group

Fall Kick-off

- Worked with Executive Director regarding contracts
- Helped with all aspects: ticket sales/lines, concession stand, cash floats, security, and after-party security

HR and Legal

- Legal matters and correspondence [Confidential]
- Worked with ED to give HR updates to Board

Admin

- Office Hours
- Sent multiple emails to entire membership
- Fielded comments and answered questions from membership
- Met with multiple members of the membership
- Arranged Board Check-ins with members of the Board

Vice President External Relations

PROVINCIAL BUDGET SUBMISSION PRESENTATION
 SUDS
 DISABILITY AWARENESS WEEK EVENT PLANNING MEETING WITH
 KWANTLEN STUDENT UNION AT BCIT STUDENT ASSOCIATION
 SUSTAINABLE MOBILITY ADVISORY COMMITTEE MEETING

ATTENDING OPEN TEXTBOOK PANEL, OFFICE HOURS, PLANNING
 STAFF AND BOARD BIRTHDAY MILESTONE

Vice President Finance

Meetings: Executive Committee (2), Governance Committee, Martin (2), Kurt (check-in)

- Cheque requisition signing
- Council Stipend disbursement form approval and meeting with Lucy
- Meeting and speaking with various individuals regarding requests: Adrienne, Lawrence, Kurt, Lucy, Antonio, Pierre, HiFive
- Review and preparing of documents and meeting with individuals involved with Concert: Deepak, Hangué
- Reviewing and signing of tax related forms for Auditor
- Burnaby Clubs Days
- Summer Semester Report
- Emails, Office Hours (Burnaby and Van)
- Setting up availability for FASC members

Build SFU:

- Student engagement outreach encouraging AGM attendance
- Meetings with Marc to go over various documents, contracts, financial models/structures, planning of commitment letter meeting (~3)
- Meeting with Scotiabank representatives, Marc, Martin, and Darwin
- Follow up call with Scotiabank local representatives and colleagues in Toronto
- Commitment Letter Information Session
- Joint Steering Committee Meeting

Vice President Student Life

Build SFU:

- Student Engagement, outreach encouraging members to vote in favour
- Motivation for Stadium
- Joint Steering Commitment
- Attending Commitment letter information session
- Classroom presentations

Administrative Duties:

- Semester report
- Participated in review of organization departments
- Assisted in booking space for student led vigil
- SFU Healthy Campus launch
- Clubs day in Surrey
- Governance committee
- Granting Committee
- Advocacy Committee
 - Attended presentation to Provincial Select standing committee on Finance and Government Services
- Emails
- Office Hours
- Surrey Campus Committee
 - Meeting with new committee chair and Surrey campus Liaison
 - Meeting with Surrey Coordinator

Events & Promotions Committee:

- Meetings
- Meeting with members requesting event consultation
- Seniors night proposal
- Results night proposal

- Report for proposed plans for remainder of year
- Fall Kickoff
 - Review of Service providers
 - Follow up with over 100 support staff of the event
 - Meetings with SFU Administration, Security, SFSS Directors. and Blueprint events
 - Acknowledgement letters for volunteers
 - Individual debrief with Fall Kickoff management
 - Event report

Vice President Student Services

U-Pass/Compass Card:

- Completed Fall Launch of the Compass BC Program.
- Communicating with TransLink regarding future of the U-Pass program, and potential referendum questions regarding fee change.
- Finishing writing draft referendum question.
- Wrapping up student consultation and review.
- Reviewed and completed the Fall 2015 U-Pass Appeals process.
- Submitted alternative options for U-Pass appeals regarding exemption categories and criteria.
- Writing a potential addendum to the terms of reference of the U-Pass Advisory Committee and the U-Pass BC agreement.
- Preparing to provide an update to SFSS membership regarding the upcoming changes to the U-Pass.

Undergraduate Health and Dental Plan

- Oversaw the Change of Coverage Period (in which students can opt-out or opt-down).
- Reviewed communications materials coming from Student-Care Networks.
- Seeking alternative approaches to improved customer services following complaints (kiosks have been rejected by satellite campus administration).
- Completed briefing SFSS CEO on this file.
- Pursuing a change to the plan regarding repatriation.

Completed organizing the 2015 SFSS Annual General Meeting.

Accessibility Fund

- Reviewing funding requests (Hi-Five, Students United for Disability Support, and a staffing request).
- Designing a process for approving funding requests that includes thresholds, appeals, and a new policy for the Accessibility Fund Advisory Committee, and the Accessibility Fund.

