

Call to Order – 3:00 pm, October 6, 2015 | Forum Chambers

### 1. Territorial Acknowledgement

The Granting Committee acknowledged that the meeting was being conducted on the traditional and unceded territories of the Coast Salish peoples, which included the Skwxwú7mesh (Squamish), Musqueam, Stó:lo, and Tsleil-Waututh people to the current knowledge of the Society.

### 2. Roll Call of Attendance

#### Committee Composition

Board of Directors Member (*chair*).....Corbett Gildersleve  
Vice President Student Life.....Deepak Sharma  
Board of Directors Member ..... Shipra Sharma  
Councilor ..... Tomas Rapaport  
Councilor ..... Elena Jiang Su  
Student At-Large .....Hermon Ephraim  
Student At-Large .....

#### Society Staff

General Office Coordinator..... Lawrence Jones  
General Office Coordinator..... Adrienne Marino  
Student Union Organiser ..... Antonio Daling  
Minute Taker ..... Dion Chong  
Administrative Assistant .....Ravina Gill  
General Office Staff.....Jennica Cang

#### Guests

Unified SFU ..... Patrick Mukasa  
Nigerian Students Association.....Egentih Raphael

#### Regrets

Board of Directors Member .....Salathiel Wells (*extenuating*)

### 3. Adoption of the Agenda

MOTION GC 2015-10-06:01

Sharma S.

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

*Added: Appeal—Nigerian Independence Day*

CARRIED AS AMENDED

### 4. Ratification of Regrets

MOTION GC 2015-10-06:02

Sharma S.

*Be it resolved to ratify regrets from:*

Board of Directors Member .....Salathiel Wells (*extenuating*)

The committee was provided with the reason for regrets.

CARRIED

**5. Matters Arising from the Minutes**

MOTION GC 2015-10-06:03

Sharma S.

*Be it resolved to approve the minutes of 2015-09-29*

CARRIED

**6. Granting Presentations**

a. Appeal—Nigerian Independence Day—2015-10-02

Standard practice by the General Office for grant was to require that grants above \$500 be submitted at least 20 calendar days prior to the event date for review by the Granting Committee, while those under \$500 had to be submitted at least 10 calendar days prior for review by the General Office Coordinators. It was raised by the Coordinators that failures to meet these deadlines causes difficulties for the office and weakens the granting process and its guidelines.

The Nigerian Student Association and Unified SFU (where much of the club membership was made up of Nigerian students) collaborated on a celebratory event for Nigerian students. This event occurred at Revs, with a grant being requested to cover costs related to venue rental, drinks and snacks costs, and speaker rental from Long and McQuade. Part of the costs were reduced through a fundraiser held at FIC. The event incurred \$450 in ticket revenue was realized (\$10 per ticket \* 45 attendees), however the event had 200 total attendees. The two clubs combined their trust funds to finance the event, which was a success. The club representatives expressed that they were unaware of the deadlines set by the General Office and apologized for this oversight.

The organization typically does not grant retroactively, and the clubs failed to meet the 20 calendar day prior rule. The General Office Coordinators did not submit the grant to the committee as a result. The clubs policy enables the General Office Coordinators to deny or accept grants based on written appeal by the club. In this case, the General Office Coordinators felt that it would be a fairer process to forward the appeal to the Granting Committee.

The committee has the option to reconsider the grant or revert the grant to the General Office which would thus require that the grant be reduced under \$500.

**7. Grant Considerations**

b. Reconsideration—Pakistan Students Association—PSA Social Night Fall 2015

The club was surprised by the reduced grant provided by the Granting Committee. An appeal was submitted to the committee based upon the previous amounts granted to the previous iteration of the event (Fall 2014), requesting for increased amount allocated per student for cultural food. While this had been a practice by the General Office Coordinators in past years, the practice since the previous year has shifted towards the hard \$5 cap for food, given the exponential increase in number and size of grant requests being received by the General Office.

Question was raised around the decorations purchased by the group given the limited decorations seen at the event by a member of the committee who attended.

