

BOARD REPORT

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

President

Meetings

- Build SFU Joint Steering Committee x2
- Build SFU Prep Meeting
- Health and Counselling Re: Hi-5 campaigns and Counselling
- Lindsay Sands Re: Burnaby Festival of Learning
- Admin Assistant Re: Board Processes
- Residence Hall Association Re: Events and Initiatives
- ED and CRP Coordinator Re: IEC and Electoral Process
- Communications Coordinator Re: Outreach and Survey
- Advocacy, EPCOM x2, Granting, Strategic-Planning Committee, Governance Committee, SASS Council

Other

- Survey Outreaching
- Meeting with Students Re: Projects and Initiatives
- SFSS Rodeo Show-Down Pub Night - Helped with tabling and takedown
- Event planning with Erwin and Larissa

Administrative Tasks: Emails, Office Hours, etc.

Vice President External Relations

- Out of office Nov 11, 13, 16
- Meetings: SUDS, Advocacy, Executive Director
- Research workshop facilitators for consent and peer support
- Vancouver Outreach
- Administrative tasks (emails, office hours, create reports)

Vice President Finance

Meetings

- o Board Meeting
- o Meeting with Executive Director
- o Meeting with Kurt and Martin Re: Monthly Financial Statements
- o Meetings Regarding Cheque Requisitions (Adrienne, Lawrence, Antonio, Kurt)
- o Meeting with Marc Reviewing draft of Credit Agreement and progress check-in (x2)

Other

- o Board Stipends Approval
- o Cheque Requisitions Approval (two runs)
- o Reconciliation Sheet approval
- o Call with Auditor
- o Review and analysis of Monthly Departmental Budgets
- o Review of Credit Agreement, ISDA, Swap Information Package
- o Vancouver and Burnaby Office hours, Administrative Duties

Vice President Student Life

Vice President Student Services

U-Pass/Compass Card

- Review of U-Pass contract and negotiations procedures with SFU admin.
- Presented concerns, and suggestions moving forward with U-Pass Advisory Committee regarding the U-Pass agreement.
- Preparing update for SFSS Board of Directors.
- Reviewing Student Consultation results to help prepare for negotiations.

Health and Dental Plan

- Addressing issue regarding repatriation.
- Opened and currently reviewing contract with Student Care Networks regarding services provided.
- Analyzing change of coverage, and annual claims reports.
- Preparing update for SFSS Board of Directors.
- Analyzing current coverage for upcoming review period where coverage may be changed.

Ombudsperson

- Reviewing current joint agreement with SFU and GSS to prepare a report and recommendation on next steps for the SFSS Board of Directors.

Build SFU

- Addressing next steps by working with SFU to find a way forward.
- Review and analysis of relevant documents.
- Preparing update for SFSS Board of Directors with President and VP University Relations.

Meetings

- There have been many meetings. 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

- Build SFU Meeting x3
- Advocacy Committee
- OpenCon 2015 Brussels, Belgium (November 13-16)
 - Next Generation Initiatives Advancing Open [PANEL PARTICIPANT]
 - Advocating Open Education on Campus: Ideas that Work [FACILITATOR]
 - Project Presentations [PRESENTER]
- Open Education Conference, Vancouver (November 19)
 - Student and Faculty Collaboration [PANEL PARTICIPANT]
- Office hours and other administrative duties

Applied Sciences Representative

- Attended CSSS meeting, Granting Committee meeting x2
- Held Burnaby office hours.
- Continued work on FASSU constitution and organizational planning
- Attending the Canadian Conference on Student Learning in Winnipeg at the University of Manitoba from November 19-21
- Helping the CSSS with planning an end-of-term event
- Reviewed the progress of ESSS's OpFair event in February

Arts and Social Sciences Representative

Work with DSU's/SASS/FASS:

- SASS Council Meeting
- Arts Week Debrief
- FASS DSU President's Meeting

Advocacy Committee:

- Advocacy committee meeting

→ Open Textbook Working group:

- Went to BC Campus Workshop

Governance Committee:

- Reviewed SFSS committee structure
- Review SFSS sub-Ends policies

U-Pass Advisory Committee:

- Update with VP Student Services
- Review of Documents

Other Meetings/Administrative Duties:

- Sexual Assault Support Centre Committee meeting
- Emails, Office hours, etc..

