

simon fraser student society



2000 annual general meeting
report to the membership

FINANCIAL STATEMENTS

SIMON FRASER STUDENT SOCIETY

April 30, 2000

T ***TOMPKINS, *WOZNY & Co.***
Chartered Accountants

* denotes incorporated professional

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As at April 30, 2000

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AUDITORS' REPORT

To the Members of
Simon Fraser Student Society

We have audited the statement of financial position of **Simon Fraser Student Society** as at April 30, 2000 and the statements of changes in net assets, operations and cash flows for the year then ended. These financial statements are the responsibility of the Society's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance as to whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of the Society as at April 30, 2000 and the results of its operations and cash flows for the year then ended in accordance with generally accepted accounting principles. As required by the British Columbia Society Act, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Vancouver, Canada
August 17, 2000

Tompkins, Wozny & Co.

Chartered Accountants

STATEMENT OF FINANCIAL POSITION

As at April 30

	2000 \$	1999 \$
ASSETS		
Current assets		
Cash	199,101	128,793
Accounts receivable	38,042	60,406
Inventory	135,516	165,876
Prepaid expenses	19,978	14,485
Total current assets	392,637	369,560
Restricted cash and investments <i>[note 5]</i>	—	174,716
Sinking Fund and cash restricted for loan payable <i>[note 7]</i>	1,169,797	653,439
Capital assets <i>[note 6]</i>	6,067,087	6,344,233
	7,629,521	7,541,948
LIABILITIES AND NET ASSETS (DEFICIENCY)		
Current liabilities		
Accounts payable and accruals – Simon Fraser University	143,442	125,570
– Other	253,281	194,068
Accrued interest on loan payable	73,861	73,861
Deferred revenue	127,720	200,000
Total current liabilities	598,304	593,499
Loan payable – Simon Fraser University <i>[note 7]</i>	3,155,000	3,155,000
Space Expansion Fund <i>[statement 7]</i>	59,652	77,368
Deferred levies relating to capital assets <i>[note 8]</i>	3,989,606	3,733,736
Total liabilities and deferred levies	7,802,562	7,559,603
Net assets (deficiency)		
Internally restricted – Pub Bursary Fund	—	114,534
Internally restricted – Capital Fund	—	156,355
Invested in capital assets	18,417	35,076
Unrestricted	(191,458)	(323,620)
Total net assets (deficiency)	(173,041)	(17,655)
	7,629,521	7,541,948

See accompanying notes

On behalf of the Board:

President_____
Treasurer

STATEMENT OF CHANGES IN NET ASSETS

Year ended April 30

	Internally Restricted Pub Bursary Fund \$ [statement 5]	Internally Restricted Capital Fund \$ [statement 6]	Invested in Capital Assets \$	Unrestricted \$	Total \$
2000					
Excess of expenditures for the year	—	—	—	(155,386)	(155,386)
Amounts relating to internally restricted funds					
- Pub Bursary	(9,068)	(5,273)	—	14,341	—
Internal transfers	10,000	43,909	—	(53,909)	—
Amortization of assets purchased through Capital Fund	—	—	(16,173)	16,173	—
	932	38,636	(16,173)	(178,781)	(155,386)
Purchase of capital assets with unrestricted funds	—	—	236	(236)	—
Amortization	—	—	(722)	722	—
Increase (decrease) in net assets, during the year	932	38,636	(16,659)	(178,295)	(155,386)
Reversal of internally restricted funds [note 3]	(115,466)	(194,991)	—	310,457	—
Balance, beginning of year	114,534	156,355	35,076	(323,620)	(17,655)
Balance, end of year	—	—	18,417	(191,458)	(173,041)
1999					
Excess of expenditures for the year	—	—	—	(150,577)	(150,577)
Amounts relating to internally restricted funds					
- Pub Bursary	(6,340)	—	—	6,340	—
- Capital Fund	—	(1,511)	—	1,511	—
Internal transfers	10,000	46,071	—	(56,071)	—
Amortization of assets purchased through Capital Fund	—	—	(27,449)	27,449	—
	3,660	44,560	(27,449)	(171,348)	(150,577)
Purchase of capital assets with unrestricted funds	—	—	3,491	(3,491)	—
Amortization	—	—	(349)	349	—
Increase (decrease) in net assets, during the year	3,660	44,560	(24,307)	(174,490)	(150,577)
Balance, beginning of year	110,874	111,795	59,383	(149,130)	132,922
Balance, end of year	114,534	156,355	35,076	(323,620)	(17,655)

See accompanying notes

STATEMENT OF OPERATIONS

Year ended April 30

	2000 \$	1999 \$
REVENUES		
Activity fees	1,069,219	1,121,914
Retail services [schedule 1]	1,804,221	1,979,182
General office [schedule 2]	54,628	41,748
Rental revenue	14,901	24,982
Interest	1,302	16,692
Space expansion levies used to fund interest	142,270	170,628
Amortization of deferred levies	260,487	260,487
Total revenues	3,347,028	3,615,633
EXPENDITURES		
Retail services [schedule 1]	2,051,638	2,271,174
General office [schedule 2]	150,300	144,153
Legal aid clinic	12,597	23,256
Almanac	39,026	32,202
Women's Centre	48,837	46,670
Out on Campus	8,583	4,787
	2,310,981	2,522,242
Administration and activity expenditures [schedule 3]	681,717	695,683
Discretionary grants		
Committee for Departmental Student Unions	55,853	56,139
Club grants	19,475	21,066
	75,328	77,205
Student bursaries – Pub Bursary Fund	10,000	10,000
Capital Fund expenditures [statement 6]	5,458	2,516
Loan interest	142,270	170,628
Amortization – assets purchased through Space Expansion Fund	260,487	260,487
Amortization – assets purchased through Capital Fund	16,173	27,449
Total expenditures	3,502,414	3,766,210
Excess of expenditures for the year	(155,386)	(150,577)

See accompanying notes

STATEMENT OF CASH FLOWS

Year ended April 30

	2000 \$	1999 \$
OPERATING ACTIVITIES		
Excess of revenue (expenses) for the year	(155,386)	(150,577)
Items not involving cash		
Amortization of capital assets	277,381	288,285
Revenue from amortization of deferred capital contributions	(260,487)	(260,487)
Changes in non-cash working capital balances relating to operations		
Accounts receivable	22,364	123,329
Inventory	30,360	32,699
Prepaid expenses	(5,493)	1,234
Accounts payable and accruals	77,085	(143,312)
Deferred revenue	(72,280)	73,042
Cash used in operating activities	(86,456)	(35,787)
FINANCING ACTIVITIES		
Space Expansion Fund contributions	658,627	691,193
Interest earned in Space Expansion Fund	237	7,301
Expenses incurred through Space Expansion Fund	(17,952)	(11,622)
Loan interest paid through Space Expansion Fund	(142,270)	(170,628)
Cash provided by financing activities	498,642	516,244
INVESTING ACTIVITIES		
Purchases of capital assets	(236)	(3,491)
Cash used in investing activities	(236)	(3,491)
Increase in cash during year	411,950	476,966
Cash, beginning of year	956,948	479,982
Cash, end of year	1,368,898	956,948
Cash includes:		
Cash	199,101	128,793
Restricted cash and investments	—	174,716
Sinking Fund and cash restricted for loan payable	1,169,797	653,439
Cash, end of year	1,368,898	956,948

See accompanying notes

PUB BURSARY FUND
STATEMENT OF REVENUES, EXPENDITURES
AND INTERNALLY RESTRICTED NET ASSETS

Year ended April 30

	2000 \$	1999 \$
REVENUES		
Interest	932	3,660
Total revenues	932	3,660
EXPENDITURES		
Student bursaries	10,000	10,000
Total expenditures	10,000	10,000
Excess of expenditures for the year	(9,068)	(6,340)
Contribution from Operating Fund	10,000	10,000
Reversal of internal restriction [note 3]	(115,466)	—
Net assets – restricted, beginning of year	114,534	110,874
Net assets – restricted, end of year	—	114,534

See accompanying notes

CAPITAL FUND
STATEMENT OF REVENUES, EXPENDITURES
AND INTERNALLY RESTRICTED NET ASSETS

Year ended April 30

	2000 \$	1999 \$
REVENUES		
Interest	185	1,005
Total revenues	185	1,005
EXPENDITURES		
Bank charges	6	70
Photocopier lease	700	1,660
Repairs and maintenance and other	4,752	786
Total expenditures	5,458	2,516
Excess of expenditures for the year	(5,273)	(1,511)
Transfer from operating – annual allocation	43,909	46,071
Increase in restricted net assets for the year	38,636	44,560
Reversal of internal restriction [note 3]	(194,991)	—
Net assets – restricted, beginning of year	156,355	111,795
Net assets – restricted, end of year	—	156,355

See accompanying notes

SPACE EXPANSION FUND
STATEMENT OF RECEIPTS, DISBURSEMENTS
AND FUND BALANCE

Year ended April 30

	2000 \$	1999 \$
<hr/>		
RECEIPTS		
Member levy	658,627	691,193
Interest and other	237	7,301
Total revenues	658,864	698,494
<hr/>		
DISBURSEMENTS		
Sinking fund and restricted cash contributions	516,358	487,092
Loan interest paid	142,270	170,628
Legal fees	11,648	2,280
Painting and repairs	6,304	9,342
Total expenditures	676,580	669,342
<hr/>		
Increase (decrease) in fund for the year	(17,716)	29,152
Fund balance, beginning of year	77,368	48,216
Fund balance, end of year	59,652	77,368

See accompanying notes

NOTES TO FINANCIAL STATEMENTS

April 30, 2000

1. NATURE OF ORGANIZATION

The Simon Fraser Student Society (the "Society") is a registered non-profit organization incorporated in the province of British Columbia. The purposes of the Society are to work cooperatively to make student life at Simon Fraser University (the "University") easier and more fulfilling, to fight to make education accessible, and to provide low cost, student-friendly services to its members.

2. SIGNIFICANT ACCOUNTING POLICIES

The following is a summary of significant accounting policies used in the preparation of the financial statements:

Inventory

Inventory is valued at the lower of cost, determined on a first-in first-out basis, and net realizable value.

Capital Assets

Capital assets are amortized on a straight-line basis at the rates outlined in note 6.