The committee was reminded that the SFSS has a limited set of resources accessible by all clubs, and therefore it was necessary to maintain consistency in its application. However, the appeal was requesting a limited amount to be covered by grant funding. Additionally, there may be some impact on the Student Society brand in its financial practices.

The Granting Committee had an extensive discussion on ensuring consistency and fairness in grant practices, as well as use of staff resources and expertise in the area. The committee was faced with a decision to be consistent with past practice or consistent with the present practices within the fiscal year. For the Eid event conducted by PSA as well as other cultural events throughout the Summer 2015 semester, catering has been limited to \$5 regardless of its cultural component, and this decision had been communicated to these groups. A member expressed a desire to avoid the committee being in a position where the decision creates a slippery slope of invalidating the food cap. The term ‘cultural’ also was a slippery slope in and of itself. Setting a solid cap of \$5 creates consistency across the board for all groups.

It was raised that the GC discussions in the previous year do not necessarily bind the current committee, given a very different Societal financial picture.

While it was expressed that the cap was not enumerated within club policy, the Eid event earlier in the summer also was subjected to the same cap. As such, the committee had consensus that the cap should be accepted as standard practice and rejected the appeal.

It would likely be valuable to enumerate such practices into policy particularly given changes to the governance of the organization.

c. Reconsideration—Science Undergraduate Society—Science Frosh 2015  
Granting Committee provided Science Frosh 2015 with a reduced grant, however this was based upon a committee miscalculation of the confusingly formatted Frosh budget. Additionally, the Student Engagement Fund provided funding for the food but not for the Science World ticket. The Student Union Organiser recommended that SUS be asked to use their core funding to cover Science World tickets, which would only be 19% of their fall budget.

MOTION GC 2015-10-06:04

Sharma D.

*Be it resolved to reconsider* MOTION GC 2015-09-15:04

MOTION RECONSIDERED

RECONSIDERATION MOTION GC 2015-09-15:04

Sharma D.

*Whereas* the Student Union Organiser had already granted \$990 for Science Frosh 2015

*Be it resolved to grant* Science Undergraduate Society up to \$1,210 from the student union grant line item for Science Frosh 2015, allocated towards day two breakfast and t-shirt costs, for a total grant of \$2,200 for the event.

This would include the \$542 previously approved by Granting Committee, along with the \$668 miscalculated by the committee, which included a reduction to account for the Science World tickets as discussed above. The committee was under the assumption that there was a calculation overage of \$540 by lumping in core funding allocation into the grant amount.

CARRIED

Abstention Noted: Rapaport

d. Appeal—Nigerian Independence Day

The committee had consensus in referring the matter back to the General Office.

**8. Attachments**

Grant-Proposal-for-Science-Frosh-2015.pdf

Nigerian Students Association G1904.pdf

PSA Social Night Appeal.pdf

**9. Adjournment 4:09pm**

From: Nikhil Maria <nmaria@sfu.ca>  
 Subject: **Re: appeal for Grant #1896**  
 Date: October 2, 2015 12:14:58 PM PDT  
 To: gocoords@sfss.ca  
 ► 2 Attachments, 150 KB

Hello Lawrence and Adrienne

I have attached a screenshot of meeting minutes and a budget for last year's Social night in which more than \$5 per person was allocated towards grant for food. This lead me to believe that more than \$5 can be allocated towards food due to which we have committed \$6.67 per person to our food vendor.

Thanks and Regards  
 Nikhil Maria  
 Business Administration Candidate  
 E: nmaria@sfu.ca

**c. Pakistan Students Association - Social Night**

Najaf was a general member but had not been an executive for three semesters.

Concern was raised around the lack of revenue being generated by the social night, particularly given the size of costs for food. However, concerns had been raised by cultural clubs in the past that charging admission may inhibit participation and thus impact the success of such events. For context, previous grants to PSA for similar events came to \$1100.

Food costs were higher than comparable events as they were being catered specifically for Pakistani food. Decorations costs were also higher to create a certain cultural environment.

