

1. CALL TO ORDER

Call to Order -2:36 pm.

2. <u>Territorial Acknowledgment</u>

We acknowledge that this meeting is being conducted on the un-ceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

3. Roll Call of Attendance

3.1 Committee Composition	
Interim President & VP Student Services (Chair)	Larissa Chen
VP External Relations	Christine Dyson
VP Finance	Hangue Kim
VP Student Life	Curtis Pooghkay
VP University Relations	Arr Farah
At-Large Representative	Paul Hans
At-Large Representative	Mudi Bwakura
Faculty Representative (Applied Sciences)	Alan Lee
Faculty Representative (Arts & Social Sciences)	Blossom Malhan
Faculty Representative (Business)	.Pritesh Pachchigar
Faculty Representative (Communication, Art & Technology)	Prab Bassi
Faculty Representative (Education)	John Ragone
Faculty Representative (Environment)	Vacant
Faculty Representative (Health Sciences)	Raajan Garcha
Faculty Representative (Science)	Jimmy Dhesa
3.2 Society Staff	
Administrative Assistant	Mandeep Aujla
Chief Executive Officer	Martin Wyant
3.3 Guests	
Campaigns, Research & Policy Coordinator	Pierre Cassidy
Food & Beverage Services Manager	John Flipse
The Peak Web News Editor	Nathan Ross
3.4 Regrets	
VP Student Life	Curtis Pooghkay
Faculty Representative (Science)	Jimmy Dhesa

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4. RATIFICATION OF REGRETS

4.1 MOTION BOD 2016-10-14:01 Prab/Hangue

Be it resolved to ratify regrets from Curtis Pooghkay & Jimmy Dhesa. **CARRIED**

5. Adoption of the agenda

5.1 MOTION BOD 2016-10-14:02

Alan/Hangue

Be it resolved to adopt the agenda as presented.

\rightarrow Motion amended as follows:

5.1 MOTION BOD 2016-10-14:03

Raajan/Blossom

Be it resolved to adopt the agenda as amended to add discussion "11.4- AMS Survey" and presentation "6.2- MSE Referendum Question". CARRIED

6. PRESENTATIONS

6.1 Men's Centre Research Proposal

- Note: detailed information in attachment ResearchProposal.pdf.
- 25-page proposal for Men's Centre on Campus.
- Having a survey conducted over the remainder of the fall semester & research conducted over the spring semester.
- Supervisor is Dr. Lysova from Criminology department.
- Budget enclosed in attachment (page 5).
- Minor risks because this is a sociology survey. Will have to go through ethics for this.
- Questions:
 - They have not yet asked Graduate Student Society (GSS) if they are doing a similar survey; going forward they would seek the involvement of the GSS as well.
 - A proposal has not been sent yet to get it approved by SFU Ethics Board; they are seeking the SFSS Board's funding first.
 - No money will be spent unless the research is approved by the Ethics Board.
 - Have a club at UFV, club that's trying to get formed at UBC, few volunteers at BCIT, graduating high school students as well who will be involved.
 - Researchers considered having a question on Women's Health issues as well, but they can be seen as separate issues however this is something they will consider and possibly discuss with their supervisor.



- Purpose of research is to help show that these problems are apparent in society as a whole and at SFU.
- A disclaimer is possible which will seek to educate respondents on the purpose of the survey and the underlying issues being researched, however this is an avenue to consider, as long as the results don't get biased.
- Looking for 250-300 respondents.
- Planning on doing tabling at AQ, trips to the Surrey Campus, Social media, SFU events, and through other members.
- Presenters believe the majority of responses will be at AQ tabling and email list. Accounting for selection bias is always an issue. Margin of errors will be included in the results.

6.2 MSE Referendum Question

- Mechatronics program which is completely Surrey based program.
- Been 10 years existing at the Surrey Campus; lack of services.
- In overall yearly spending, there is a very uneven spending based on the AFT credit hours that are taken at the Surrey and Vancouver campus over the Burnaby Campus.
- Students in mechatronic program levied for a project that they believe will not benefit them (Build SFU).
- Discussion:
 - Around 600 students in the Mechatronics program; no exact numbers.
 - Looked at the consolidated budget report to come up with the numbers in the attachment- SFSS AGM Fall 2016 Proposed Motions-2.pdf.
 - Looking at building services at the new building at SFU Surrey which is funded by SFU, International students building, Unit in the Food Court at the Central City Mall.
 - AFT credit hours broke down into percentages \rightarrow got 17% number from this.
- A board members noted that efforts were made to try and bring a Women's Centre to SFU Surrey last year, however there were difficulties due to a lack of space. The area at the Central City Mall food court is not owned by SFU nor leased by SFU.
- Some Board members felt that these services are already offered at both the Surrey and Vancouver Campus through external organizations (ie. Food services, Women's Centres, Counselling etc), therefore it would not be feasible to spend money on this.
- The Board will follow up offline amongst themselves and with the presenter regarding this issue.