Deferred Levies Relating to Capital Assets

As levies specified for capital purposes (and related investment income) are expended on building, renovation and equipment costs, they are transferred to deferred contributions relating to capital assets. These deferred contributions are taken into income as the related building, renovation and equipment costs are amortized. The portion that is applied to interest on the loan which was used to fund the building renovation and related costs is taken into income as the related interest is paid.

The deferred levies relating to capital assets are reduced by loan principal payments made from restricted levies.

Revenue Recognition

The Society follows the deferral method of revenue recognition and reports revenues on the accrual basis. Activity fees relating to future periods are deferred and taken into income in the period to which they relate.

NOTES TO FINANCIAL STATEMENTS

April 30, 2000

2. SIGNIFICANT ACCOUNTING POLICIES (CONT'D)

Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reported period. Actual results could differ from the estimates.

3. DESCRIPTION OF RESTRICTED FUNDS

The Society has established restricted funds for the following purposes.

Internally Restricted

- Pub Bursary Fund

In prior years, the Society internally restricted amounts to provide funding for the student bursary program as administered by the University. As the Society has had a net asset deficiency for the past two years, the internal restriction has been reversed.

- Capital Fund

In prior years, the Society internally restricted amounts to be used for capital acquisitions or additions and related costs. A portion of the student activity fees were restricted for the Capital Fund, at the discretion of Student Forum. As the Society has had a net asset deficiency for the past two years, the internal restriction has been reversed.

Externally Restricted

- Space Expansion Fund

The Space Expansion Fund was established for the construction of additional space for student activities and renovation of existing Society space, and related costs. The capital fee levy portion of student activity fees is designated for the Space Expansion Fund. The fund was originally used to pay for construction of additional space. It is currently used to pay the interest and sinking fund payments on the loan that financed the additional space and related costs.

NOTES TO FINANCIAL STATEMENTS

April 30, 2000

4. FINANCIAL INSTRUMENTS

The Society's financial instruments consist of cash, bonds, accounts receivable, accounts payable and accruals, and loans payable. It is management's opinion that the Society is not exposed to significant interest or credit risks from these financial instruments, except for the exposure to interest rate risk applicable to the loan payable described in note 7.

5. RESTRICTED CASH AND INVESTMENTS

	2000 \$	1999 \$
Pub Bursary Fund	—	114,477
Capital Fund	—	13,685
Space Expansion Fund	—	46,554
	—	174,716

6. CAPITAL ASSETS

		2000		1999	
	Rate	Cost \$	Accumulated Amortization \$	Net Book Value \$	Net Book Value \$
Space Expansion					
Development and construction	30 years	6,945,697	925,992	6,019,705	6,251,228
Equipment	5 years	28,444	22,756	5,688	11,377
Equipment - FBS	5 years	116,377	93,100	23,277	46,552
		7,090,518	1,041,848	6,048,670	6,309,157
Other Capital					
Computer and data processing equipment	4 years	111,877	103,766	8,111	18,119
Other equipment	5 years	39,393	31,743	7,650	13,815
		151,270	135,509	15,761	31,934
Food and Beverage					
Computer	5 years	3,315	948	2,367	2,771
Other equipment	5 years	412	123	289	371
		3,727	1,071	2,656	3,142
		7,245,515	1,178,428	6,067,087	6,344,233

NOTES TO FINANCIAL STATEMENTS

April 30, 2000

6. CAPITAL ASSETS (CONT'D)

Space expansion costs are recorded net of a \$1,000,000 contribution from the University.

Amortization is provided on a straight-line basis at the above noted rates.

The Society contributed the Space Expansion amounts towards the construction and development of the Society space, including the Maggie Benston Centre ("MBC"). The Society has a right to occupy a portion of the MBC pursuant to a 30-year lease with the University. Annual rent of \$1 plus the Society's share of operating costs are payable to the University for the term of the lease.

7. LOAN PAYABLE - SIMON FRASER UNIVERSITY

The Society's contribution towards the construction of the Maggie Benston Centre was funded, in part, through a loan arranged by the University.

The loan matures in June 2008. This loan bears interest at 6% per annum which is payable on a semi-annual basis in December and June of each year. The Society contributes \$430,058 annually (until 2003) to a sinking fund maintained by the University.

Capital fees received from members in excess of amounts required for interest and sinking fund payments are maintained in a separate, restricted account by the University. At April 30, amounts held in restricted accounts for the repayment of debt were as follows:

	2000 \$	1999 \$
Sinking fund	925,538	449,319
Other	244,259	204,120
	1,169,797	653,439

A capital fee levy of \$15 per full time student (\$7.50 part time) per semester is used to finance the Society's obligations under this agreement.

NOTES TO FINANCIAL STATEMENTS

April 30, 2000

8. DEFERRED LEVIES RELATING TO CAPITAL ASSETS

	2000 \$	1999 \$
Balance, beginning of year	3,733,736	3,507,131
Restricted levies used to fund sinking fund	516,357	487,092
	4,250,093	3,994,223
Amortization of deferred levies relating to capital assets	(260,487)	(260,487)
Balance, end of year	3,989,606	3,733,736

9. NON-DISCRETIONARY ALLOCATIONS

During the year, the Society collected fees on behalf of the following autonomous organizations:

	2000 \$	1999 \$
Simon Fraser Public Interest Research Group	131,726	138,212
Peak Publications Society	171,243	179,675
Canadian Federation of Students		
National	138,926	140,515
British Columbia	138,926	140,515
Simon Fraser Campus Radio Society (CJSF)	131,726	138,212
	712,547	737,129

As these fees are collected in trust on behalf of the other organizations, they are not included in the statement of operations.

10. COMMITMENTS

[a] Maggie Benston Centre

The Society is required to pay operating costs to the University for a portion of the space they occupy in the Maggie Benston Centre. Those costs are estimated at approximately \$160,000 per year.

[b] Lease Obligations

The Society is committed to photocopier lease and maintenance contracts of approximately \$85,000 per year to 2002.

NOTES TO FINANCIAL STATEMENTS

April 30, 2000

11. CONTINGENT LIABILITIES AND OTHER INFORMATION

- [a] The Society's Food and Beverage Services has outstanding letters of credit totalling \$14,000 [1999 - \$14,000] issued as security for purchases. Equivalent monies are to be maintained in the Capital Fund to fund this amount.
- [b] During the year, the Society accrued approximately \$66,000 [1999 - \$38,000] of operating costs in its Food and Beverage operations, which are currently in dispute. Total amounts in dispute at April 30, 2000 are \$134,000. These amounts have been accrued in the accounts of the Society. The Society contends that these costs are not the Society's responsibility under the operating lease with the University, and is currently reviewing the matter with the University.

12. UNCERTAINTY DUE TO THE YEAR 2000 ISSUE

The Year 2000 Issue arises because many computerized systems use two digits rather than four to identify a year. Date-sensitive systems may recognize the year 2000 as 1900 or some other date, resulting in errors when information using year 2000 dates is processed. In addition, similar problems may arise in some systems which use certain dates in 1999 to represent something other than a date.

Although the change in date has occurred, it is not possible to conclude that all aspects of the Year 2000 Issue that may affect the Society, including those related to customers, suppliers, or other third parties, have been fully resolved.

13. COMPARATIVE FIGURES

Certain prior year's comparative figures have been reclassified where necessary to conform to current year's presentation.

RETAIL SERVICES SCHEDULE OF REVENUES AND EXPENDITURES

Year ended April 30

	Bookstore and Printing \$ <i>[schedule 4]</i>	Food and Beverage \$ <i>[schedule 5]</i>	Total \$
2000			
Revenues			
Sales	519,568	1,227,706	1,747,274
Other income	5,987	50,960	56,947
Total revenues	525,555	1,278,666	1,804,221
Expenditures			
Cost of sales	372,367	492,288	864,655
Direct expenses	—	660,178	660,178
Other expenses	243,143	283,662	526,805
Total expenditures	615,510	1,436,128	2,051,638
Excess of expenditures for the year	(89,955)	(157,462)	(247,417)
1999			
Revenues			
Sales	612,218	1,304,245	1,916,463
Other income	8,829	53,890	62,719
Total revenues	621,047	1,358,135	1,979,182
Expenditures			
Cost of sales	293,495	542,631	836,126
Direct expenses	—	780,493	780,493
Other expenses	390,724	263,831	654,555
Total expenditures	684,219	1,586,955	2,271,174
Excess of expenditures for the year	(63,172)	(228,820)	(291,992)

**GENERAL OFFICE
SCHEDULE OF REVENUES AND EXPENDITURES**

Year ended April 30

	2000 \$	1999 \$
Revenues		
Craft Fair	4,842	3,349
Conference room rental	1,520	847
Vendor permits, net of SFU food bank donations	42,926	32,149
Other	5,340	5,403
	<u>54,628</u>	<u>41,748</u>
Expenditures		
Bad debts	6,381	—
Film night (net)	1,303	1,530
Copying	595	924
Craft Fair	1,820	2,437
Equipment maintenance and repair	138	300
Office supplies and other	3,475	5,116
Operating costs	8,395	5,291
Telephone and fax	1,162	958
Wages and benefits	127,031	127,597
	<u>150,300</u>	<u>144,153</u>
Excess of expenditures for the year	<u>(95,672)</u>	<u>(102,405)</u>

ADMINISTRATION AND ACTIVITY SCHEDULE OF EXPENDITURES

Year ended April 30

	2000 \$	1999 \$
Administration and financial office		
Professional fees	12,921	14,634
Insurance	16,338	16,345
Office and other	16,451	19,259
Bad debts	—	2,375
Wages and benefits	129,783	152,529
	175,493	205,142
Forum allocations		
Activity days and events	27,465	16,513
Elections	14,411	11,836
SFU Food Bank	—	4,000
Forum packages	2,949	3,107
Legal services	6,448	5,379
Negotiations	5,642	4,276
Night Line	4,750	4,750
Donations	236	702
SCESS (Kamloops Students Society)	2,770	4,447
Stipends	126,060	92,490
Travel and conference	5,436	11,509
W.U.S.C. student sponsorship	1,000	2,862
Office printing and other	11,753	11,727
	208,920	173,598
Advocacy and representation		
Student Unions Field Work office	64,867	73,035
Ombuds office	50,383	58,183
Resource office	99,180	95,375
University Relations office	50,213	61,277
Graduate Issues committee	32,661	29,073
	297,304	316,943
Total administration and activity expenditures	681,717	695,683