Commercial Services

- Reviewing and preparing alternatives to the SFSS agreement with SFU regarding commercial use of SFSS spaces (including tenants) and advertising of commercial service on campus.
- Written a motion for a new a new mandate for SFSS Food and Beverage Service operations.

Governance

- Brought the first draft of new Board Policies to the Board of Directors, with the first Governance Committee, for adoption.
- Wrote motions for adopting new Board Policies, creating a new Governance Committee, and also creating a “Strategic Planning Committee” (terms of reference are available).

Build SFU:

- Reviewing required documents and participating in identifying and executing next steps where possible and appropriate.
- Reviewing Letter of Commitment from the Bank of Nova Scotia, bringing forward questions and suggestions.
- Submitting recommendations on next steps to SFSS CEO and SFSS Build SFU Project Manager.

Finished Summer Semester Report

Meetings/Administrative:

- There have been many meetings and there is a lot of administrative work. For a list, please contact me.

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

Vice President University Relations

Meetings

- Executive Committee meeting x2
- Advocacy Committee x2
 - Set-up for the Burnaby North-Seymour debate
- Hi-5 Meeting: The Friendship Bench
- Vancouver Campus Planning Meeting x2
- SFU Vice President Academic and Provost Search Committee Meeting
- Open Access Advisory Committee Meeting
- SFU Athletics Seniors Night meeting w/ Deepak
- Informal Strategic Planning Meeting
- Meeting w/ SFU AVPS

Build SFU

- Build SFU presentation to Council
- SAAC meeting
- General outreach to membership RE: AGM
- Commitment Letter meeting
- Joint Steering Meeting/Building Committee Meeting

Open Textbook Working Group

- OpenCon Vancouver Satellite event planning meeting x2
- Open Access Event meeting
- Working Group meeting
- Wrote #textbookbrokeBC press release, http://www.oocanada.ca/_textbookbrokebc
- Phone call w/ UBC AMS RE: #textbookbrokeBC next steps
- Booked flights for OpenCon 2015

Emails and Other Administrative Duties

- Burnaby and Surrey Clubs Days
- Completed summer semester work report
- Weekly office hours in Burnaby and Vancouver
- Answered questions at the AGM, September 22nd
 - Review of SFSS Annual Report
- Review of SFU's NWCCU report
- SFSS/GSS Dinner at President Petter's house

Applied Sciences Representative

- Attended the AGM on September 22nd where we passed all three special resolution questions. I moved the minutes from the last AGM and answered one question from the membership
- Attended ESSS and CSSS meetings where I discussed the AGM, BuildSFU, and the Student Showcase event.
- Hosted the FAS Student Showcase in the AQ on Thursday, September 24. 9 student groups showed their class or personal/group projects to students and staff.
- Attended a new CSSS initiative called Hack Time, a weekly 3-hour drop-in workshop where interested students can sign-up or create their own side-project.
- Chaired granting committee where we covered three grants
- Reached out to my DSUs concerning forming the FAS Formal Planning Committee as well as the FASSU constitution review committee.
- Attended a check-in with Enoch, a Board strat planning info session, and the BuildSFU Debenture information session.

Arts and Social Sciences Representative

Work with DSU's/SASS/FASS:

- Attended 2015 FASS Reception with faculty & staff
- FASS DSU Meet & greet
- FASS DSU President's meeting
- Various DSU Meetings
- Preliminary work for an Arts week
- SASS Council and exec meetings
- Frosh Prep and frosh weekend

Advocacy Committee:

- Advocacy committee meeting x2
- Burnaby North-Seymour debate prep/ logistics
- Actual debate on Oct 1st (day off logistics)
- Follow up/ thanking all candidates
- Elections outreach and postering
- Meeting with SASC working group on behalf of advocacy
- Follow up with Laura and Kaayla from GSWSSU, on support for a SASC
- Follow up with SFPIRG on support for a SASC and sexual assault campaign

Open Textbook Working group:

- Working group meeting
- Presentation on behalf of working group to Council
- Planning next steps with group, various events to come

Governance Committee:

- Last meeting with First governance committee
- Passing of new board policies at board table (Sept 18th)
- Creation of new Governance committee
- First meeting of new governance committee (Oct 2nd)
- Next meeting Oct 16th

AGM:

- Presentation about Build SFU to various groups
- Spoke in favour of Build SFU at AGM
- Helped pass Build SFU at AGM on Sept 22th

Other Meetings/Administrative Duties:

- Emails, Office hours, etc..
- SFSS club meet and greet
- Terry Fox run Team "FASS has SASS"
- Fall Kickoff concert
- SASS Frosh weekend