6.3 FBS Presentation

- Further details in attachment- "FBS PRESENTATION.pdf".
- In 2015 Board was given two options regarding FBS operations; chose to have Food and Beverage operations as a profit centre that needs to generate a return-on-investment for students.
- Presenter went over the presentation in detail, however major points to note are:
 - New menu offerings due to a new and stable kitchen crew.
 - o Review and adjust Ladle and Highland Pub pricing.



Board of Directors Meeting Simon Fraser Student Society Friday, October 14, 2016

- Compared Club Ilia and Big Smoke Menu with that of the Highland Pub.
- Increase attendance on slow nights (ie. Open Mic, Comedy Nights, Trivia Events).
- New Promotions/Operating Options.
- Mountain Size Program or Alumni Sponsored Program.
- Rental Fees for use of space.
- Will probably close at 5 during exams period.

6.4 Strategic Plan update

- Half board members, half-staff, sub working groups as well.
- Went through the objectives and the status of them. Outlines in attachment- "Strategic Plan Update report September 16 (Autosaved). Docx".
- Questions have been planned as in the document, and will be preparing them for the next semester.
- In the next upcoming year want to have the strategic plan as the basis.
- Comments:
 - Right now just planning the questions and getting volunteers on board. Do want the Survey to be around the time outlined in the attachment.

7. MATTERS ARISING FROM THE MINUTES

7.1 MOTION BOD 2016-10-14:04

John/Mudi

Be it resolved to receive and file the following minutes:

• BoardOfDirectors 2016-10-07

\rightarrow Motion postponed as follows:

7.2 MOTION BOD 2016-10-14:05

John/Mudi

Be it resolved to postpone the approval of these minutes upon additions of the following:

• Minutes were not sent out to the Board.

CARRIED

8. OLD BUSINESS

8.1 MOTION BOD 2016-10-14:06 Arr/Mudi

Be it resolved to approve up to \$3,000.00 for the Plexiglass coverings in Convocation Mall from line item X.

Discussion:

• SFU Student Services informed Martin that the SFSS can have this space, however they do not want the Bulletin Boards in front of the Library to be covered up with Plexiglass.



- The price in the original document will have to be adjusted.
- Martin suggested moving forward with the plans for the Board in the AO and taking ownership over the ones in front of the Library.
- Board members decided to postpone this discussion to another meeting following final updates in vital information that is needed for the project.

\rightarrow Motion postponed as follows:

8.2 MOTION BOD 2016-10-14:07 Arr/Mudi Be it resolved to postpone this discussion to a subsequent Board meeting following adequate updates. CARRIED

9. NEW BUSINESS

9.1 MOTION BOD 2016-10-14:08 Hangue/Prab

Be it resolved to approve up to \$2136.00 from the Accessibility Fund for the SFSS Accessibility event on October 21st, 2016.

Discussion:

- Catering fees will come out of the Events committee line item (817/20).
- It was suggested to approved all expenses to the Events line item and re-allocate the noncatering items to the Accessibility Fund Committee line item.

\rightarrow Motion amended as follows:

9.2 MOTION BOD 2016-10-14:09

Hangue/Arr

Be it resolved to approve up to \$2136.00 from the Events Committee line item 817/20 for the SFSS Accessibility event on October 21st, 2016. Discussion:

- The organizers are comfortable with the event being in Forum Chambers.
- This event is from 1-4 pm in Forum Chambers on October. 21st, 2016.
- Purpose of this event is to have SFSS Board members to engage with students with disabilities.
- Friendly amendment: Be it resolved to approve up to \$2136.00 from the Events Committee line item 817/20 for the SFSS Accessibility event on October 21st, 2016.

Be it further resolved to appoint Hangue Kim as the project lead.

CARRIED AS AMENDED

**Abstentions Mudi Bwakura

9.3 MOTION BOD 2016-10-14:10 **Prab/Blossom**



Be it resolved to approve X from the Accessibility Fund for Disability Awareness Week's grant and accommodation request.