Business Representative

- Meetings
 - Board Meeting
 - Events and Promotions Committee Meeting
 - 25 to Life Meeting
 - Sponsorship Package Meeting
- BASS Mentorship Program
 - Promotional video interview
- Emergency Food Bank Program
 - Created Prezi Presentation for strategic planning
 - Research
 - Developing strategies for the future of the program and reaching out to externals
- Rodeo Showdown
 - Created report for event
 - Decorated the Pub
 - Tabling
 - Artists booking
 - Volunteer management
- Sponsorship Package
 - Finalizing first draft of the sponsorship package letter to external sponsors with Councillor Erwin Kwok
 - Drafted documents pertaining to previous events hosted by the SFSS into a consolidated document
- Puppy Therapy
 - Outreach using the survey and giveaways
- SFU Recreation Consultation with SFU Rec Manager
 - Researching further ways to improve the current state of the issued recreational passes for SFU students
 - Consultation with SFU Recreation Manager
- Administrative Duties
 - Emails
 - Office hours in Surrey and Burnaby Campuses

Communications, Art, and Technology Representative

- Strategic Planning Committee Meeting
- Granting Committee Meeting
- FCAT Formal Organizing Committee Meeting
- Meeting with Emma Horsley

- Meeting with Mack (Communications Assistant in the Dean's Office)
- Follow up with Nancy on signage for Vancouver Office
- Follow up with Sindhu on FCAT Collaborative Facebook Page
- Follow up with John Flipse regarding 611 Alexander Street Vending Machine
- Vancouver Campus Outreach
- Administrative Tasks (e-mails, e-filing, office hours (Burnaby, Surrey + Vancouver))

Education Representative

- Meetings
 - Strategic Planning Committee (November 5, November 12 - informal)
 - Board (November 6)
 - Education Student Association (November 10)
- ESA
 - Email notifications and meetups for SFU Education clothing order pick-ups
 - Study Break event promotion
- Strategic Planning Committee
 - Tested and reviewed Undergraduate Survey
- #textbookbrokeBC
 - Open Education Conference 2015 (November 18)
 - Created and shared Faculty List document

Environment Representative

- Meetings
 - Board
 - Advocacy x2
 - DSU Liaison
 - Embark Sustainability
 - Governance
- DSU's
 - Decided on date for undergraduate symposium and meet and greet
 - Figured out a timeline and delegated tasks
- Advocacy
 - Attended Educational Technology Users Group Workshop
 - Research for consent campaign
- Outreach
 - Lunch with Faculty Dean
 - Rodeo Pub Night
 - Responsible Investment Committee Meeting
- Administrative Duties
 - Emails, Office hours, Readings minutes

Health Sciences Representative

OUT OF OFFICE: Nov 12, 13, 16

Meetings

- Board (Nov 6)
- Events & Promotions Committee (EPCOM) (Nov 10)
- Savage Entertainment (Nov 10)
- Dean Diamond of Student Conduct Office (Nov 10)
- Health & Counselling re: Hi-Five Campaign (Nov 10)
- SFSS Communications Coordinator re: Holiday Campaign
- SFSS Minute-taker & Policy Coordinator re: previous minutes
- HSUSU President & VP Marketing re: Angel Tree & Strategic Plan
- HSUSU VP Marketing re: HSUSU Pancake Breakfast logistics

Engagement

- Puppy Therapy
 - Met with coordinator (Leon) to discuss promotions & timeline

Projects

- Holiday Campaign
 - Finalized proposal
 - Consulted with SFSS Communications Coordinator
- Angel Tree
 - Finalized proposal
 - Consulted external groups, Burnaby Family Life, HSUSU & SFSS Women's Centre
 - Prepared promotional materials and logistics

Miscellaneous

- Administrative duties (emails, office hours, office maintenance)
- Reviewed Summer 2015 semester reports

Science Representative

Board meeting

SCC meeting

SCC exec meeting

SCC movie night

Meeting with SUS president X2

Review exit report of last years board and summer work reports of this years board

Planning distress event for peer mentorship program

Meeting with surrey staff and chief officer

Emergency Food Bank research

At-Large Representative Pooghkay

Meetings:

Epcom Meeting

Board Meeting

Strat Planning Meeting

Projects:

Jan 21st Pub Event

- Creating a proposal
- Creating Budget
- Meeting with Kevin Kumar
- Meeting with Martin Wyatt

Looked at ledger for profits made at previous pub nights

Outreach working group planning

- Sent board motion
- Meeting with Martin

Outreach

- Networking with University of Alberta past and current board members.

At-Large Representative Sharma

Meetings:

- Board Meeting
- Granting Committee Meetings
- EPCOM Meeting
- Governance Committee

Rodeo Showdown

- Assisted in residence coordination for tabling

Engagement

- Tedxsfu
- Puppy therapy
- savage entertainment

Projects:

International Festival

- Meeting with Sindhu

- Schedule meeting with Martin
- Meeting with Justin
- Meeting with GO staff
- Contacting clubs

New Year's Party

- Working on the proposal

Administrative tasks

- Emails, office hours