**BOOKSTORE AND PRINTSHOP
SCHEDULE OF REVENUES AND EXPENDITURES**

Year ended April 30

	2000 \$	1999 \$
Revenues		
General	124,385	146,471
Book buybacks	236,605	254,283
Copying	120,020	161,481
Other printing	38,558	49,983
	<u>519,568</u>	<u>612,218</u>
Cost of sales		
General	95,266	115,549
Book buybacks	169,141	177,946
Copying	107,960	107,521
	<u>372,367</u>	<u>401,016</u>
Gross profit	147,201	211,202
Transit and postage (net)	5,987	8,829
	<u>153,188</u>	<u>220,031</u>
Expenditures		
Office and administration	9,460	10,345
Printing supplies	16,776	13,917
Bank charges and interest	9,419	8,203
Other	1,768	2,480
Operating costs	5,843	5,989
Telephone	1,457	1,612
Wages and employee benefits	198,420	240,657
	<u>243,143</u>	<u>283,203</u>
Excess of expenditures for the year	(89,955)	(63,172)

**FOOD AND BEVERAGE SERVICES
SCHEDULE OF REVENUES AND EXPENDITURES**

Year ended April 30

	2000 \$	1999 \$
Revenues [schedule 6]	1,227,706	1,304,245
Cost of sales [schedule 6]	492,288	542,631
Gross profit	735,418	761,614
Direct expenses [schedule 6]	660,178	780,493
	75,240	(18,879)
Other revenues		
Arcade and vending machines	26,771	37,970
Admissions	24,189	15,920
	50,960	53,890
	126,200	35,011
Expenditures		
Accounting	—	8,285
Administration and office	6,186	8,383
Advertising	2,618	10,528
Amortization	722	349
Bank charges	10,615	12,107
Building repairs and maintenance	14,116	27,119
Consulting	13,443	9,150
Entertainment	58,991	56,849
Equipment lease	14,826	9,825
Insurance	18,823	11,917
Operating costs	132,709	107,314
Professional fees	10,613	2,005
Total expenditures	283,662	263,831
Excess of expenditures for the year	(157,462)	(228,820)

**FOOD AND BEVERAGE SERVICES
SCHEDULE OF REVENUES, COST OF SALES AND
DIRECT EXPENSES**

Year ended April 30

	2000 \$	1999 \$
Revenues		
Beverages	370,843	391,132
Food	856,863	913,113
	1,227,706	1,304,245
Cost of sales		
Beverages	151,375	155,063
Food	340,913	387,568
	492,288	542,631
Direct expenses		
Restaurant and bar supplies	47,578	72,196
Wages and employee benefits - management	101,319	172,390
- other	511,281	535,907
	660,178	780,493

SIMON FRASER STUDENT SOCIETY							
	page						
	ref	2000	1999	2000 budget	+/-	% var	
SUMMARY OF FISCAL 2000 OPERATIONS							
Revenues							
Activity fees - net	4	1,069,219	1,121,914	1,058,860	10,359	0.98%	
Interest (excluding pub and capital)	4	185	12,027	3,000	(2,815)	-93.83%	
MBC Rent (net of alloc to Pub Bursary)	4	4,901	14,982	14,978	(10,077)	-67.28%	
Capital fund allocation	3	(43,909)	(46,071)	(43,634)	(275)	0.63%	
General office (net)	16	(95,672)	(102,405)	(90,520)	(5,152)	5.69%	
		0	0	0	0		
net revenues		934,724	1,000,447	942,684	(7,960)	-0.84%	
Expenditures							
Operating costs							
Admin and Financial Office	17	175,493	205,142	220,149	(44,656)	-20.28%	
Forum Allocations (173598-4447)	17	208,920	169,151	222,477	(13,557)	-6.09%	
Student Union fieldwork Office	17	64,867	73,035	68,452	(3,585)	-5.24%	
Ombuds Office	17	50,383	58,183	58,428	(8,045)	-13.77%	
Resource Office	17	99,180	95,375	90,271	8,909	9.87%	
University Relations Field Work	17	50,213	61,277	58,960	(8,747)	-14.84%	
Graduate Issues Committee	17	32,661	29,073	39,575	(6,914)	-17.47%	
Other expenditures							
Legal Clinic	4	12,597	23,256	11,628	969	8.33%	
Women's centre	4	48,837	46,670	49,201	(364)	-0.74%	
Out on campus	4	8,583	4,787	9,605	(1,022)	-10.64%	
CDSU core grants	4	55,853	56,139	52,875	2,978	5.63%	
Club grants	4	19,475	21,066	20,400	(925)	-4.53%	
Communications	4	39,026	32,202	33,796	5,230	15.48%	
SCESS Kamloops		0	4,447	0	0		
Total expenditures		866,088	879,803	935,817	(69,729)	-7.45%	
Change in unrestricted net assets before retail operations		68,636	120,644	6,867	61,769		
Food and Beverage	19	(157,462)	(228,820)	0	(157,462)		
Bookstore and printshop	18	(89,955)	(63,172)	(3,719)	(86,236)	2318.80%	
Change in unrestricted net assets effect of asset buys through FBS		(178,781)	(171,348)	3,148			
net assets, beginning of year		486	(3,142)				
		(323,620)	(149,130)				
		(501,915)	(323,620)	3,148			
transfer capital fund		194,991					
transfer pub bursary		115,466					
net assets, end of year		(191,458)	(323,620)				

SIMON FRASER STUDENT SOCIETY

STUDENT UNION RESOURCE OFFICE

Report to the Annual General Meeting

Departmental Student Union Organizing

- Ended up the 97-98 year with 38 organized departmental student unions, of which 23 or slightly better than 60% were active throughout most of the year.
- New Union last year: Asia-Canada Studies.

Staffing

One permanent, full time Fieldworker @ 35 hrs/week

One temporary Student Union Organizer @ 10 hrs/week (97-2) and 15 hrs/week (97-3 and 98-1)

Funding Allocations Made by CDSU and the Fieldworker's Office

- *Total Funding administered by CDSU and the Student Union Fieldworker.*

Total overall budget allocations: \$57, 035.00.

	% OF SFSS FUNDING	% SFU ENROLLMENT/FACULTY
49.9%	Arts Faculty Unions and Caucuses	47.5%
22.2%	Applied Science Faculty	14.0%
13.6%	Science Faculty	17.2%
11.0%	Faculty of Business	10.0%
3.3%	Faculty of Education	11.3%

- *Grants*

From a combined grants budget of \$38,500:

\$39,552.00 was allocated to 47 different Student Unions and Grad Caucuses.

Of this total, \$17,948.00 (45.4% of the Grant total) was approved for Travel and Conference subsidy to approximately 200 students. One reason for the high demand on SFSS subsidies of this sort is the University has cut funding drastically for Graduate students for conference attendance, so the SFSS is seeing more requests for support from departmental unions and their caucuses as a result. However, grad and Undergrad demand on SFSS funds for this item is virtually equivalent overall.

Contributions of two \$1000 grants were approved by CDSU in the interests of benefiting students directly, over the years to come. One went to an Endowment fund established by the Engineering Undergrad Student Society, and the other to the Computing Science Student Society's Kaz Memorial Scholarship. Both funds are administered by SFU, with input from the student unions in question.

- *Core*

From a core budget of \$13,000:

\$13,485.00 was allocated to 52 Departmental Student Unions and Graduate Caucuses. The \$200/semester (\$600/year) core budget allocation was only fully used by 3 student unions.

Stream-lining Reimbursements to Student Unions

- Core expenditures under \$50 have been directly reimbursed through the General Office since September, 1997. This has cut out the time it used to take to get a cheque sent out to cover them.

- Expansion of the Fieldworker's authority for approving grant requests up to \$500, and for approving routine constitutional amendments -- both of which save student unions time -- were proposed in 98--1 and implemented in 98-2.
- Restructuring proposals for reducing the size of the Committee for Departmental Student Unions were generated in 98-1 by Fieldworking staff and CDSU, and put into effect in 98-2, with the intention of making the committee more efficient, thereby reducing waiting time for Student Unions that need an SFSS response to plans they've made for the semester.

Special Events organized through the SURO

In the past year, efforts were made to bring student unions together to host events, get to know each other, share experience, and support SFSS initiatives beyond the special events of which they were a part. The Student Union Organiser's time was very much taken up particularly with the summer and fall events, leaving departmental organising a little short. However, the SFSS, through these joint social events, attracted more interest at both departmental union levels and in the organisation itself.

- **97-2**
Joint student union pub night at the Highland Pub in July, door prizes and band: about 200 participants.
- **97-3**
Joint student union and SFSS clubs Sports Day and pub night in early October: about 250 participants, lots of prizes, food and fun.
- **98-1**
Beer Garden and live SFU student bands at the Atrium Cafe in March: over 300 attended, ate free food, and heard music made by our own students.

Though not organised through the SURO, the SFSS, through CDSU, supported and assisted with the first two Computing Science Job/Technology fairs in 97-3 and 98-1. Both were very successful events and examples of how professional student organisers can be.

Production of Information Resources

- *CDSU-sponsored Information Seminars*: The Fieldworker and the Organiser conducted two hour workshops for any interested student early in both the Fall and Spring terms. Representatives from all student unions and Grad Caucuses were invited to come and learn about SFSS policy and procedures, and to share information with members of other student unions in attendance. Each successive seminar has seen a greater number of representatives turn out. SURO staff plan on hosting these seminars regularly in the second week of every semester.

Production of How-To and Student Union Organising Information Sheets: A package of information sheets was prepared over the year, and finalized in 98-3. Rather than revise and reproduce the Student Union Manual (late '80's first version and reissued twice since then), we decided to have info sheets that we could hand out to people based on the most typical things we're asked for, e.g.: Forum rep requirements, amending constitutions, running meetings; and on things that would help make a student union executive's job a little easier, e.g.: event organizing, fund-raising, SFSS funding policies.

Electronic Mail-outs: SURO staff have used student union contacts over e-mail to let students know about some SFSS and CDSU-related requests, events or policies--the use of this sort of communication has been very carefully considered because of the sometimes volatile nature of the e-mail-receiving public! but it has been very effective in getting the word out.