Discussion:

• **Friendly amendment:** Whereas the Accessibility Fund Committee has reviewed relevant documents and has provided a recommendation to the Board.

Be it resolved to approve \$650.00 from the Accessibility Fund for Disability Awareness Week's grant and accommodation request.

CARRIED

9.4 MOTION BOD 2016-10-14:11

Hangue/Raajan

Whereas the Accessibility Fund Committee has reviewed relevant documents and has provided a recommendation to the Board.

Be it resolved to approve the Accessibility Worker Job Description, as it reads October 7th, 2016.

Be it resolved to the hiring committee be created and process initiated immediately. Discussion:

- Board expressed interest to remove the last "Be it resolved.." clause.
- It was noted that the motion should read "Accessibility Designated Assistant" to reflect the position title in the job description.
- **Friendly amendment:** Whereas the Accessibility Fund Committee has reviewed relevant documents and has provided a recommendation to the Board. *Be it resolved to approve the Accessibility Designated Assistant job description, as it reads October 7th, 2016.*
- This recommendation came out of the accessibility report that was done in the Summer of 2015

CARRIED

10. DISCUSSION ITEMS

10.1 Granting Evaluation Changes

- Moving towards a gridding rubric which will be easier for students to understand.
- Chose 10-11 criteria so it's easier to calculate out of 100 points.
- The old matrix had 4-5 weighted point and didn't cover some criteria.
- New rubric helps students get a higher score and more funding.
- Takes into consideration students who are holding an event for the first time.
- Can make up for a low score regarding success with previous events.
- It was noted to look into multiple day events as the granting evaluation changes have not taken this into consideration.
- It was suggested to rehouse the Inclusivity in terms of the affordability of the events.



- A board member questioned if this new process will take into consideration situations where students can't attend an event because they're under 19.
 - Haven't yet discussed this, however there is a legal stand point. The event itself won't be restricting people, it's the law that you have to follow.
 - Will follow up with the Board on this.
- Would funding for ALS interpreters come out of the AFC?
 - A members form the Finance Committee noted that anything in terms of accessibility will be included in the AFC grants; Potentially the AFC grants submission form can be included in the granting process as well.
- Is there a possibility for club projects to get funded as well?
 - These grants can also fund club's equipment as well.
 - They would have to write the budget what it's for, the mandate, the schedule, plans etc.
 - All clubs can apply and submit a grant proposal.
- Any appeals of any amount can come in to the granting and appeals committee.
- Only grants that are going through this process are clubs and student unions.
- Martin suggested to set aside a time for Board members to regularly look at this and also take a look at previous grants.

10.2 Website Survey

- Survey will help form the final report for the discovery page of the website.
- This will be deployed through a web survey and incentives have not been decided.
- Will brainstorm the incentives and present this at the next Board meeting.
- Want approximately 300 responses.
- Feedback:
 - Look at other social media for Question 1A (Facebook, Instagram).

10.3 Marketing

- John Ragone and Tom Rapaport tried working on this in the summer.
- Looking into having a marketing department within the SFSS.
- Start a discussion on creating a marketing/outreach department within the SFSS whose focus is on engaging with students.
- Different from strategic engagement; their focus is on statistics, data, and planning.
- Goal is student awareness and engagement.
- What's the difference between marketing and communications?
 - Would see them working together.
 - Want to see someone executing plans beyond the initiatives of the Board.
- Want to see how the Board feels about this being an SFSS staff members or a Board member.
- Don't have specifics yet regarding the financing.
- Not aware if other student societies have this department as well.
- Volunteers may not have the most up to date and accurate knowledge on the activities of the society.



- John has joined the strategic engagement committee and hasn't been involved in strategic marketing yet; that's why this discussion is taking place.
- There is a constant need for marketing strategies as most students aren't aware of what the SFSS is doing.
- A Board member suggested that this would be a good opportunity to revisit the mandate of the Strategic Engagement Committee.
- John will send an email out to the Board for any members who are interested.

10.4 AMS Survey

- AMS has hired a company to do a survey for their student society and has paid for all this upfront.
- Asking if the SFSS wants to be a part of the survey.
- Will get two reports from this survey:
 - Data from results of all universities that participated
 - Data from SFU.
- Date is October 24th- November 4th.
- Will have to use Communications department to get this messaging across.
- Could be a potential for prizes as well, which will have to be paid for by the SFSS.
- Will give a summary report on November 14, and a PowerPoint report on November 24th.
- Christine will let them know that the Board is interested.
- Christine encouraged Board members to send this survey out to students they know once the survey is available.

