

Call to Order – 10:30am, September 5th, 2014 | Executive Conference Room

## 1. Roll Call of Attendance

### Committee Composition

President (*chair*)..... Chardaye Bueckert  
Vice President Finance..... Adam Potvin  
Vice President Student Services ..... Zied Masmoudi (late)  
Vice President External Relations ..... Darwin Binesh  
Vice President Student Services ..... Kayode Fatoba (late)  
Vice President University Relations ..... Moe Kopahi

### Society Staff

Executive Director..... Colleen Knox  
Campaigns, Policy, and Research Coordinator ..... Pierre Cassidy  
Build SFU General Manager..... Marc Fontaine  
DSU Outreach Worker ..... Katie Mai

### Guests

### Regrets

## 2. Adoption of Agenda

### MOTION EXEC 2014-09-05:01

Potvin

*Be it resolved to adopt the agenda as presented.*

CARRIED

## 1. Executive Officer and Staff Updates

### a. CRP Coordinator

Engaging constituency groups, student unions through governance report. Review requirements for AGM to ensure that everything abides to the policies and by-laws. Develop a portfolio template for committees – will include action list, annotated bibliography, etc. This means every year, the staff rep for that committee can hand over portfolio and ensure continuity.

FSU: Constitution and by-laws FSU will take time. BASS proposed constitution and by-laws will go to CPR, Pierre will use that to clear understandings of what an FSU is as right now there is a misunderstanding that it is a separate organization.

Reviewing society act white pages, will provide a report

- Chardaye asks: Has been in the works for a year, so is it a valuable time spent?
- Pierre: Input we provide now will be minimal, at the stage of polishing the document.

Draft a list of office initiatives for own office because has been responding to needs from staff and board, but will need to improve the workflow.

Ongoing wholesale review of policies with department heads

Meeting with Antonio and FO

Searching quote for media and analysis services to get daily feed of current events (?)

Finish web application so can catalogue motions and minutes and it can be readily available.

Provincial budget consultation with Darwin.

Question: assisting FSUs with constitution – many FSUs basing constitutions on SASS but there are issues with that document? Responded that reviewing SASS constitution closely will take a while, and not sure if that falls under Antonio's JD or mine. Chardaye wonders whether we can provide skeleton for FSUs. Responded that we can definitely create something after we fix our own constitution.

Wondering how this will affect BASS and HSUSU constitution. Responded that we can request they edit their constitution after regulations have been set.

Process for HSUSU and BASS in prep of Fall referendum: will go to CPR to Board just like SASS.

Concern from Adam: why should CPR spend time going over constitution?

Responded that CPR was not required to review constitutions.

Chardaye: CPR looking at it purpose is to vet it for inconsistencies before it goes to Board so Board can do a coarse review of the document.

Kayode 10:42 am

b. VP External Relations

Phone calls and emails with other schools, will compile their work in a document and bring it forth.

Advocacy and CPR will be very busy, so preparing for that.

Outreach.

With Ministry: no word yet, will call them today

c. President

Outreach and Open Textbook Campaigning

SUDS: Most student unions have a contract, code of conduct, conflict resolution document signed at beginning of term. Compiled list to look at code of conduct for Council. Duties and responsibilities right now are sprinkled through policy manual and not clearly laid out. This would just formalize it.

Institutional mandatory fee: wondering if should follow up with Ministry about this because haven't heard anything back. Will wait until Monday.

Convo mall renos: Environmental psychology professor wants to renovate convo mall, involved Facilities, big impetus is to reduce impact of SAD on campus but adding greenery, etc.

Contacted Chardaye because want to engage student representatives. Time sensitive and Council not meeting till end of month, so can present at Board.

Update from Moe: Reason for reno: roof is nearing its death, no funding yet, but working towards it, not until 2017.

Clarified that this is not a deferred maintenance issue, it's for aesthetics.

Will present at BOD because time-sensitive and not related to any committees.

Provincial budget submission: want Exec to think about whether they want to take positions on these issues, and what position would mean. Few things coming to mind: intl student fee increases, something we could take a stance on, transit improvement, student loan interest, etc. So think about priorities and think about whether want to take positions.

Ombudsperson: services review of the ombudsperson with GSS. We contribute \$50,000 to that every year, so should facilitate student feedback, etc on how effective it is.

Meeting on Sept 13 with important people: Kickoff, Ombudsperson, frats and sororities

Noted that ombudsperson has been taken out of SUB, so he will need a home.

d. VP Finance

AFAC: Asked exec what they think of the purpose of AFAC. Reviewing value of fund.

- Advocacy: blind walk
- Wellness Week: events
- Space expansion:
- Etc.

Wondering whether this fund is being used correctly or if these projects could be taken on by respective committees.

Noted that fund could be a source for other committees to work on accessibility projects  
Colleen remembers we budgeted accessibility dollars into clubs and events to allow for accessibility.

Read out referendum question: focus seems like fund is for students with disability.

Generally speaking, a review of all fees is important, not just accessibility fee, and rethinking general committee structure. Example: had 3-4 broad committees and those committees established working groups, it would be best.

Going back: AFAC fund is not being used but is being collected.