Student Union-Grad Caucus joint organisation drives: Again, another initiative raised in 98-1 and now in effect: SURO staff are working in tandem with the Grad Caucus Organiser to get Caucuses more involved in their departmental unions, and to encourage better communication between the two groups.

Student Union Resource Work

Most of the work we do is person-to-person: we meet and talk to a lot of students every day. We try to provide communication links through e-mail and special meetings between different student unions. We also push a lot of paper to ensure that records are kept, letters are written, and money is paid.

The day-to-day support work offered by the office includes:

- Providing information and advice re: student union organising and operations.
- Processing funding applications and allocations.
- Assisting with setting up student union meetings.
- Keeping track of Union and Caucus contacts, and executive committees personnel.
- Liaising with Departmental and Faculty office staff and administrators over space allocations, and student union organising.
- Providing resource support to the Committee for Departmental Student Unions.
- Facilitating student union banking requirements.
- Trouble-shooting at all levels within departments and within student unions.
- Doing all we can to help a student union get things done.

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Victories & Challenges

Dear Members,

Welcome to the Annual General Meeting of the Simon Fraser Student Society. Our guest Chair for this year's AGM is Anita Zaenker, the Chair of the BC Canadian Federation of Students. The main task before you, the general members of the Society, is to approve the financial statements of your Society.

The Executive members of the Society are also pleased to present you with this overview of all the Society activities which occurred between May, 1999 and April, 2000. The report describes everything from the high profile ACCESS 2000 campaign to campus community events such as the search for a new SFU President and the Freedom Square Liberation Party. As you can see, 1999-2000 was jammed packed with Student Society initiatives and activities which were largely quite successful.

The year ahead will also have its challenges. Between the federal election in November and provincial election sometime in the Spring, the Society and all of its members must push the issues and the often dire circumstances of post-secondary education back onto the radar screen of the Canadian public and all of its political parties. Canada must invest in its future now, and higher education holds the key to that future. As His Excellency John Raulston Saul declared to our graduating class of 2000 on October 5th, accessible public post-secondary education releases "the genius of the citizenry as a whole ... and that genius, that collective unconscious is the key to a successful democracy." These are the ultimate principles and goals towards which your Student Society works. Please continue to join us in that work.

In solidarity,

The Executive Committee

1999/00 Forum Reps

Executive Officers

President David Crossley
Treasurer Jean Manktelow/Angela Hold
Internal Relations Officer Audrey Wang
External Rel. Off. Marki Sellers/Paria Didehban
University Relations Off. Adam Rudder
Graduate Issues Officer Gordon Roe
Interim Graduate Issues Chair Terri LaCourse

Department Representatives

Archaeology
Michael Reid 05.26.99

Biological Sciences
Leon Poznanski 05.01.99

Business Administration
Peter Sie 05.01.99
Allan Spence 12.01.99
David Yau 05.01.99
Bryan To 05.01.99

Chemistry/BioChemistry
Frank Bonvino 10.20.99
Derek Tsui 05.01.99

Cognitive Science
Toby Chow 06.16.99

Communications
Katharine Nieman 12.01.99
Garth Yule 05.26.99

Computing Science
Christopher Steinbach 05.01.99

Criminology
Adam Barnes 02.16.00
Jacquie Comeau 10.20.99

Dance
Amber Pikula 01.27.00

Economics
Ioannis Panago 05.01.99
Jason Yamashita 02.16.00

Earth Science
Devin Gallant 05.01.99

Engineering Sciences
Rob Trost 05.01.99
Paul Gurney 05.26.99

English
Alexandra Krakus 02.16.00

Film:
Mac Runyawa 01.19.00
John Crawford 05.01.99

French
Marc Banzet 10.20.99

Geography
James Fletcher 05.01.99

Gerontology
Georgia Livadiotakis 10.20.99

History
Mike Matthews 05.01.99

Humanities
Caralyn Tansey 02.16.00

Institute of Molecular Biology and Biochemistry
Jim Stewart 05.26.99

Kinesiology
Steven Yeung 10.20.99

Latin American Studies
Veronika Miralles-Sanchez 01.19.00
Tania Aguila 05.26.99

Management & Systems Science
Greg Holubowicz 11.17.99

Mathematics and Statistics
Jed Brewer 11.03.99
Erin Fitzpatrick 05.01.99

Philosophy
Pavel Reid 05.01.99

Physics
Arpal Dosanjh 05.01.99

Political Science
Sarah Kanakos 12.01.99
Paria Didehban 05.01.99

Theatre and Music
Tanya Kozak 02.16.00

Visual Arts
Devon Larsen 05.01.99

Women's Studies
Angela Hold 05.01.99
Laura Schechter 10.20.99

1999 AGM Minutes

Annual General Meeting October 27, 1999

Attendance: Dave Crossley, President; Audrey Wang, Internal Relations Officer; Angela Hold, Treasurer; Adam Rudder, University Relations Officer; Gordon Roe, Graduate Issues Officer; Mike Reid, Archaeology; Leon Poznanski, Biological Sciences; Bryan Shek Yan To, Business Administration; David Yau, Business Administration; Frank Bonvino, Chemistry/Biochemistry; Toby Chow, Cognitive Science; Chris Steinbach, Computing Science; Jacquie Comeau, Criminology; Rob Trost, Engineering Sciences; Marc Banzet, French; James Fletcher, Geography; Georgia Livadiotakis, Gerontology; Steven Yeung, Kinesiology; Arpal Dosanjh, Physics; Paria Didehban, Political Sciences; Devon Larsen, Visual Arts; Laura Schechter, Women's Studies.

Absent: Devin Gallant, Earth Sciences; John Panago, Economics; Vivian Lee, English; John Crawford, Fine and Performing Arts; Mike Matthews, History; Heather Warren, IMBB;

Students At Large: Caroline Hickton, Communications.

Guests: Charlie Miller, Auditor; Brooke Larsen, The Peak.

Staff: Jerome Francis, Ombudsperson (student); Michelle Bogdan, Administrative Assistant; Cailey Crawford, Resource Coordinator; Scott Perchall, Resource Coordinator; Mike Mancinelli, University Relations Fieldworker; Laurine Harrison, Ombudsperson (staff); Lynn Thorogood, General Officer Coordinator; Jen Bradd, Out on Campus Coordinator; Hattie Aitken, Student Union Fieldworker.

1. Call to Order

Veerkamp called the meeting to order at 4:55pm.

2. Appointment of the Chair

Reid/Larsen

M/S/C

To appoint Mark Veerkamp as chair of the SFSS 1998/99 Annual General Meeting.

3. Adoption of the Agenda

Yau/Fletcher

M/S/C

To adopt the agenda as presented.

4. Adoption of the Minutes

Didehban/Poznanski

To adopt the SFSS Annual General Meeting Minutes of October 1, 1998.

5. Forum Report

Fletcher/Didehban

M/S/C

To adopt the 1998/99 SFSS Forum Report as presented.

1999 AGM Minutes

6. Treasurer's Report

Banzet/Larsen

M/S/C

To adopt the 1998/99 Treasurer's Report as presented.

Hold presented the report. There were no questions.

7. Auditor's Report

Didehban/Hold

M/S/C

To accept the 1998/99 Auditor's Report as presented.

Miller stated that it was his unqualified opinion that the financial statements reflected the activity for the 1998/99 fiscal year. Miller quoted the financial statements saying that in the opinion of Tompkins, Wozny and Co.:

"these financial statements present fairly, in all material respects, the financial position of the Society as of April 30, 1999 and the results of its operations and the changes in its financial position for the year then ended in accordance with generally accepted accounting principles. As required by the British Columbia Society Act, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year."

Miller thanked the Executive Committee and the Finance Office for working hard to meet tight deadlines. There were no questions.

8. Appointment of the Auditors

Hold/Crossley

M/S/C

To appoint Tompkins, Wozny and Co. to be the SFSS Auditors for the 1999/00 fiscal year.

9. Announcements

There were no announcements.

10. Adjournment

Poznanski/Banzet

M/S/C

To adjourn.

RO:srk
SFSS/AGM99/00
cupe 2396

Campaigns and Government Relations

The Wider Community

ACCESS 2000

SFU students continued to have strong representation in their provincial and national student organization, the Canadian Federation of Students. Delegates were sent to both national and provincial general meetings during the year. Work throughout the year focused around ACCESS 2000, the year-long Campaign for Higher Education, aimed at improving Canada's post-secondary education system and bringing about a universally accessible, high quality, public post secondary education system. The campaign was launched in 1999 and continued into 2000.

The primary goals of the campaign were: to restore the billions of dollars in federal funding that have been cut from post-secondary education since 1993; the reduction of tuition and other user fees at Canadian post-secondary institutions; the replacement of student loans with a national system of grants for students; and the implementation of nation-wide standards for quality, accessibility and transferability in post-secondary education.

There were many activities related to the ACCESS 2000 Campaign at SFU and across British Columbia and Canada throughout the year. Information displays, brochures, newsletters and other materials were distributed around campus and across the community. In addition information tables, classroom speaking and meetings with different campus groups occurred to raise awareness about the campaign and its goals, and to get students and members of the community involved.

Many groups provided support and assistance to the campaign and its goals: CJSF Radio, the Canadian Union of Public Employees, the Teaching and Support Staff Union, SF PIRG, the SFU Faculty Association, as well as many other student groups at SFU. This cooperation greatly contributed to the campaign's success at SFU.

A major component of the ACCESS 2000 campaign was a nation-wide petition to the federal government calling for the implementation of the campaign's major goals. Student Society Executive members, Forum representatives, staff, students, and volunteers from our partner groups and organizations worked throughout the year distributing the petition, and getting thousands of signatures. The petition was not only distributed on campus, but also in the community at large. The Student Society was involved, along with other members of the Federation, in setting up information tables in the wider Vancouver community to raise awareness about the campaign and get petitions signed.

The major event of the ACCESS 2000 campaign was a nation-wide day of action and student strike on February 2nd, 2000. Thousands of students from universities, colleges and other post-secondary institutions across Canada walked out in protest, to draw attention to higher education issues as highlighted by the ACCESS 2000 campaign. Hundreds of students from SFU joined others from across the lower mainland at a rally held at the Vancouver Art Gallery. Following speeches at the rally, thousands marched through the streets of downtown Vancouver to a wrap-up political and musical event at the Plaza of Nations.