11. ATTACHMENTS

- IMG_3266.JPG
- P304513-Plexiglass Doors for Poster Boards (Convo Mall) Preliminary Estimate.pdf
- ResearchProposal.pdf
- Granting and Appeals Committee TOR.pdf
- SFSS-EVENT-SUGGESTION-WITH-ROUGHT-OUTLINE FINAL.docx
- Strategic Plan Update report September 16 (Autosaved).docx
- FBS Plan.pdf
- Website Survey Questions.pdf
- FBS PRESENTATION.pdf
- SFSS AGM Fall 2016 Proposed Motions-2.pdf

12. ADJOURNMENT

MOTION BOD 2016-10-14:12

Raajan/Pritesh

Be it resolved to adjourn the meeting at 5:17 pm. CARRIED

HIGHLAND PUB MENU		BIG SMOKE		CLUB ILIA MENU		
APPETIZERS		APPETIZERS		APPETIZERS		
Yam Fries	\$7.00			Yam Fries	\$ 7.00	
Potato Skins	\$8.50			Spinache Artichoke Dip		
Wings	\$9.00				\$ 12.00	
Ouesadilla	\$8.00			Beer Batter Prawns		
Questiana	40.00			Deep Fried Tofu		
Spring Rolls	\$7.50			Crab Cakes		
Poutine	\$8.00			Poutine		
Nachos Grande	\$14.00			Onion Rings	이상 방	
Chicken Fingers	\$9.00	Little Fries	\$ 3 25		φ 12.00	
emekentingers	\$9.00	Big Fries				
	\$8.88	big mes	φ 4.23		\$9.75 10%	
SOUPS & SALADS	\$0.00	SOUPS & SALADS		SOUPS & SALADS	\$3.73 1070	
Soup Du Jour	\$6.00	SOUPS & SALADS		Soup Du Jour	\$ 6.00	
Chili	\$8.00			Soup and Salad	\$ 8.00	
Chin	\$0.00			French Onion Soup		
House Caled	t7 00			Ilias Salad		
House Salad Caesar Salad	\$7.00			Caesar Salad		
	\$9.00					
Grilled Veggies	\$9.00			Cobb Salad		
				Spinach Salad		
				Capreses Salad		
	47 00			Steak Salad	1	
BUBGEBG	\$7.80	PUPOEDO		BUDGEDG	\$10.89 28%	
BURGERS	+10.00	BURGERS	+ F F0	BURGERS	+ + 2 00	
Highland Burger	\$10.00	Reg Classic		Freshman Burger	같은 것 같은 것 같이 있는 것 것 같은 것	
Chicken Burger	\$12.50	Big Classic		Graduate Burger		
Veggie Burger	\$12.00	Veggie Burger	\$ 9.25		\$ 14.00	
				Tuna Burger is \$ 18.00	\$ -	
	\$11.50		\$11.33		\$13.67 16%	
SANDWICHES & WRAPS	+=	SIGNATURE		SANDWICHES & WRAPS	+ + = = =	
Grilled Cheese Sandwich	\$7.00	Blazing Pineaple		Turkey and Brie		
		Craft Burger		Club House		
Beef Dip	\$10.50	Big Smoke Burger		Beef Dip		
Reuben	\$10.50	Swiss Melt		Reuben		
Club Wrap	\$11.00	Spicy Burger			\$ 11.00	
Grilled Veggie Wrap	\$10.00	Chicken Burger		Street Dog	\$ 13.00	
Cajun Caesar Wrap	\$10.00	Jerk Chicken	\$ 9.75			
	\$9.83		\$13.11		\$13.17 26%	
RICE BOWLS				PASTA AND BOWLS		
Thai Prawn Curry	\$10.00			Green Thai Prawn Curry	\$ 14.00	
Ginger beef	\$10.00			Stir FRY (prawn chicken or tofu)		
Sesame Chicken	\$10.00			Cajun Mac N Cheese		
Sestine Smoken	410100			Meatball Linguini		
				Baked Chicken Penne		
				Med linguini	한 방법	
				Bombay Curry		
2	\$10.00			Bonibay Cully	\$13.57 26%	
	\$T0.00				Q20107 2070	