**MOTION GC 2014-09-10-05**

Bueckert/Amended Bueckert

*Be it resolved to grant the Pakistani Student Association up to \$1400 from the clubs granting line item for the PSA Social Night Fall 2014*

**CARRIED AS AMENDED**

<b>PSA Social Night Fall 2015</b>				
<b>BUDGET FILE</b>				
<b>Expenses</b>		<b>Revenues</b>		
<b>Item</b>	<b>Amount</b>	<b>Item</b>	<b>Amount</b>	
Table Cloth and Runner	\$150.00	Ticket Sales	\$0.00	
Food	\$900.00			
Spoons and Forks	\$26.86			
Plates	\$7.83			
cups	\$16.79	<b>General Information</b>		
Music instrumentals Rentals*	\$126.00	Expected Attendee	120	
Stage Backdrop	\$160.00	Tickets	0	
Transportation Charges	\$25.20			
<b>TOTAL EXPENSES</b>	<b>\$1,412.68</b>	<b>Music Instrument</b>	<b>Rate</b>	
		Djamba	5	
		Acoustic Guitar	20	
<b>Total Revenue</b>	<b>\$0.00</b>	Mixer	13	
<b>Total expenses</b>	<b>\$1,412.68</b>	Microphones	48	
<b>Loss</b>	<b>-\$1,412.68</b>	Speakers	40	
		<b>TOTAL</b>	<b>128</b>	

*All the prices included above for music instruments are taken from long and acoustic rental information*

## Nigerian Students Association

### Club Information

<b>Nigerian Students Association</b>			
# Current Members: 67			
<b>Executives</b>			
<b>Name</b>	<b>Position</b>	<b>Email</b>	<b>Phone</b>
Adanna Ugah	President	[REDACTED]	[REDACTED]
frieda ohuabunwa	Vice President of Marketing	[REDACTED]	[REDACTED]
Okorite Erekosima	Secretary	[REDACTED]	[REDACTED]
Fehintola Okunubi	VP Public Relations	[REDACTED]	[REDACTED]
Chukwubuike Egentih	VP Finance	[REDACTED]	[REDACTED]

Grant #: **1904**

Status: **New/Pending**

Total Revenue: **600.00**

Total Expenses: **1200.00**

Request Amount: **600.00**

Approved Amount: **0.00**

Balance: **0.00**

### Request Info

#### Executive Contact Info

Executive: Adanna Ugah [REDACTED]

Executive Student Number: [REDACTED]

### Overview

Name of event/project: **EGWU-IJO-RAWA NIGERIA'S 55th INDEPENDENCE DAY PARTY**

Event/Project Location: **5502 LOUGHEED HWY**

Event Date: **2015-10-05 20:00:00**

Expected Attendance: **200**

1. Purpose and description of event/project:

Note: This event is taking place on the 2nd of October. Due to the 20 day policy, the date on the request states October 5th. NSA will be collaborating with Unified SFU to organize a party celebrating

Nigeria's 55th independence. This event will be our biggest event of the year because it is very important for us to celebrate our independence since it has never been celebrated at SFU or even Vancouver as a whole. Also, we really need at least \$1000 because this is a very important event to us. If we don't have at least that amount, then the event will be unsuccessful. Thank you.

2. Who will benefit from this event?

NSA members, Unified SFU members, non-members and non-SFU students.

3. Who can participate in this event?

Anybody can participate in the event.

4. Are you working with other groups on this event/project? If so, who and how?

Yes. Unified SFU. We will be sharing the work equally. They will be helping us with promotions and fundraisers for the event. They will also help us reduce the bulk of work needed to organize this event.

5. Have you or your group organised an event/project like this before? How did it go?

No. We have never organized a party before.

### **Total Revenue -- Both Secured and Anticipated**

#### **Ticket Sales**

<b>Description</b>	<b>Price</b>	<b># Sold</b>	<b>Total</b>
Early Bird (till September 25th)	10	45	450
<b>Total</b>			450.00

#### **Expenses General**

<b>Description</b>	<b>Cost</b>	<b>Quantity</b>	<b>Total</b>
Venue	500	1	500.00
Decorations	100	1	100.00
<b>Total</b>			600.00

#### **A/V Expenses**

##### **Additional A/V**

<b>Description</b>	<b>Cost</b>	<b>Quantity</b>	<b>Total</b>
Speaker System	100	1	100.00
<b>Total</b>			100.00

#### **Printing Expenses**

<b>Description</b>	<b>Cost</b>	<b>Quantity</b>	<b>Total</b>
large format posters: email for quote			0.00
<b>Total</b>			0.00

#### **Food Expenses**

This event is: **Private Event or Cooking Class**

Description	Cost	Quantity	Total
Free drinks at the bar (limited). The location has a certified bar and liquor license	500	1	500.00
<b>Total</b>			<b>500.00</b>

### Notes

No data to display.

