

Call to Order – 8:35 am, July 7, 2014 | Resource Office

**1. Appointment of the Chair**

**MOTION FARM 2014-07-07:01**

Wallace

*Be it resolved to appoint Deepak Sharma – Sciences Representative as chair for the Faculty and At-Large Committee Meeting of 2014-07-07*

**2. Roll Call of Attendance**

**Board of Directors**

President (ex-officio) ..... Chardaye Bueckert  
At-Large Representative ..... Rebecca Langmead  
At-Large Representative ..... Jeremy Pearce  
Faculty Representative (Arts & Social Sciences)..... Brady Wallace  
Faculty Representative (Business) ..... Shadnam Khan  
Faculty Representative (Communication, Art & Technology)..... Shirin Escarcha  
Faculty Representative (Sciences) ..... Deepak Sharma

**Society Staff**

DSU Outreach Worker ..... Katie Mai  
Minute Taker ..... Dion Chong

**Regrets**

Executive Officer ..... Moe Kopahi  
Faculty Representative (Applied Sciences) ..... Ben Rogers  
Faculty Representative (Education) ..... Katie Bell  
Faculty Representative (Environment)..... Tesicca Truong  
Faculty Representative (Health Sciences)..... Ayla Kooner

**3. Adoption of the Agenda**

**MOTION FARM 2014-07-07:02**

Langmead

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

**CARRIED**

**4. Ratification of Regrets**

**MOTION FARM 2014-07-07:03**

Wallace

*Be it resolved to ratify regrets from:*

Executive Officer ..... Moe Kopahi  
Faculty Representative (Applied Sciences) ..... Ben Rogers  
Faculty Representative (Education) ..... Katie Bell  
Faculty Representative (Environment)..... Tesicca Truong  
Faculty Representative (Health Sciences)..... Ayla Kooner

**CARRIED**

**5. Matters Arising from the Minutes**

**MOTION FARM 2014-07-07:04**

Pearce

*Be it resolved to approve the following minutes:*

FARM-minutes-2014-06-23

### **CARRIED**

#### **6. Standing Updates**

##### **a. FARM Monthly Goals and Action Items**

Communications, Art, and Technology Representative – Focus on getting food bank programme programming on Vancouver Campus. Looking at AP-12 in Granting Committee and moving the document to CPR. DSU feedback on the potential FSU constitution was being sought.

Arts and Social Sciences Representative – planning meetings with a number of Student Development Officers from various faculties, with a goal of pushing the project forward within the Faculty of Arts and Social Sciences. Meeting with Philosophy, Labour Studies, and World Literature DSUs. Will be attending SASSquatch (Society of Arts and Social Sciences frosh) as part of the staff. Will be meeting with SFPIRG in the liaison role. Catching up on meeting minutes, including all Advocacy Committee minutes from the past year. Continuing on working on the Board/DSU/VP Student Life documents. Setting up meetings with past Arts and Social Sciences Representatives for greater perspective on role.

At Large Representative Langmead – Catching up on minutes. Will be participating in SASSquatch as a staff member. Meeting up with former At-Large Representative Clay J. Gray to discuss potential of continued Truth and Reconciliation programming on campus.

At -Large Representative Pearce – Sponsorship work continued for the Fall Kickoff Concert. Awaiting response from Build SFU General Manager for stadium investigation. A number of the motions were passed at Accessibility Fund Advisory Committee. Encouraged FARM representatives to get involved with Students United for Disabilities Support, particularly given a number of issues that have been identified on campus relating to accessibility concerns. Working with the Communications Coordinator on an anonymous accessibility issues feedback survey for the SFSS website. Potential media stunt involving both the SFSS and SFU presidents was in the works to promote accessibility on campus. Sensitivity workshop, with a focus on concert volunteers, was also being developed.

Business Representative – BASS was working on a number of sponsorships. Was working on an Faculty Student Union constitution for Constitution and Policy Review Committee approval by the end of summer. Requested a response from FARM on how to go about contacting clubs and student unions for the concert. First pub night of the summer was on Thursday. Hoped for more efficient meetings from CPR moving forward.

Sciences Representative – Meeting with DSU executives, which was difficult given the various academic and individual schedules, as well as DSU inactivity over the summer semester. Participating in the hiring process for Build SFU outreach workers. Was invited to participate in the Faculty of Sciences University Curriculum Committee. Was planning a world cup event with the Surrey Campus Committee.

Education Representative – Recruitment of education DSU members, gain submissions for education journal. Board shirts research as per FARM tasking. Creating draft proposal for collaboration with Residence Life. Hoping to help to bring more volunteers to Events and Promotions Committee. Fall Kickoff – recruitment of upper level and beginning recruitment of general volunteers.

**b. Week of Welcome Committee Updates**

Meeting was to occur at 3:30pm today. Communications, Art, and Technology Representative would attend in place of Health Sciences Representative. The committee was reminded that the goal setting sessions were imminent, and may assist FARM in structuring its collective goals.

**7. Discussions**

**a. FARM Collective Goals**

Desire was expressed for greater collaboration between Faculty and At Large Members through collective. There was a potential of critique and discussion of monthly goals, ensuring that an environment of mutual support and accountability was possible.