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CLASSICS

BEEF

Canadian AAA beef, char-grilled, hand crafted - made fresh daily

Little 5.50

Big 6.50

+ Add Canadian smoked cheddar 1.75

+ Add Crispy Bacon 1.75

VEGGIE

soy patty, perfectly seasoned with sea salt, garlic + spices 7.50

BAJA VEGGIE

Soy patty, chipotle mayo, avocado, house-made pico de gallo, lettuce 9.25

MAKE ANY BURGER A COMBO

HAND-CUT FRIES + SODA OR BOTTLED WATER 4.50 + ONION RINGS 1.00 + POUTINE 1.00 + FRY-RINGS 1.00 + BOYLAN'S 1.00 + MILKSHAKE 2.00 GREAT ADDITIONS

CHEESES + GOURMET TOPPINGS 1.75

Swiss, Smoked Canadian Cheddar, Gorgonzola, Pico De Gallo, Slaw, 2 Slices Of Crispy Bacon

SIGNATURE TOPPINGS 1.25

Caramelized Onions, Grilled Pineapple, Avocado, Sautéed Mushrooms

DIPPING SAUCES 1.25

Horseradish Mayo, Rosemary Mayo, Spicy Chipotle, Cilantro - Feta, Gravy, BIG sauce

CLASSIC TOPPINGS FREE

Ketchup, Dijon Mustard, Mayo, Lettuce, Tomato, White Onion, Fresh Jalapeno

*banana peppers and yellow mustard are also available

DRINKS

MILKSHAKES strawberry, vanilla or chocolate

COOL + REFRESHING Boylan's Cane Sugar Sodas, San Pellegrino Original + Flavoured, Pure Leaf Ice Teas

SIGNATURE

BLAZING PINEAPPLE grilled sweet pineapple, BBQ sauce, mayo, banana peppers, lettuce, tomato 8.50

CRAFT BURGER sauteed mushrooms, house-made rosemary-garlic mayo, lettuce, tomato 8.50

BIG SMOKE BURGER®

horseradish mayo, caramelized onions, smoked cheddar, lettuce, tomato 8.50

SWISS MELT Swiss cheese, sauteed mushrooms, BBQ sauce, mayo, lettuce, tomato 8.50

SPICY BURGER caramelized onions, house-made chipotle mayo, jalapenos, lettuce, tomato 8.50

BLUE BURGER

avocado, Gorgonzola, house-made rosemary-garlic mayo, lettuce, tomato 8.50

CHICKEN SOUTHERN FRIED boneless chicken breast, lightly breaded, mayo, chipotle mayo, slaw, pickle 9.75

JERK CHICKEN Jerk marinated boneless chicken breast, banana peppers, BBQ sauce, mayo, slaw 9.75

CHICKEN BURGER

Boneless grilled chicken breast with your choices of classic toppings. 9.00

FAVOURITES

DOUBLE BIG

2 AAA beef patties, smoked Canadian cheddar, lettuce, pickle, white onion, BIG sauce 9.75

LAMB

Fresh Ontario lamb, house-made cilantro-feta, white onions, lettuce, tomato 9.75

THE BEAST

AAA beef patty, smoked Canadian cheddar, sauteed mushrooms, bacon, onion ring, BIG sauce 11.25

THE HOGTOWN

Boneless grilled chicken, Swiss cheese, sauteed mushrooms, bacon, rosemary-garlic mayo, Dijon mustard, lettuce, tomato 11.25

MAKE IT A SIGNATURE BURGER

WITH A VEGGIE PATTY WITH CHICKEN OR LAMB SIDES

FRENCH FRIES hand-cut fresh, daily Little 3.25 Big 4.25

ADD GRAVY 1.25 ONION RINGS 4.75 crispy, breaded + lightly fried

BURGERS+sandwic	hes
accompanied s3 substitute caesar/ w/ fries or greek salad, poutine, mixed greens mac+cheese, onion rings	burgers made w/ free range grass fed beef
(f) make it a lettuce wrap	i
Freshman Burger brioche bun, butter lettuce, tomato, onion + ma	12 Byo
Graduate Burger brioche bun, bacon, cheddar, butter lettuce, tomato, pickle + caramelized onion	15
Reuben Sandwich grilled rye w/ montreal smoked meat, swiss cheese + sauerkraut	13
Street Dog pretzel baguette, farmer sausage, bacon, slaw, fontina cheese + dijonnaise	13
Seared Tuna Burger black sesame bun, albacore tuna, avocado, slaw + wasabi mayo	18
Veggie Burger® brioche bun, spinach, tomato, red onions + basil mayo	14
Turkey & Brie Sandwich sourdough w/ oven roasted turkey, brie, tomato + cranberry mayo	13
Beef Dip portuguese bun, brisket, sriracha infused cream cheese, crispy onion + au jus	15
Ilia's Club House portuguese bun, crispy chicken breast, bacon, butter lettuce, tomato + basil mayo	14
B.L.T. add avocado \$1.5	11