### Status History

	Date	Status	Student	Notes	
1.	2015-09-15	New/Pending	██████████	Grant submitted	Edit
2.	2015-09-14	Draft	██████████	Draft Grant saved	Edit
3.	2015-09-14	Draft	██████████	Draft Grant saved	Edit

### Transaction History

No data to display.



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# Science Undergraduate Society

## Grant Proposal for Science Frosh 2015

**Contact:** Tanner Jonski – SUS VP Student Life

**Email:** tjonski@sfu.ca

**What:** Science Frosh 2015

**Who:** Newly admitted/transfer students into the Science faculty of SFU

**When:** September 19<sup>th</sup> to 20<sup>th</sup>

**Where:** SFU Burnaby and Telus World of Science

**Why:** To attract new students to the Science community by creating connections early on in their undergraduate degree. This event will also encourage students to mingle and meet new people in their faculty/department to instill a successful transition to university.

**Anticipated Attendance Numbers:**

New Students – 60

Volunteers – 25

Total – 85

**Prizes:**

Gift Baskets – SFU Faculty of Science sponsored

Bookstore Credit – SFU Faculty of Science sponsored

\*\*\*Bookstore Credit – Science Undergraduate Society sponsored

\*\*\*Various Other Gift Cards – Science Undergraduate Society sponsored

**Grant Request:**

\$2200 – Request to SFSS Granting

**Cost Covered by Core Funding:**

\$250 – Science Undergraduate Society

## Cost Breakdown

<b>Event</b>	<b>Detail</b>	<b>Debit</b>	<b>Credit</b>
Lunch (Day 1)	Pizza Hut 17 Pizzas (5 Pepperoni, 5 Hawaiian, 5 Cheese, 2 Veggie) Drinks <b>TOTAL +tax</b>	\$282.30  \$56 <b>\$338.30</b>	
Dinner (Day 1)	Burgers (Meat) (10x9pkg) Burgers (Veggie) (4x2pkg) Buns (8x13pkg) Condiments Lettuce (2) Tomato (10) Drinks Chips <b>TOTAL +tax</b>	\$85.41 \$11 \$35 \$12 \$5 \$8 \$50 \$50 <b>\$290</b>	
Snack Supplies - LN2	Cream x5 Half-and-Half x3 Sugar (4kg) Vanilla Chocolate Syrup Styrofoam Cups Plastic Spoons <b>TOTAL +tax</b>	\$25 \$9 \$7 \$5 \$5 \$5 \$5 <b>\$68.32</b>	
Breakfast (Day 2)	Dining Hall 30 x \$6/person + tax	<b>\$200</b>	
Science World	Admission for Volunteers 14 x \$18.50/person +tax	<b>\$290</b>	
Shirts	70 Froshie Shirts 30 Volunteer Shirts Director Jacket <b>TOTAL</b>	\$596.10 \$255.6 \$45 <b>\$897</b>	
Posters	Laser 11x17 Colour x 50	<b>\$25</b>	
Various Other Supplies	Poster Board	<b>\$10</b>	
	Two Way Radio	<b>\$84</b>	
<b>Sub Total</b>		<b>\$2202.62</b>	
<b>Contingency + Leftover Froshie Fee</b>	\$150 + \$90	<b>\$240</b>	
<b>FINAL TOTAL</b>		<b>\$2442.62</b>	
<b>Revenue</b>	Core Funding (used to pay for Logo Design)		<b>\$250</b>
<b>Total</b>		<b>\$2192.62</b>	
<b>Request</b>	SFSS Grant		<b>\$2200</b>