At SFU, members of the Student Society Executive, Forum, and other volunteers worked to organize students to participate in the February 2nd events - through classroom speaks, petitioning, additional meetings across campus, and literature distribution. The Student Society Treasurer Angela Hold, along with other volunteers, played a key role in organizing

Forum Report

and preparing the February 2nd events at SFU.

The focal point of the events at SFU that week was a large walk-through fenced *Education Maze* in the main convocation mall. This maze, spearheaded by Student Society President Dave Crossley, was designed and set up to highlight the many barriers and obstacles students in post-secondary institutions face, including tuition costs, student loan debt, lack of resources at institutions, and so forth. The maze also provided information about the ACCESS 2000 campaign and its goals. The maze was set-up for three days prior to and including February 2nd, and was visited by several hundred students.

The ACCESS 2000 campaign and the activities of February 2nd successfully raised awareness both in the media and in the community around the important issues facing post-secondary students and institutions. Members of the Student Society played an important role in the campaign's success.

The Campus Community

Organic Farmer's Market

The Society was approached last year with the idea of establishing a Organic Farmer's Market on campus. The Society engaged in discussions with the interested parties, external vendors, and the University and, in early spring, Forum resolved to establish and administer the market. Treasurer Angela Hold took responsibility for coordinating the initial work in putting forth the proposed initiative. At year-end, negotiations regarding location and other logistical details were ongoing.

Forum Speaker Series

Several speakers and guests attended meetings of Forum throughout the year. These included SFU President Dr. Jack Blaney, who spoke with Forum about his desire to create a new mission statement for the University, the challenges facing SFU and other Canadian post-secondary institutions, and other issues. Dr. Blaney was questioned about the lack of quality space for SFU's Contemporary Arts' department, the protection of SFU's tutorial system, and the need for cooperation on issues of importance to universities, such as government funding and support.

Other speakers included Mark Veerkamp, chair of the Canadian Federation of Students B.C. component, who spoke about the ACCESS 2000 Campaign; Dean of Student Services Ron Heath, who spoke about campus service issues; and the Presidential Search Committee, who met with Forum to receive input on the search for a new President for SFU.

CUPE 3338 - University Dispute

In late January 2000, ongoing contract negotiations between SFU and CUPE 3338, which represents the many support staff at SFU, resulted in the union having to contemplate job action which could have impacted the campus community. The Student Society contacted CUPE 3338 and gave its full support to their efforts to resolve the issues in a fair and equitable manner and also worked to inform students of the issues and possible job action. The union implemented several information pickets around campus to provide information about the issues. The negotiations were successfully resolved and no further job action occurred.

Peak Newspaper Archives

Early in the year the Peak newspaper, in cooperation with SFU Archives, completed the archiving of all back-issues of the Peak newspaper on micro-film. This project was

Forum Report

coordinated by Mat X and SFU Archivist Frances Fournier. The Student Society provided a \$300 donation to help fund the \$6000 project. The preservation of the Peak's history was celebrated with an event hosted by SFU Archives, and attended by current and former 'Peakies', as well as members of the campus community, including Student Society president Dave Crossley. The completion of this project now ensures that a permanent history of SFU's student newspaper, and thereby student activities and campus life, is available at SFU.

Presidential Search Committee

Beginning in September, 1999, SFU launched a search for a new President for the University to replace Dr. Jack Blaney, who will be stepping down at the beginning of December, 2000. A search committee was struck to undertake this large and important task. Students were represented on this committee by several elected student representatives, including Audrey Wang (Student Society Internal Relations Officer), Paria Didehban (Student Society External Relations Officer and SFU Board of Governors member), and Terri Lacourse (Student Society Graduate Issues committee member). In addition, Student Society President Dave Crossley served on the committee as the Society's official representative. The committee was further made up of University staff, faculty, administration and alumni representatives. The committee was chaired by Mr. Bill Roe, a member of SFU's Board of Governors.

The committee met throughout the fall, with the assistance of a search consultant, establishing selection criteria and generating various documents to guide in the search. There was consultation with the campus community through public and one on one meetings and email. This included meetings with the Student Society Forum and Graduate Issues committee.

Towards the end of the fall and into the Spring of 2000, as applications came in, the committee went through a series of short-listing exercises to narrow the search down. Eventually the search was narrowed to four candidates who were interviewed extensively by the committee. Eventually the committee reached consensus on the selection of Dr. Michael Stevenson, who was the VP Academic at York University. Dr. Stevenson came across as a strong advocate for public post-secondary education, a capable administrator and someone who was very aware of the many challenging issues facing students. Dr. Stevenson begins his term as SFU's President on December 1, 2000. All student representatives played an important role, working extensively through the eight month process ensuring student issues and concerns were included in the search.

Departure of VP Academic David Gagan

In June of 1999 it was suddenly announced that Dr. David Gagan was leaving his position as VP Academic prior to the end of his term. There were few details about his departure provided, but it appeared that he had been asked to leave and had come to some agreement with the University to do so.

Gagan was a lightning rod for student concerns at SFU since his controversial demand for an end to the tuition freeze, which was published in a cover story by *SF News* the previous year. This resulted in the Student Society organizing a protest event at which a bulls-eye with Gagan's photo at its centre was pined by students who were expressing their anger at Gagan's demand to end the tuition freeze. The freeze has benefited students by making their education more affordable and accessible. Dr. J. Munro was appointed pro-tem (temporarily) to replace Dr. Gagan as VP Academic.

Vice-President Academic Search Committee

A search for a new Vice-President Academic began this past year, to replace Dr. J. Munro,

who himself was serving as a temporary replacement for Dr. David Gagan, who left in June, 1999, prior to the end of his term. A search committee, chaired by SFU President Dr. Jack Blaney, was struck and included staff, faculty, administration and alumni representatives. The Student Society was represented on the committee by President Dave Crossley. In addition, there were two other student representatives on the committee, Melita Irving, a graduate student, and Jaideep Gupte, an undergraduate student.

With the help of a search consultant the committee had set criteria, and narrowed the search down to a shortlist of candidates by April, 2000. The selection was expected to be complete by early summer 2000.

Chief Information Officer Search Committee

During the year the University launched a search for a Chief Information Officer, a new position designed to oversee issues of information management and technology at SFU. Student Society Graduate Issues Officer Gordon Roe served on the search committee. Unfortunately the search committee failed to find and select a candidate for this position. No further developments on this process occurred during the year.

Membership Outreach & Organizing

University 101

In the fall of 1999, the Society began the process of looking into the development of a University 101 programme at SFU. The program, inspired by the Humanities 101 project at UBC and other institutions across North America, would provide free post-secondary courses to people traditionally excluded from university or college education due to a number of systematic barriers.

A working group was set up to undertake the work of researching the initiative and developing a proposal for its implementation at SFU. University Relations Officer Adam Rudder, Graduate Issues Officer Gordon Roe and Treasurer Angela Hold coordinated the work. Society members attended meetings with representatives from UBC, the University administration, faculty and community organisations to seek input and support for the programme.

Freedom Square Liberation Party (Summer 1999)

In the summer of 1999 the Student Union Resource office organized a summer beverage garden and barbeque event centered around the activist history of SFU and, in particular, the importance of Freedom Square (the square to the east of the covered convocation mall) as a central place in SFU's history of student organizing and activism. The Freedom Square Liberation Party was organized by the Student Society's Student Union Resource office and several department Student Unions across campus. The event was a popular and welcome break during the summer semester, attracting many students.

Student Union Mobilization Project

The Student Society's Student Union Resource office and the Student Society University Relations Officer Adam Rudder had many consultative meetings with several different departmental Student Unions across campus through the summer of 1999 to talk about the Student Society's activities, services, and structures, and to receive feedback on various issues. The project was well received by many Student Unions, and generated a comprehensive report full of suggestions and ideas which can help inform future work and activities of the Student Society.

Forum Report

United Way Campaign

The Student Society again participated in the fall United Way campaign at SFU. A United Way fundraiser Pub Night was held in October to help raise funds to donate for the campaign. The Society raised over \$300 for the United Way, which was directed to social service groups working in Vancouver's downtown eastside.

U-Pass (Universal Transportation Pass)

The Student Society's Advocacy committee continued to investigate the issue of working towards implementing a universal transportation pass for all SFU students, similar to that implemented at the University of Victoria, and at other institutions in North America. Members of the committee's U-Pass working group attended a conference at UBC on the issue, and had various meetings with TransLink officials, and representatives of the Burnaby Mountain Community Corporation. The project will continue to be a long-term issue at SFU.

Burnaby Mountain Development

The Student Society, and other interested students and members of the SFU community continued to follow the progress of the proposed development of the campus lands inside the ring-road into a 10,000 resident community. Concerns continued to persist about the lack of commitment to student housing, services for students, and concerns regarding environmental issues. A particular concern is the proposed development of the research forest on the south-slope of the campus lands, which is utilized by biological sciences and other departments regularly for teaching and learning activities. A petition signed by many students regarding this issue was forwarded to the Burnaby Mountain Community Corporation, SFU's subsidiary corporation which is implementing the development.

Students are represented on the Corporations board of directors by Student Society President Dave Crossley. In addition, students and other community groups are represented on the Burnaby Mountain Community Corporation Advisory Committee. This issue will continue to be a significant one at SFU in the coming years.

Diversity

The Society participated with other representatives of the university community in a diversity working group, which would highlight and work on diversity issues at SFU. Student Society Internal Relations Officer Audrey Wang, and University Relations Officer Adam Rudder were among its participants. The working group began its work by developing a mission statement for its work.

Shrum Bowl

The annual Shrum Bowl between SFU's and UBC's varsity football teams took place in October, 1999. Student Society President Dave Crossley and Internal Relations Officer Audrey Wang, along with some Forum representatives and thousands of SFU students and supporters, attended the Oct. 2nd game, held at Swangard stadium. SFU defeated UBC 41-14.