SOUP+salads

Cobb Salad

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mixed greens, honey ham, chicken, poached egg, avocado, blue cheese, candied walnut + ranch 13

Spinach Salad ® yams, goat cheese, pine nuts + maple balsamic 12

Ilia's Salad

mixed greens, chicken, cranberry chutney, feta, tomato, pistachio + honey lime vinaigrette **12**

Char Broiled Steak Salad

julienne NY striploin, mixed greens, cherry tomatoes + blue cheese prosciutto dressing **16**

Caprese Salad®

roma tomatoes, red onions, fresh basil, capers, cherry bocconcini, balsamic vinegar + olive oil **12**

Imake your salad gluten free

Caesar Salad

romaine, parm, bacon, fried capers, crostinis 11 add chicken \$4/crispy chicken \$5/ make it a po boy \$5

Soup & Salad today's soup w/ a side house salad 8

French Onion Soup beef broth, baguette, baked fontina, mozza + cheddar 6

Pho beef brisket, rice

vermicelli, fresh herbs, sriracha + hoisin **9**

Soup of the Day ask for today's creation 6

Spinach Artichoke Dip ® 12 Daked w/ roasted garlic, mozza, fontina & 12 Lid's Onion Rings ® 12 Daako breaded & flash fried 12 Yam Fries ® 7 Chipotle mayo 10 Beer Battered Prawns 10 Six jumbo prawns + sweet chili 6 Agedashi Tofu ® 6 deep fried tofu, soy sauce, ginger + sesame sauce 13 Crab Cakes 13 crab, shrimp, avocado, green apple, mixed greens + chipotle mayo 13 Image 1 fontina, mozza, ichedar, olives, beef brisket, or chicken \$3 Image 2 Image 2 dress it with guacamole, beef brisket, or chicken \$3 Image 2 Image 2 dress it with guacamole, beef brisket, or chicken \$3 Image 2 Sour cream + saba or chicken \$3 Calamari 13 seasoned, breaded calamari + tzatziki sauce Tuna Tataki® seared albacore tuna, arugula, carrot, daikon, mixed greens, red cabbage, green onions + spicy lemon dressing 14 Beef or Veggie Sliders ® 12 Poutine 6 fries, cheese curds + beef gravy 6 Beris cheese curds, beef gravy + brisket 10 <th>SHAREable</th> <th>s</th>	SHAREable	s
baked w/ roasted garlic, mozza, fontina & cheddar - served w/ corn chips lia's Onion Rings panko breaded & flash fried Yam Fries 7 chipotle mayo Beer Battered Prawns 10 Six jumbo prawns + sweet chili Agedashi Tofu G deep fried tofu, soy sauce, ginger + sesame sauce Crab Cakes crab, shrimp, avocado, green apple, mixed greens + chipotle mayo Image: Sour cream + salsa Image: Sour cream + salsa Calamari seasoned, breaded calamari + tzatziki sauce Tuna Tataki Beef or Veggie Sliders Beef or Veggie Sliders Drinche bun, avocado, tomato, cheddar + basil mayo - sub tuna \$4 Poutine fries, cheese curds + beef gravy Beef Brisket Poutine fries, cheese curds, beef gravy + brisket Baked Potato Poutine fries, cheese curds, beef gravy + brisket Baked Potato Poutine fries's Falafel Mila's made falafel, hummus, tzatziki, greek Salad + naan <	/	
banko breaded & flash fried Yam Fries @ chipotle mayo Beer Battered Prawns six jumbo prawns + sweet chili Agedashi Tofu @ Geep fried tofu, soy sauce, ginger + sesame sauce Crab Cakes crab, shrimp, avocado, green apple, mixed greens + chipotle mayo Image:	baked w/ roasted garlic, mozza, font	
chipotle mayo Beer Battered Prawns six jumbo prawns + sweet chili Agedashi Tofu (*) deep fried tofu, soy sauce, ginger + sesame sauce. Crab Cakes crab, shrimp, avocado, green apple, mixed greens + chipotle mayo Image:		12
six jumbo prawns + sweet chili Agedashi Tofu (*) 6 Agedashi Tofu (*) 6 deep fried tofu, soy sauce, ginger + sesame sauce 13 Crab Cakes 13 crab, shrimp, avocado, green apple, mixed greens + chipotle mayo 13 Image: Intervent of the set of		7
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crab, shrimp, avocado, green apple, mixed greens + chipotle mayo fontina, mozza, a cheddar, olives, black bean, peperoncini, sour cream + salsa Calamari seasoned, breaded calamari + tzatziki sauce Tuna Tataki® seasoned, breaded calamari + tzatziki sauce Tuna Tataki® See for Veggie Sliders ® brioche bun, avocado, tomato, cheddar + basil mayo - sub tuna \$4 Poutine fries, cheese curds + beef gravy Beef Brisket Poutine fries, cheese curds, beef gravy + brisket Baked Potato Poutine fries, chives, sour cream Bombay Curry Chicken Poutine topped w/ bruschetta tomatoes Fred's Falafel ® Ilia's made falafel, hummus, tzatziki, greek salad + naan <td></td> <td></td>		
a cheddar, olives, black bean, peperoncini, sour cream + salsa dress it with guacamole, beef brisket, or chicken \$3 Calamari seasoned, breaded calamari + tzatziki sauce 13 Calamari seasoned, breaded calamari + tzatziki sauce 14 Tuna Tataki® 14 seared albacore tuna, arugula, carrot, daikon, mixed greens, red cabbage, green onions + spicy lemon dressing 12 Beef or Veggie Sliders ® 12 brioche bun, avocado, tomato, cheddar + basil mayo - sub tuna \$4 10 Poutine 6 fries, cheese curds + beef gravy 10 Baked Potato Poutine 10 Fries, cheese curds, beef gravy + brisket 10 Bombay Curry Chicken Poutine topped w/ bruschetta tomatoes 11 Fred's Falafel ® 11 Mia's made falafel, hummus, tzatziki, greek salad + naan 11 Wings Pounder 12	rab, shrimp, avocado, green apple,	13
a cheddar, olives, black bean, peperoncini, sour cream + salsa dress it with guacamole, beef brisket, or chicken \$3 Calamari seasoned, breaded calamari + tzatziki sauce 13 Calamari seasoned, breaded calamari + tzatziki sauce 14 Tuna Tataki® 14 seared albacore tuna, arugula, carrot, daikon, mixed greens, red cabbage, green onions + spicy lemon dressing 12 Beef or Veggie Sliders ® 12 brioche bun, avocado, tomato, cheddar + basil mayo - sub tuna \$4 10 Poutine 6 fries, cheese curds + beef gravy 10 Baked Potato Poutine 10 Fries, cheese curds, beef gravy + brisket 10 Bombay Curry Chicken Poutine topped w/ bruschetta tomatoes 11 Fred's Falafel ® 11 Mia's made falafel, hummus, tzatziki, greek salad + naan 11 Wings Pounder 12	s	
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Fred's Falafel ® 11 ilia's made falafel, hummus, tzatziki, greek salad + naan Wings Pounder 12	creamy roasted garlic curry & chicke	
Salad + naan Wings Pounder 12	Fred's Falafel ®	
		, greek