Business Representative

- Meetings
 - Board Meeting (September 18th)
 - Events and Promotions Committee Meeting (2 times)
 - Simon Fraser Student Society's Annual General Meeting
 - Discussed and presented on the benefits of the project to the membership

- Concert Working Group Meetings
 - Multiple meetings with ticket sellers
 - Multiple meetings with student clubs and student organizations
- Information Strategic Planning Meeting for the future of the SFSS
- SFU's Got Talent
 - Budget Consultation for entire event
- SFSS Presentation to the Select Granting Committee on Finance and Government Services (BC Provincial Government)
 - Researched on deferred maintenance and the Emergency Food Bank Program
 - Prepared a document pertaining to the Emergency Food Bank Program and a proposal for the committee
 - Provided recommendations on how to improve the Emergency Food Bank Service and will continue work in the future
- Business Administration Student Society
 - Volunteered at the Business Administration Student Society's Terry Fox Fundraiser
 - Business Administration Student Society's Annual General Meeting
 - Board of Advisers documents regarding the Financial Policies
 - Researched possible alternatives to the current elections policies and looked into policies surrounding the Independent Electoral Commission hiring process
 - BASS Mentorship Program Launch Party
- Engagement:
 - Investment Club ice breaker
 - SFU Action Club ice breaker
 - SFSS Clubs Days at Burnaby and Surrey Campus
 - SFSS Clubs and Student Union Meet and Greet
- Fall Kickoff Concert
 - Consulted with production company about the staging and setup of the event
 - Consulted with our external vendors, medical aid, security and SFU administration
 - Prepared logistics for volunteers
 - Prepared cash floats for coat check, concession and will call
 - Prepared lounge for artists
 - Other miscellaneous tasks throughout the event
- SFU Recreation Consultation with SFU Rec Manager
 - Researching further ways to improve the current state of the issued recreational passes for SFU students
- Administrative Duties
 - Emails
 - Office hours in Surrey and Burnaby Campuses

Communications, Art, and Technology Representative

- CMNSU Frosh (BUILD SFU Presentation)
- IATSU Frosh (BUILD SFU Presentation and General Volunteering)
- Board Debrief Meeting
- AGM
- Meeting with Antonio regarding FSU Establishment
- Fall Kickoff Volunteering
- Skype meeting with Emma - Coordinator of Recruitment, Retention and Advising, FCAT Dean's Office (x2)
- Executive Meeting
- FCAT DSU President's Meeting
- Vancouver Space Expansion Meeting with Martin and Darwin
- Vancouver Campus Outreach Meeting with Martin, Enoch, and Brady
- Meeting with CMNSU President
- Meeting with FCAT Dean
- Meeting with Dance Co-President
- Commitment Letter Meeting
- Follow up regarding new DSU Establishment
- Follow up regarding W2
- Granting Committee x2
- Administrative tasks (Office Hours- Surrey, Vancouver and Burnaby, Emails & E-filing)

Education Representative

- Meetings
 - Board (September 18)
 - OpenCon Vancouver Satellite Event Planning (September 18)
 - SFSS Annual General Meeting (September 22)
 - Board Debrief (September 25)
 - Education Student Association (September 29, October 13)
 - Strategic Planning Ad-Hoc Committee (October 8)
 - Open Textbook Working Group (October 9)
- Engagement
 - Presentation to Sustainability Peer Educators (September 16)
 - SFSS Clubs Day Tabling (September 17)
 - Clubs & SU Meet and Greet (September 17)
- ESA
 - Prepared materials for Clubs Day table and apparel orders
 - Clubs Day Tabling
 - Followed up with SFU Education clothing orders
 - Assisted with planning of Education students hike
- Other
 - Will Call for Fall Kickoff 2015 (September 25)
 - Completed Summer 2015 Work Report

Environment Representative

Meetings

- Board
- OpenCon Vancouver Satellite Event Planning meeting
- SFSS Annual General Meeting
- Embark Sustainability
- Informal SFSS BOD Strategic Planning
- Advocacy x2
- Open Textbook Working group

DSU's

- Finalized events for Envirofrosh
- Attended Orientation, and Envirofrosh events
- Envirofrosh report and submission of all receipts
- Met with all DSU representatives

Advocacy

- Elections outreach and postering
- Attended Burnaby North-Seymour debate
- Planning next steps with Open Textbook working group
- Planning OpenCon satellite event

Governance Committee

- Final meeting with original group
- Passing of new board policies
- Creation of new governance committee
- 1st meeting with new governance committee members

Engagement

- SFSS Concert and Pub Night
- Attended Vision for a Healthy Campus Launch
- SFSS Clubs and Student Union Meet and Greet
- Membership outreach Re: Build SFU and AGM