THE OMBUDS OFFICE AT SFU

Ombudsperson (Student) Year End Report 1999

The following categories will be used to report on my work in the Ombuds Office: Case Work, which refers to cases brought to the Office which I work on independently or with Laurine Harrison; Office Administration, which relates to office management and bureaucracy; Policy Analysis, which includes analyzing and offering suggestions for SFSS and University policies, procedures, and regulations; and, External, which refers to contacts outside of the SFSS and University.

I. Case Work

The case types that I have worked on over the last year have varied significantly. The following chart illustrates the case types that I have dealt with either independently or with Laurine Harrison, Ombudsperson (Staff).

Type of Case	Total Cases
Departmental Discipline	3
SFU Services	6
SFSS	6
Registrar (Appeals and Complaints)	17
Financial	1
Grade Reconsideration	12
Program Entry or Withdrawal	18
Residence Appeal	5
Complaints (Harassment, Teaching and Services)	8
Off Campus Concern	3
Other	14
Total	93

Cases - Ombudsperson (Student) 1999

As the chart indicates the most recurring types of cases have been issues related to program entry or withdrawal, grade reconsideration and decisions made by the Registrar's Office. Many of the cases were purely informational and required few resources of the Office. There were, however, cases that required a lot of work in meeting with the student involved, studying the policy and conferencing with the Ombudsperson (Staff) Laurine Harrison in determining an appropriate course of action.

can provide more information on the web. It is important to consider that if information was to be presented on the web additional person hours must be given to the Office. Currently in the Office, all casework takes precedence over other activities as was mentioned above. With the current allocation of hours between the Ombudspersons, there does not leave enough time to be devoted to the creation, implementation and maintenance of a website. Therefore, it would be necessary to allocate additional hours to the Office so that promotional activities such as the website can be accomplished.

Ombuds Office Coordinating Committee

It was a great experience serving on this committee, both in terms of our regular meetings and when the selection of the 2000 Ombudsperson (Student) took place. I believe that monthly meetings are a great idea, as it allows a representative from Forum, a representative from the Executive, and both Ombudspersons to discuss the many dimensions of the relationship of the Office to the Student Society. I would like to extend a big thank-you to Laurine Harrison, Bevin Worton, Scott Byhre, Audrey Wang and Michael Reid for being such wonderful members of the Committee!

3. Policy Analysis

Not as much time as I would have liked was spent on policy analysis. It seems as though this area of the position was often put aside when increased demands were made by the casework.

Suggestions for Policies T10.01 - T10.04

Laurine Harrison and I spent a great deal reviewing and discussing the changes to these policies. From our discussion, Laurine Harrison submitted a list of recommended changes to the policy to better ensure the principles of fairness and due process were fully incorporated into the policy. Many of the changes presented were reflected in the final draft that was presented to Senate.

Grade Appeal Pamphlet

During the beginning of my term of office, I spent some time fine tuning the pamphlet. Unfortunately, due to the demands of the Office this project was put aside and I was not able to return to it. Hopefully, the incumbent Ombudspersons will be able to devote some hours to complete and publish the pamphlet.

Faculty of Applied Science Review

I spent considerable amount of time during the fall semester reviewing certain policies and procedures within the Faculty of Applied Science. I also attempted to do

Recommendations

I would like to conclude my report with a few pertinent recommendations for the Ombuds Office Co-ordinating Committee that I think would better serve for a smoother functioning of the Office.

- 1) I would recommend that the Ombudsperson (Student) not be required to attend every Forum meeting. This is a considerable drain on the limited resources of the Office, which could positively benefit from the use of the hours in other more effective ways. If there were concerns brought to the Office regarding Forum, the Ombudsperson (Student) could then elect to attend Forum to get a better understanding of the situation. Attendance at the Forum meetings should be left to the discretion of the Ombudspersons.
- 2) Within a similar understanding, the position of the Ombudsperson (Student) should be allocated a higher stipend so that more office hours can be expected from the position. Currently, the casework alone warrants the additional hours and this does not account for all the other administrative and publicity duties that are not attended to because of the lack of paid hours in the Office.
- 3) I recommend that the OOCOC devise a policy that clearly defines the relationship between the Ombudsperson (Staff) and the Ombudsperson (Student). Currently, policy is lacking that defines the accountability of the Ombudsperson (Student). While the Ombudsperson (Staff) is accountable to the Employer, such a mechanism does not exist for the Ombudsperson (Student) position. I would also recommend that the Ombudsperson (Student) be accountable to the Ombudsperson (Staff) given the close working relationship of the two positions and the ultimate responsibility that the Ombudsperson (Staff) has to the Office.
- 4) Finally, I recommend that the Ombuds Office Co-ordinating Committee through Forum pass a motion in principle for the continued support of the Office. The Ombuds Office serves a very important role within the University community and a strong show of support to the Office by adopting these recommendations and passing a motion in support of the Office will go a long way in demonstrating that the Student Society is committed in principle and practice to the maintenance and continued financial support of the Office.

Jerome Francis
1999 Ombudsperson (Student)

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Report to the Simon Fraser Student Society Annual General Meeting May 1, 1999 to April 30, 2000

The Student Society funds the operations of the Ombuds Office, thus this Report covers the period from May 1, 1999 to April 30, 2000, which is in accordance with the Simon Fraser Student Society reporting year. The Report includes explicative and functional information and, in addition, includes some statistical information on the casework, contacts and types of cases.

Essentially the Ombuds Office at SFU functions to receive and investigate complaints. In addition, the Ombudspersons also provide advice on methods and approaches for problem-solving within the University community. The Ombuds Office is also frequently contacted for basic information about existing University policies and current practice. To perform these functions effectively and properly it is important to ensure that the Office is:

1. independent and autonomous,
2. accountable, and that its funding body is responsible in its oversight,
3. impartial and fair in its dealings with, and in, the University community, and
4. vested with protocols and mechanisms for providing confidentiality.

The Ombuds Office at Simon Fraser University was the first of its kind in North America and this year celebrates thirty-five years of operation. The Office is staffed by two part-time Ombudspersons: the Ombudsperson (Student) and the Ombudsperson (Staff). While some of the functions of the Ombuds Office have changed over time, the aim of advocating for fairness at SFU remains central. The Ombuds Office is not an advocate for any individual or group on campus, however where either Ombudsperson determines that a complaint is justified the Ombudsperson makes recommendations to remedy the solution. The Ombudspersons are therefore advocates for fair administrative process and timely and courteous decision making.

The types of complaints or concerns we receive range in type from delays, negligence, and arbitrariness to contraventions of policy. The Ombudspersons do not have the authority to require the University or Student Society to change its

We are pleased to report that there is an increasing awareness on the part of University staff and faculty of the role of the Ombuds Office which is resulting in appropriate referrals of students to the Office.

The following is a general list of the types of cases handled by the Ombuds Office:

- requests for information on the procedures for submitting appeals to the: Senate Appeals Board, Committee to Review Undergraduate Admissions, Residence Appeals Committee, Library Penalties Appeal Committee, University Board on Student Discipline, Senate Committee on Disciplinary Appeals
- concerns and complaints on matters administered by the Office of the Registrar, including financial assistance and awards
- Information and advice concerning grading practices and grade appeals
- assistance with requests for accommodation in specific and extenuating circumstances, such as waivers for graduation requirements, compassionate pass, retro-active withdrawals for extenuating circumstances
- queries regarding entry, withdrawal and re-entry in professional and competitive programs
- concerns about transfer credits
- problems with eligibility for graduation
- queries about deferrals and extended deferrals in extenuating circumstances
- graduate issues, such as supervisor-graduate student relations, unsatisfactory progress evaluations, departmental funding allocations for graduate fellowships and other funds, intellectual property rights
- complaints against faculty members, staff, administrators and students
- issues related to on and off campus employment
- inquiries about the rights and responsibilities for living in residence and landlord and tenant issues
- off-campus issues other than employment and landlord-tenant matters
- access to and quality of SFU and SFSS services
- Simon Fraser Student Society policies and operations
- requests for information on registration in courses where denied
- queries on matters of academic standing when special circumstances are present
- queries on admission or re-admission when special circumstances are present

The time required to handle files varies substantially depending on a number of factors. These factors include: the extent of the complaint; commitment of the client; the willingness of SFU staff or SFSS executive to work with the Ombuds Office to identify and resolve the concern or complaint; and, the ability of the client. In many

There was a significant decrease in the amount telephone contact compared to the previous two years. Increasingly students are using e-mail as their preferred method of first contact with the Ombuds Office.

Table 1.3 E-Mail Contact

	May 1999 to April 2000	May 1998 to April 1999	May 1997 to April 1998
Incoming	778	397	302
Outgoing	504	320	193
TOTAL	1282	717	495

There was a significant increase in the number of outgoing e-mail messages related to case work. Given that e-mail is not a secured form of communication, detailed discussion of sensitive matters is usually not sent by e-mail. Nonetheless, all e-mails are responded to in a timely manner.

Table 1.4 Appointments and Drop-Ins

	May 1999 to April 2000	May 1998 to April 1999	May 1997 to April 1998
In-Person	221	354	299
Telephone	36	19	31
Drop-In	102	76	126
TOTAL	359	449	456

The Ombuds Office is required to be available for four drop-in hours per week beyond any booked appointment time and scheduled meetings. Table 1.4 sets out the types of usage. Individuals regularly stop by the Ombuds Office for information or to make a relatively simple inquiry. Individuals may also stop by to pick up information on the Office, to ask whether their case can be handled by our Office, or to make an appointment with one of the Ombudspersons. When possible, the Ombudspersons deal with the queries immediately.

Generally, the Ombudspersons prefer to make an appointment for the individual to come by the Office. The Ombudspersons allow adequate time to review materials, examine and explain policies and procedures, and for suggest options for the individual to consider pursuing. The Ombudspersons have found that in-person appointments, rather than phone calls, e-mails, and drop-ins, create a far more comfortable and productive environment.

In situations when individuals such as Cooperative Education students, are unable to make it to the Office between regular working hours, the Ombudsperson (Staff) will arrange to meet at a time outside of regular Office hours that is convenient for the individual. For users of the Office who are Distance Education students or are in

i) Equipment

We are pleased to report that the Ombuds Office received approval from Forum to purchase a much needed facsimile machine at the end of April 1999. We are now able to receive confidential information via fax. There remains one outstanding request made over several budget submissions for a second, networked computer. A second computer would improve efficiency in the Office.

ii) Ombuds Office Coordinating Committee (OOCC)

The OOCC met seven times during the last year. The composition of the Committee includes the Ombudspersons, a Forum member and an Executive member. Members of the Committee in the last year have provided the Ombudspersons with thoughtful advice on operational and administrative matters. In addition, the Committee serves as the Ombudsperson (Student) Selection Committee. The service of the following members of the OOCC is appreciated and we would like to acknowledge their contribution to the provision of service to the Ombuds Office.