PASTA+bowls Green Thai Curry Bowl @@ (wat man) 14 choice of prawns, chicken or tofu - green curry, 13 coconut milk, julienne veggies, rice + naan 13 Cajun Sausage Mac n' Cheese 13 elbow noodles, italian sausage in a cream cheese 13 cajun sauce baked au gratin 12 Meatball Linguini 12 grass fed beef meatballs, marinara sauce 14 Baked Chicken Penne 14 chicken, sundried tomatoes, basil, parsley + alfredo 15 Sundried & fresh tomato, kalamata olives, sweet 15 sundried & fresh tomato, kalamata olives, sweet 14 creamy roasted garlic curry topped with bruschetta - choice of 14 creamy roasted garlic, fresh ginger, sweet & savoury 14 sauce + jasmine rice - choice of prawns, chicken or tofu 12 PIZZetta bell peppers, red onions, ham, baby back bacon, scalion, rose sauce, fontina, mozza + cheddar 12 Margherita Pizzetta ® Prosciutto Pizzetta fresh tomato, fresh basil, onions, garlic, fontina, mozza + cheddar 12 Veggie Pizzetta Curry Chicken Pizzetta oni		
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chicken, spinach, sundried & pepperoni, mushrooms,	pesto + tomato sauce, fontina, mozza, cheddar +	green & red onion, cilantro +
mozza, cheddar + feta 12	chicken, spinach, sundried & fresh tomato, fontina,	
(6) \$2 make your pizza gluten free	(f) \$2 make your	pizza gluten free