Administrative duties

- Office hours in Burnaby and Vancouver
- Emails, reading minutes, etc.
- Completed summer semester work report

Health Sciences Representative

Meetings:

- Board & BOD Debrief
- EPCOM x2
- HSUSU x2
- SFU's Got Talent: Open Mic Night
- Ad-hoc Strategic Planning Engagement Committee
- Informal SFSS BOD Strategic Planning

- BuildSFU Finance Commitment Letter
- Concert Working Group x3

BuildSFU:

- Annual General Meeting (09-22-15)
- Presented benefits of the Student Union Building
- Membership outreach re: BuildSFU & AGM

Club & Student Union Groups Meet & Greet Social:

- Organized logistics of two-day event
- Completed report & presented to EPCOM

HSUSU FROSH:

- Produced & post-production of photos
- Presentation re: SFSS, Fall Kickoff & AGM
- Assisted with day-of logistics

Fall Kickoff:

- Produced & post-production of photos
- Coordinated w/ media team re: photos
- Assisted Volunteer Coordinator w/ sign-in, logistics & general volunteer wellbeing
- Assisted with day-of logistics

Engagement:

- SFSS Fall 2015 Club Days on Burnaby & Surrey campus
- Healthy Campus Community Initiative Presentation
- Terry Fox Run

Misc

- In process of photo post-production for SFU App & SFU Student Life
- Administrative duties (emails, office hours, office cleaning maintenance)

Science Representative

Meetings

- -Board meeting Sept 18th,
- -Board Debrief sept 25th
- -Informal Strat Plan meeting
- -Build SFU commitment letter
- -SCC meetings (X2)

Build SFU

- -Attended AGM
- -spoke for yes side for SUB to the membership

- -Outreach and engagement day of and day before
- -calling all personal connections to attend AGM and vote yes

Engagement

- -SRC icebreaker
- -PIH icebreaker
- -PSA icebreaker
- Clubs day in surrey

SSC

- -Meeting with former affairs officer now chief X2
- -Meeting to discuss state of space renovation project and fraser library hours
- -campus wide ideas exchange
- -recruited members to run in SCC elections
- -working with Chief officer to prepare orientation for new members
- -meeting with to discuss state of scc, goals for year, and future of SCC

SUS

- Attended frosh
- meeting with SUS president
- meeting to discuss potential SUS working room
- Organize logistics and hold peer mentorship mixer
- following up with all mentors/mentees
- emailing DSUs to set up time to meet.

Misc/Admin

- -attend fall kickoff and serve pizza
- -office hours, emails, semester work report
- -SFSS/GSS SFU dinner

At-Large Representative Pooghkay

Meetings:

- Epcom X2
- Board Meeting October 16th
- Advocacy Meeting October 8th
- Strategic planning committee meeting
- SFSS AGM Sept 22
- Meeting with Martin Wyatt regarding pub nights and outreach on Oct, 8th
- Concert working group meeting

Engagement

- SASS Frosh 2015 support team and DJ
- Build SFU Engagement up to AGM
- Vietnamese student association event
- Clubs days tabling (Vancouver + Surrey)
- Terry on the FASS team because there was no BOD team
- SFSS club meet and greet

Fall Kickoff

- Director of Production
- In charge of overseeing ridership, equipment, needs of the production company and security behind the stage.
- Fall Kickoff after party event lead overseeing:
 - The artists for the pub night
 - the setup and removal of production equipment
 - The door and logistics of the event

Projects

- Completed and presented proposal for Halloween Pub Night
- Started planning a future working group on SFSS outreach.

Administrative Duties

- Emails
- Completed summer work report

At-Large Representative Sharma

Meetings

- Board Meeting
- Board Debrief
- Events and Promotions Committee
- Granting Committee
- Commitment Letter Meeting
- Annual General Meeting AGM (Sept 22)
- Governance Meeting

BUILD SFU

- Attended the AGM
- Outreach in Convo Mall
- Outreach in SFU Residence
- Social Media posts
- Put posters in AQ, convo mall
- Spoke on SUB in AGM

Fall Kickoff Concert

- Concert working group meetings
- Marketing strategies
- Ticket sales in SFU Residence
- Promotion and advertising on social media
- After-party marketing and ticket sales
- Coordination with volunteers at the main event

- Coordination in Residence with tabling and posters

Engagement

- SFSS Club days
- Club Ice-breakers
- SFSS Meet and Greet
 - Facilitated the event
 - Presented event overview in EPCOM

Administrative Duties

- Emails, office hours
- Reviewing meeting minutes
- Summer semester work report

Upcoming

- Halloween Pub Night
- Marketing and Sales