A member proposed first FARM meeting of each month as a collective goal setting session. However, it was deemed that criticism and discussion could be conducted outside of the meeting setting individually, although it may be desirable for larger issues to be discussed at the FARM table.

It was thought that the primary goals of FARM as recently expressed was the following:

- Meeting active Department Student Unions
- Faculty Student Union development
- Concert specific goals

**b. Vice President Student Life/FARM Flowchart and Relationship**

The Student Union Organiser created a flowchart on the request of FARM on the relationship between the Student Union Resource Office, Faculty and At Large Members, and the Vice President Student Life.

**DISCUSSION TABLED**

Business Representative was working on the task of looking into DSU space renovations, with only Health Science having responded.

**c. Board Shirts for “Out of Office” Office Hours**

Education Representative completed some researched and received quotes for shirts, however the quotes were for bulk orders of the same design, which would not work due to the desire for personalized shirts with positions. Education Representative would continue their research with the Communications Coordinator. The deadline for the shirt arrival remained at the end of August.

Concern was raised around the issue of funding source (it may come from the Office Supplies line item). There was a desire to discuss the potential of FARM discretionary funding in the future to alleviate such concerns in the future.

**d. Vice President Student Life/FARM Flowchart and Relationship - Continued**

The DSU Outreach Worker provided an overview of the flowchart.

Within conflict resolution and mediation, the shift of an issue from the Student Union Resource Office level to the Vice President Student Life level occurred when the neutrality of the office had a potential to be impacted. Issues of this magnitude were situational and the FARM representatives could be involved.

In terms of outreach, SURO and the FARM representatives worked on the ground level, while the Vice President Student Life would focus on Board events, with collaboration and assistance from FARM and the SURO

It was deemed important for members to differentiate and identify themselves differently between varying roles within the SFSS and on the Board. Collaboration was also considered desirable to reduce overlap and assure efficiency in the conduct of board projects.

Conference funding would continue to be sourced from the Student Union Resource Office once approval was provided at the student union level.

The VP Student Life and the Student Union Resource Office maintain access of the student union executive mailing lists. There was concern from FARM of the potential for mass mailing. Student union mailing list policy may need to be considered in the future, given previous concerns around board members sending out emails outside the centralized controls and oversight of the Communications Office.

In liaising with the General Office, the Vice President Student Life indicated that they should be responsible for this area. In the past, DSUs could access the General Office directly for resources. The DSU Outreach Worker had not seen any issues relating to access to General Office supplies that required Board intervention.

The Faculty and At Large Members were reminded that day-to-day operations should be under the purview of the staff, thus allowing FARM representatives to work on higher level governance.

Student unions which wished to collaborate with committees would speak to the committee chair directly.

**Action Item:** FARM would review and consider the implications of the flowchart. Larger discussion and consideration of approval or restructuring was to occur at the next meeting.

## **8. Announcement**

### **a. Reminder of SFSS Committee Tracker – Tab for FARM**

At the beginning of the year, the FARM members received a committee tracker, which would allow the committee to collaboratively track action items. The committee was reminded that the document was an available resource.

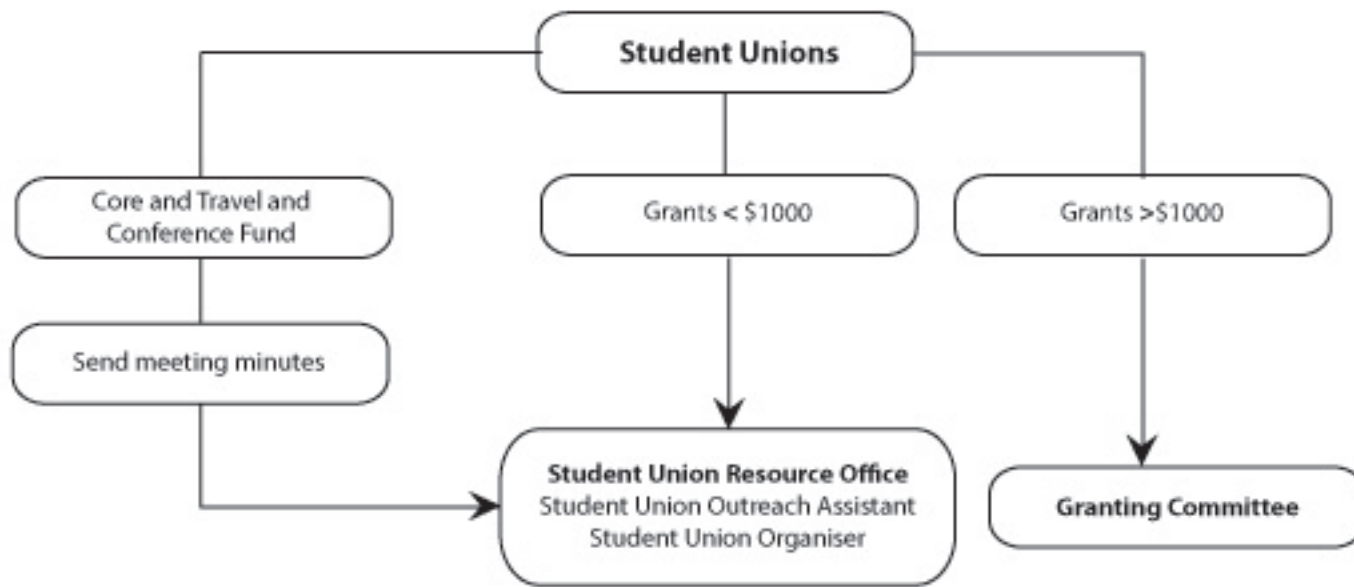
## **9. Attachments**

Delegation of duties and protocol outline between VP Student Life and Faculty Representatives.docx