Noted that terms of reference have been edited to include mental health. So that is the only thing that is a stretch, everything else seems to fit under AFAC

e. VP University Relations

Tablet proposal: will be enhancing it and sending it again to FASC. A lot of resistance but will be enhancing proposal and sending details

Space: WG working on MBC food court space, been researching food courts around lower mainland

f. VP Student Life

Originally thought this position was events-focused, but understood that a lot of internal reform needs to happen for sustainability. One focus is on ISG to better the structure and better engage international students. Composed of 5 clubs, want to edit constitution so that it can become an international student alliance. Looked at 5 models, picking the best one. Researching UBC's model – their international community is independent.

Met with GO about setting up a club meeting. Looking at bettering the structure of clubs and DSUs – like how business clubs fall under BASS. Club reform: range scale distribution of resources (50-100 expected attendance, 150-200 expected attendance, etc.). Noted that Pierre will speak to ISG about structural reform. Pierre needs to get feedback that is time-sensitive. ISG is very mundane and the group does not represent international students community.

Pierre left 11:14 am

Question around club process review: SFU choir contacted Chardaye with substantive complaints, brought them forward to GO. Something discussed was a townhall event for music and dance clubs. If Kayode interested in looking at larger club structure, can do that for not only music clubs, but for all clubs.

Kayode interested in doing a townhall for all clubs. Also looking at funding structure, i.e. camping club existed for a week and asked for a loan. Nothing in place to review credit score, history of existence, etc. Working with GO to look at unstructured loan program. Afterwards, can divide clubs into different sections on a spectrum. Will look at structure of clubs and the way they're funded.

Sponsorship proposal – a lot of higher companies interested in partnering. Monetary contribution to Society.

Volunteer: working with Colleen and Stijn on website

SFSS Appreciation Staff and Volunteer Gala: Location could be paid for if we treat the location as a sponsor.

g. Build SFU General Manager

Mini mart lease did not proceed

Work on SUB lease – gone to lawyer, back to university. Facing time crunch

- Questions: term of lease, value of lease, operations costs
- Would like to hire consultant to assist with legal, project management advice

Consultant

Partial surrender of lease document – sent back with few changes. But then auditors asked if GST will be charged? Would be \$166,000. Never heard of taxes on this sale before. Auditor suggested that send to lawyer for review. Concern: relationship of consultant with university.

Marc will be cautious about advice but working for us, not university, and no other person.

University okay with giving consultant.

Wondering about University's comments on this.

Joint steering committee meeting Monday

Planning AGM, have stepped back and allowed others to be more active in it

Wording for 2 special resolutions: may be on AGM agenda

Street team very proactive this year.

Advancement and fundraising for SUB: Noted that could be a reunion of all past board members, could be a good fundraising opportunity.

Noted that SFSS 50 anniversary is when we move into the SUB building, so we should save something like that for then to make a big splash.

Staff and volunteer appreciation envisioned to accompany that. Will be motivating for it to be a BOD or exec project.

GST: any goods or services sold on Canada are taxed 5%, so this is a service, even though not for profit.

Kayode approached by Beedie students who want to bring McDonalds to SFU, but not sure internal functions so was wondering whether should be to SFSS or University. Noted that this should be brought to University as we don't have any more space

Noted that University is contacting international clubs to compile a contact list of past executives. One way we could do it is through discount cards. This is in the works

## **2. Unfinished Business**

### **a. Executive Director Assistant**

Budget and JD reviewed. Would require budget increase. Conversation to be had in how this relates to governance reform.

Noted that every society has some kind of admin assistant for their ED. Very inefficient doing admin work, like emailing, filing, scheduling, etc.

So this JD is excluded from the union, but not considered a management position.

Need to review CA and hiring protocols.

Adam questioned its necessity: organization is administrative in nature. Secondly, the services we provide students have been remaining the same over the past few years, so if we keep hiring, the bureaucracy could grow without any limits.

In how it pertains to governance: being able to have that support at Working Conditions meetings. Right now, president goes to working conditions meetings to take notes.

Need to look at CA because hiring a student means they would need to work 8 hours a week.

Will need to look at minimum hours.

Another piece is bargaining will be very draining.

Marc believes should not be student, should be full-time adult.

Non-unionized because of the HR component.

Raised whether should do short-term posting as a trial, but then applicant pool will be smaller and different.

Pierre returned 11:47 am

Want to ensure strict ways of review.

Suggested going to FASC.

Noted that committees do leg work, then goes to Board as a recommendation. Having 16 people discuss details of JD is not efficient.

What Adam means is Board should look at details first, then FASC will look at financial aspect.

Make more sense to go to Board, then FASC, then Board.

Responded that committees report to Board. FASC's job is to review things as recommended by other committees, then recommend to Board. Starting at BOD will have 3 hour meetings.

Colleen seeking direction, could edit JD to have student position take on some admin tasks.

Conclusion: follow up offline, speak to Colleen and will bring it back to the table.

Noted that Adam is against this, Kayode not against it but thinks communications office should be included in this discussion

Reminder that this is not personal, because Colleen will not be in this position forever. This is a professional discussion on the position.

### **3. Adjournment 12:00pm**