- Audrey Wang, Executive Representative, 1999–2000
- Michael Reid, Forum Representative, 1999–2000

iii) Ombuds Office Workload Review

Following a review conducted in 1997/98 of the operations of the Ombuds Office, the Ombudsperson (Staff) hours were increased from 28 to 32 per week effective May 1, 1999.

iv) Simon Fraser Student Society Forum Meetings

The Ombudsperson (Student) attends some Forum meetings. Attendance at these meetings provides information to the Ombudsperson (Student) on issues of concern to the student body and on Student Society policies and procedures under review or consideration. Since the Ombudsperson (Student) is assigned the task of reviewing issues of concern related to the Simon Fraser Student Society, attendance at these meetings can be helpful in her work.

3. Policy Analysis

The following are details on the four types of policy analysis conducted by the Ombuds Office.

i) Policy analysis which takes place as a result of a case:

There are many times when a case brings about a critical analysis of a University policy or procedure. Sometimes the policy analysis is very minor, and simply involves a quick examination and a letter or phone call to the individual who is responsible for applying the policy. In this scenario, the analysis of the policy or procedures may be limited exclusively to the case in question.

ii) Presentations

Throughout the year the Ombuds Office is called upon to participate in panels and workshops offered on campus for members of the University community. While we integrated a greater number of non-case specific meetings with administrators this year, we did less outreach in the form of presentations compared to previous years. The following is a partial list of our outreach and educational endeavors over the year.

- August 1999: Conflict Resolution Workshop for Resident Assistants
- November 1999: Political Science 151, presentation with the Ombudsman from the BC Office of the Ombudsman

iii) Training, Memberships, and Conferences

Due to the Student Society's financial situation, the Ombudspersons did not participate in any training seminars, courses or conferences during this reporting period. The Ombudsperson (Staff) is, however, a member of the Association of Canadian College and University Ombudsmen (ACCUO) and in previous years has attended the annual meetings. The Ombudspersons have also attended in previous years the annual meetings of the University and College Ombuds Association (UCOA) and the California Caucus of College and University Ombuds (CCCUO).

As you can see by this Report, the work engaged in by the Ombudspersons is extensive. Even so, the positions of Ombudsperson (Staff) and Ombudsperson (Student) are incredibly rewarding. The individuals who approach the Office lend varied perspectives to the University and to its policies and procedures. It is wonderful to have the opportunity to provide assistance to members of the University community. It should be noted that the work we do would be made far more difficult without the assistance and good humour of numerous people throughout the SFSS and SFU.

Thank-you for taking the time to read this Report. If you have any questions, please do not hesitate to contact Laurine Harrison, Ombudsperson (Staff) or Maria Rastan, Ombudsperson (Student) by phone at 291-4563 or by e-mail at ombudsoffice@sfu.ca.

Forum Report

Departmental Student Union Organizing and Membership Outreach 1999-2000

Thirty-five active departmental student unions, of a total of 38 constituted unions.

Eighteen active graduate caucuses of a total of 25 constituted organizations.

Seven active student union clubs of a total of 10 constituted organizations. In March, 2000, the student Union Club organizations were moved from the jurisdiction of the Committee for Departmental Student Unions. These student groups are now active as independent or SFSS Clubs and associations.

In the summer semester, the Student Mobilization Project was launched through the Student Union Resource Office in conjunction with the University Relations Officer. Active student unions were canvassed for their recommendations on how the SFSS could improve its services and advocacy support for students. Another round of this consultative process is planned for Spring, 2001.

The Freedom Square Liberation Party on the Mall in the summer of 1999 was initiated by Amanda Camley, the Student Union Organizer at the time.

Staffing and Committee Support

One permanent, full time Fieldworker @ 35 hrs/week.

One temporary Student Union Organizer @ 15 hrs/week (99-2) and 21hrs/week (99-3 /00-1).

This position was not carried past the summer semester of 2000.

The Committee for Departmental Student Unions oversaw organizing and funding of unions caucuses for the last time. This committee was dissolved in 00-2.

Funding Allocations Made by CDSU and the Fieldworker's Office

Total overall funding allocations based on demand: \$53,345.

% OF SFSS FUNDING		% SFU ENROLLMENT/FACULTY
50%	Arts Faculty Unions and Caucuses	48%
17%	Applied Science Faculty	14%
18%	Faculty of Science	17%
13%	Faculty of Business	10%
2 %	Faculty of Education	11%

Grants

Grants totalling \$37,995 were allocated to 27 Student Unions and 17 Grad Caucuses in response to requests from active organizations.

The SFSS contributed to many diverse projects initiated by Student Unions such as:

1. An Endowment fund established by the Engineering Undergrad Student Society.
2. Technology Fairs in Computing Science and Engineering Science.
3. Anticalendar production in Kinesiology, Biology, History, Geography, Sociology.
4. Speakers' series in Psychology, Chemistry, English, Asia-Canada Studies, Business Administration, Dance, Theatre and Music, Philosophy, Political Science and Criminology.
5. Conferences sponsored by Political Science, Molecular Biology and Biology, and Asia-Canada Studies.
6. Special events such as workshops for students in Psychology on how to get into the Honours Program and Graduate School; for Dance and Theatre students in technique; for Film students in motion picture processing.
7. Publications in English and Political Science.
8. And of course, socials in many departments.

Conference Support Grants

Of the total grants allocated, \$25,983 (68.4%) was paid out in travel and conference subsidy to assist approximately 350 students.

Travel support upon demand from Graduate Caucuses amounted to \$ 11,394 — 44% of total conference support grants. Student Unions claimed \$14,590, or 56% of the conference fund allocated

Forum Report

Core Budgets

From core allocations of \$15,350:

\$9,968 was allocated to 35 Departmental Student Unions and \$5,382 to 18 Graduate Caucuses.

The \$200/semester (\$600/year) core budget allocation was only fully used by the Film, Business, Computing Science (Grads), and Molecular Biology (Grads) student unions. Chemistry (Grads), Computing Science, and Engineering (Grads) were nearly fully funded from the core budget

Information Resources

Information Seminars: The Fieldworker and the Organiser conducted two hour workshops for any interested student early in both the fall and spring terms.

Representatives from all student unions and Grad Caucuses were invited to come and learn about SFSS policy and procedures, and to share information with members of other student unions in attendance.

~stunions Web Page: All information pamphlets produced by the Student Union Resource Office were put on line at <http://www.sfu.ca/~stunions> for anyone to access. Information about the SFSS in general is posted there, as well as a calendar of events for student union members to advertise their organization's activities.

Student Union Resource Work

Most of the work we do is person-to-person. We meet and talk to a lot of students every day.

The day-to-day support work offered by the office includes:

- Providing information and advice re: student union organising and operations.
- Processing funding applications and allocations.
- Assisting with setting up student union meetings.
- Keeping track of Union and Caucus contacts, and executive committees personnel.
- Liaising with Departmental and Faculty office staff and administrators over space allocations, and student union organizing.
- Providing resource support to the Committee for Departmental Student Unions.
- Facilitating student union banking requirements.
- Trouble-shooting at all levels within departments and within student unions.
- Doing all we can to help a student union get things done.

Servicing the Membership

Food & Beverage Services

The Society continued to improve its Food & Beverage Service operations. The new Business Manager, Peter Grant, began to implement management changes and operational improvements aimed at increasing sales, improving products and service, and improving the financial performance of the Society's Food & Beverage Operations. This included the hiring in September of a new Operations Manager, Lincoln Foster, who took on primary responsibility for the front-line service and management of the Highland Pub and Higher Grounds coffee bar.

A continued effort was made to improve activities and entertainment at the Pub. This included the continuing and popular Swing Nights, as well as Salsa nights, and the ever popular pub nights. There were also various special events put on at the Pub throughout the year, including an intimate concert with the Paper Boys, Residence pub nights, Athletics pub nights, and others.

Forum Report

During the year the Society also re-negotiated its collective agreement with the Food & Beverage Service employees, represented by CUPE 3338. The financial issues facing the operations figured heavily in the process, which was a challenging one for all involved. In February a new collective agreement was successfully completed.

Retail Services

During the summer of 1999 a comprehensive review of the Student Society's Retail Services, which include Quad Books store, and CopyRite, the student copy centre, resulted in a re-organization of those services. The two services were merged into a more streamlined, single operation in a single location in August and September of 1999. It was felt that this change would help reduce some costs associated with operating the services, and make their operation more efficient. The movement and disruption, however, did create some temporary impacts on the operations.

Tenants

Following the merging of the Student Society's Retail Services and the departure of one of the Society's rental tenants in the Maggie Benston Centre, the Society began a process of searching for several new rent paying tenants to take over vacant space in the Maggie Benston Centre. The Society was seeking one or two new food service tenants to take over space in and around the Atrium cafeteria, and other tenants to take over vacant retail, storefront space in the Maggie Benston Centre. By the end of the year tentative arrangements to bring a Mr. Sub sandwich shop and a Pizza outlet had been reached.

1999 Freedom Square Concert Event

On September 16, 1999 the Student Society presented a large fall concert event featuring Big Sugar and Bif Naked. The event was planned as a concert and beverage garden event to welcome students back to the new semester and provide some community entertainment and activity at SFU. The event was coordinated by the Student Society's Promotions Coordinator and dozens of volunteers. It was attended by almost 2000 people.

Pancake Breakfasts and Film Nights

The Student Society continued to put on its ever popular free pancake breakfasts in September and January. Hundreds of students came down to have free pancakes, coffee and fruit served up by Student Society Executive officers, Forum representatives and staff.

In addition, the Student Society continued to provide its weekly film night. The showings of second run films at the Images theatre provides an affordable and convenient entertainment option on campus during the evening once per week.

For Halloween, 1999, the Society presented a special feature presentation of the Rocky Horror Picture show on campus. The event, organized by Student Society Treasurer Angela Hold and some volunteers, was well attended and proved a fun evening for all.