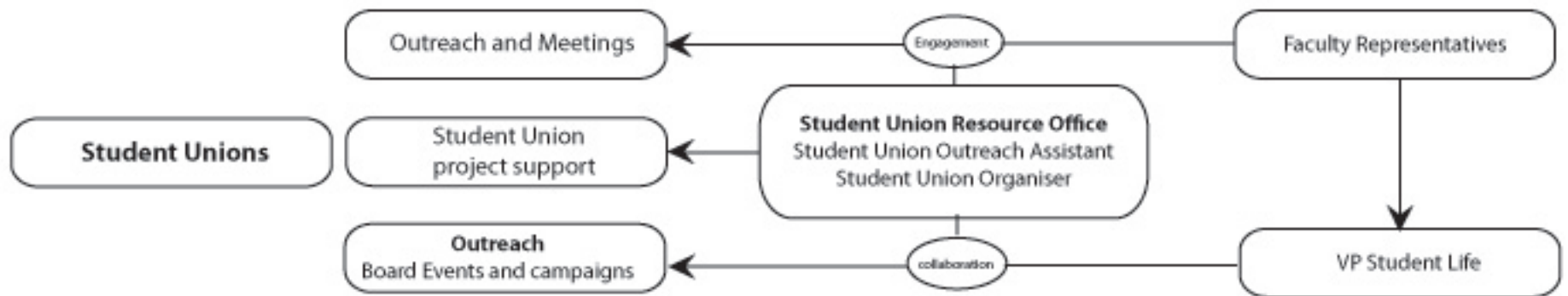
Infographics on FARM Task Division.jpg

## **10. Adjournment 9:24am**

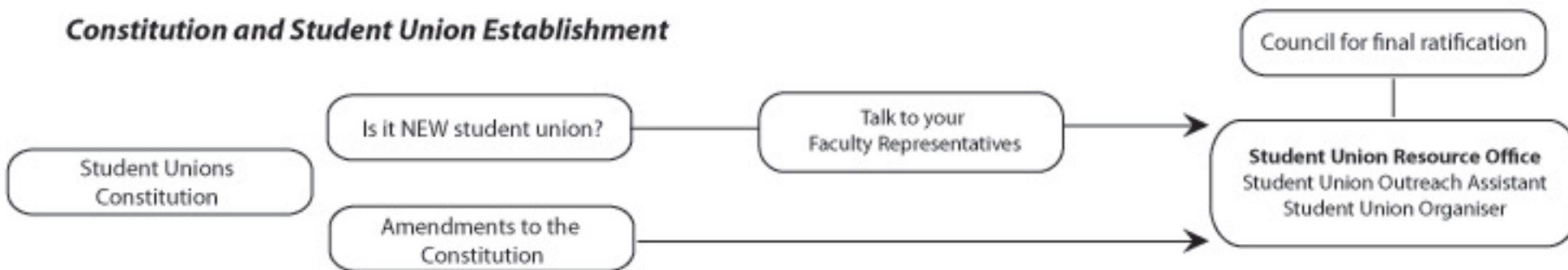
### SFSS Funding and Grant Coordination



### Meetings, Projects and Events



### Constitution and Student Union Establishment



### Conflict Resolution and mediation



Delegation of duties and protocol outline between VP Student Life and Faculty Representatives

**The Vice-President Student Life shall:**

Act as a liaison between the Board, Forum, and other student groups at the University.

Oversee the establishment and maintenance of Faculty Student Unions and Department Student Unions, and act as a liaison between the Board and Faculty Student Unions and Department Student Unions.

Undertake all other duties and responsibilities the Board may delegate to the Vice-President Student Life from time to time.

Shall attend all meetings of Board of Directors and Council called during the month.

**Duties and Responsibilities of Faculty Representatives**

**Faculty Representative and At-Large Representatives shall**

Attend all regularly scheduled meetings of the Board of Directors and Council called during the month.

Faculty Representative and At-Large Representatives shall attend all General Meetings of the Society called during the month.

Faculty Representative and At-Large Representatives will be expected to assist with projects and campaigns, and facilitating communications between the Society and its members.

Faculty Representatives will be expected to participate in the work of the Society, including but not limited to:

Informing students in their faculty of the Society's activities

Forwarding issues of importance from their faculty to the Board of Directors

Making efforts to attend departmental student union general meetings, and

reporting the activities of the Society to unions within their faculty if requested.