Elections and Off Campus Voting

In the fall of 1999 Forum made changes to its policies surrounding voting in elections to enable students who are not on campus during the regular spring elections to vote. The new off-campus voting system allowed co-op, PDP, and other off-campus students to vote in the spring 2000 elections.

In order to make more of the Student Society's services accessible to off-campus students, new materials and information were produced specifically to guide off-campus students on how to access the many advocacy and other services the Student Society provides.

Graduate Issues

Graduate Student Lounge Renovations

The Graduate Issues Committee (GIC) devoted a considerable amount of time and energy to developing proposals to renovate the Graduate Student Lounge and securing funding to complete these changes. A project proposal was developed by a committee working group and later approved by both the Society and the University. Regrettably, the University later reneged on its promise to provide the needed funds and the project remained in the planning stages at the end of the Spring Semester.

Senate Review

Also, Graduate Issues participated in the work of the Senate Review Committee with particular attention to its proposal to change the mechanism of appointment to Senate Committees.

Graduate Issues strongly opposed the recommendation of the Senate Review Committee that all student representatives to Senate committees be appointed through Senate (via the Senate Nominating Committee), and lobbied in support of the position taken by the Society as a whole. Regrettably, Senate disagreed with the society's position and implemented the original recommendation without change.

Dean of Graduate Studies

Further, Graduate Issues took an active role in the Search for a new Dean of Graduate Studies. Graduate students were involved in the search process from its inception and each of the four prospective candidates met privately with Graduate Issues. Graduate Issues also made a formal submission to the Dean of Graduate Studies Search Committee and recommended the appointment of Jon Driver who was, much to our pleasure, later offered the position.

Travel/Conference Funding

In addition, Graduate Issues searched for ways to improve funding for graduate students, with a particular emphasis on improved travel/conference funding. Efforts were made to ensure that the University honored its commitment to set aside a portion of application fee revenues for this purpose. The GIC also sought to make Society funds more readily accessible to its graduate student members, especially in departments without active graduate caucuses, and explored the possibility of establishing 'virtual' caucuses to achieve this goal.

Cost-Recovery Graduate Programs

Finally, Graduate Issues fought the efforts by the University to fast-track the approval of new cost-recovery programs, primarily in the Faculty of Business Administration. Then Graduate Issues Officer Gordon Roe, through his position on the Assessment Committee on New Graduate Programs (ACNGP), was instrumental in bringing attention to the efforts by the Dean to push through the Management of Technology (MOT) MBA degree without adequate consultation, review or debate.

University Relations

Joint Services

The Student Society works with the University at jointly offering and funding a number of services on campus. These include the campus Foodbank, Nightline, and the funding of the WUSC (World University Services of Canada) program. The Joint Coordinating Committee, set up in 1998 and comprised of representatives from the Student Society and Campus Community Services, holds the responsibility of overseeing these services. The Society's University Relations Officer chairs the Committee and coordinates its work.

The Society continued its funding for the Nightline program last year. In addition, a seat was created on the Nightline Ethics Advisory Committee for the Society, and Mike Mancinelli, University Relations Fieldworker, was appointed to the position.

The SFU Foodbank is jointly operated and funded by the Society and the University. The Society funds the Foodbank through revenue generated by its vending program. During 1999-2000, the Society worked to increase its involvement in running the Foodbank. Along with Campus Community Services, Society representatives were involved in all aspects of the Foodbank's operations through the Joint Foodbank Committee. Awareness of the Foodbank increased over the last year, as did contributions by the university community.

WUSC is a national program that brings students from third world countries to Canada to study at a Canadian university. The Society provides for some funding to the local WUSC chapter although, due to budgetary constraints, this amount was reduced from previous years' funding. During 1999-2000, the Society engaged in discussions with the University through the Joint Coordinating Committee to look at ways to ensure adequate, stable funding for the programme.

Parking Fines Increases

During the summer of 1999, the University resolved to increase parking fines by 250-350%. The Society responded by writing a letter condemning the increase. The Society took the position that the increases were not justified, that there was no commitment to increasing access to alternative forms of transportation, and that the decision should not be made during the summer, when most students were away from campus.

Society members also engaged in a campaign to oppose the increases. "Mock" parking tickets were signed by hundreds of students demonstrating their opposition to the drastic increases.

Senate Review

The University's Senate, one of two governing bodies of the institution, resolved to undertake a review of its structure and work. It struck a Senate Review Committee, which include student representation. The Society responded to the call for recommendations with a written brief and a presentation to an open hearing held by the Review Committee.

One of the recommendations of the Committee was to change the method of how representatives were appointed to committees. The recommendation would see Senate appoint all members, including students, to its committees, in essence removing the right of students to elect their own representatives. The Society responded by mobilising student senators to speak out against the recommendation at a meeting of Senate. Unfortunately, the recommendation was accepted. However, the Society created enough of an awareness of Senate's decision that it became an election issue during the Senate and Society elections held in the spring, with many candidates vowing to seek a reversal of the decision.

Forum Report

University Ethics Review

During the 1999-2000 year, the University was engaged in a review of its Ethics Policy. A committee was struck and charged with undertaking the review. Society representatives made a presentation to the Review Committee. The Society expressed general support for the Review, but was concerned about the implications for undergraduate research and stated that the proposed new policy could create a bureaucratic nightmare for undergraduate students seeking approval for their research.

Commercialization of University Research

Last year, the federal government released a report by the "Expert Panel on the Commercialization of University Research". The main premise of the Report was the call for funding to be tied to research that was innovative, which, by its definition, meant "marketable" and which "brought goods and services to the market". The result could be significant reductions for public research funding for areas that do not fall under the "marketable" definition, such as social sciences and liberal arts.

The Report was brought forth to the University's Senate, where the call was made to reject the Report. The Society supported this call through student representatives on Senate and on the committee that was established to review the Report, but, in the end, Senate merely tabled consideration of the Report indefinitely. The Society also worked through the National Graduate Council of the Canadian Federation of Students at expressing concern over the Report at the federal level.

Treasurer's Report

May, 1999 - April, 2000

As treasurer of the Simon Fraser Student Society my responsibility is to oversee the financial matters of the Student Society, report to Forum, and the membership (through this report at the Annual General Meeting). I am happy to report that the Society has received an unqualified audit yet again this year. This means that the accounting practices and internal financial controls of the Society are sound and appropriate, and meet the standards set out under the Society Act, and generally accepted accounting principles. Our membership dues continue to provide regular, steady revenues for the Society, and cover the expenses of our non-commercial operations. We do, however, continue to face financial challenges in a few key areas. While much work has been undertaken, and some progress has been made, continued work and effort will be required in these areas in order to overcome the Society's financial weaknesses and strengthen our financial position.

Member's Equity

We continue to have a member's equity deficit, as our equity position has worsened somewhat since the previous year. Our total net assets (member's equity) this year is a deficit of \$173,041, as compared to a deficit of \$17,655. The continuing decline in the equity position of the Society will need continued, significant attention. While most all departments of the Society are operating in a financially efficient manner, particular issues that need to be addressed are the Society's Retail service areas and the additional maintenance charges charged to the Society by the University, which were the primary sources of our deficit.

Mortgage / Building Fund

The Society continues to pay down the mortgage on the Society's portion of the construction costs of building the Maggie Benston Student Services Building. The fund is funded by a separate membership levy, which is paying out around \$500,000 per year. The fund is administered separately and does not impact our operational budgets or cash-flow.

Operating Budget

In the 1999-2000 fiscal year, fee revenues were slightly over budget. Most administrative and advocacy departments were on budget, while some were significantly below budget (in particular the Finance & Administration departments, the University Relations Office, and the Graduate Issues Committee).

Service Areas

The Society's Retail operations (which primarily include Quad Books store and CopyRite copy centre) continued to suffer significant operational losses this year. The combined operations operated at a deficit of almost \$90,000 for the fiscal year. This was despite a significant reduction in operating expenses. The major source of the deficit appears to have been a substantial decline in gross sales, and a lack of adequate profit margins on many goods and services sold. Part of the problem this year can be attributed to disruptions resulting from a move of location and merger of the two operations, which should hopefully have been a temporary impact. Although there was some decline this year, the text book buy-back program and used text sales continue to be a popular, convenient, and profitable (on its own) portion of the operations. The Retail service areas will require continued attention and action.

Food & Beverage Services

The Society operates a food & beverage services operation that includes the Highland Pub, Higher Grounds coffee bar, and Atrium catering services. The Food & Beverage Services ended the year with a loss or operating deficit of approximately \$157,462. This was a significant decline from last year's deficit of \$228,820. This year saw the continued implementation of many structural and operational changes to the Food & Beverage Services, which began last year. This included new management, improved menus, pricing, and internal management systems. In addition a new collective agreement was concluded in February, 2000 which has,

Treasurer's Report

and will continue to contribute to significantly lower labour costs. Operationally, the Food & Beverage Services are now in a position to run largely on a break-even basis (as was presented to Forum in the 2000-2001 Food & Beverage Services budget).

The one area of continued concern is the additional maintenance charges by the University for our large amounts of space. These alone are upwards of \$60,000 - \$80,000 per year, and are currently billed largely to the Food & Beverage Services. Although there is still an ongoing dispute with the University as to how these charges are billed, we are still considered liable for them until the dispute is resolved. The Society will have to re-examine how it internally allocates these additional maintenance charges.

The Society should (and is) taking steps to address the tight financial position it currently faces. It would be advisable to tighten budgets, with appropriate contingencies and surpluses to cover all liabilities, with an aim to having surpluses set aside to rebuild member's equity. In addition, the Society should consider implementing a long-term financial plan, backed by policy, to augment and guide the regular annual budgeting process into the future.

In addition the Society's two internal funds (the Capital Fund and the Pub Bursary Fund) have been 'wrapped up', as their cash reserves have been utilized to subsidize operational needs over the past few years, and given the financial situation, these funds are not likely to be replenished in the near future, and should not be kept on the books as an internal restriction.

I would like to take the opportunity to thank our Financial coordinators and auditing team for producing an accurate, concise, and timely set of statements. I thank them for hard work and effort.

Respectfully submitted,

Dave Crossley
Treasurer