BIGbites	
Chicken or Eggplant Parmesan ® oanko breaded & baked w/ oarmesan, mozzarella cheese & tomato sauce + linguini alfredo add prawns \$6	14
New York Steak Boz striploin, red wine demi glaze, grilled /egetables + sour cream & bacon roasted potatoes	25
Fish n' Chips peer battered cod, fries + slaw	12
Tourtière the French Canadian name for meat pie – pork, grass fed beef, onions, garlic + caesar salad	14

SIMON FRASER STUDENT SOCIETY'S HIGHLAND PUB

4:20 TUESDAY

Spring Rolls 4.20 with Tamarind aioli

Wontons 4.20 Chicken or Vegetarian

Banh Mi 4.20 Chicken or Vegetarian Garlie Aloli picklod carrots encumbors ellantro Jalaponos

Su Mai Dumplings 4.20 Vegetarian or Pork

Vietnamese Rice Rolls 4.20 Chicken or Vegetarian

Thai Chicken Bites 4.20 with Sweet Chili Sauce

Wings 4.20

Sriracha, Lemon Pepper & Sweet Chili Sauce

SIMON FRASER STUDENT SOCIETY'S HIGHLAND PUB

\$5.00 FRIDAY

Basic Burger with Fries 5.00

Add cheese 2.00 Add Bacon 2.00 Add Salad 3.00

Beef Dip with Fries 5.00

House reast boof, heagle roll, au jus

Nachos 5.00

Jack and Choddar, chopped temato,elives and pickled Jalapone, salsa & sour cream Add Chicken 3.00 Add Taco Beel 200

Mac Cheese 5.00

Add Chicken 3.00 Add Bacon 2.00 Add Lobster 4.00

Perrogies 5.00 Chicken or Vegetarian

FBS Operations Charting a New Course



Why we are here

In 2015 the board was given two options regarding FBS operations

- Define FBS as a "service" that we should be providing to students at a defined annual cost.
- Define FBS as a profit-centre that needs to generate a return-on-investment for students.

Food and beverage operations was determined to be a profit center

2016-2017

Changes to operating model

- Request from Board to provide a budget that limits loss to less than \$200,000.00 for fiscal 2015-2016
- Food and Beverage closes Pub for summer semester
- Reviewed and reduced operating hours now closing 10:00pm unless events are scheduled
- Bar closed on Monday evenings
- Savings in monthly labour cost estimated at \$4000.00/month
- Benefit savings of \$2000.00 / month for 3 months
- Close operations during quiet exam period
- Events Catering driven model proposed as a possible solution
- Request by CEO to provide a solution to limit loss to \$100, 000.00 in fiscal 2016-2017

What Else are we Planning

- New menu offerings are needed now that we have a new but stable kitchen crew we will plan new offerings see 4:20 and 5\$ Friday
- Review and adjust Ladle pricing to reduce food costs by 5% (increase annual profit of \$6,500.00)
 10% (increase annual profit of \$13,000.00)
- Review and adjust pricing of Pub menu to reduce food costs by 5% (increase to annual profit of \$13,500.00)
 10%(increase to annual profit of \$27,000.00)

Yes that means raising prices

See copies of Club Ilia and Big Smoke Menus compared to ours

 Lets look at how we compare to other locations like Club Ilia and Big Smoke Burger

What else can we do

- Increase attendance on slow nights Open mic, Comedy Nights, Trivia Events
- Event Night to show case the possibilities for the space
- New Promotions / Operating Options
- Mountain Size Program or Alumni Sponsered Program
- Lower area as food primary
- Rental Fees for use of space

Possible Events

- Treasures Under the Tents (host a vintage market sale on the patio)
- Comic Arts Festival
- Rooftop Cinema
- Technology & Entertainment Show
- Study Space /Lounge Space
- Comedy Show
- RibFest / BBQ Contest
- Pub Dance Festival
- Talk on Feminism and Socialism
- Tribute Night (ode to musicians, poets, artists)
- Trivia Night
- Occasional Fitness Class Centr
- Old Textbook Sale
- Wine Appreciation Day
- Seminars (ex. Creative Writing)
- Tea Expo
- Vegan Expo
- Star Search (ex. SFU's Got Talent)
- Karaoke Night
- Wardrobe Therapy Provide students with dressing consulting services for interviews

- Sushi Appreciation Day
- Theme Days (ex. Deighton Cup)
- Zero Waste Market
- Paint and Wine Night (with instructor)
- Joint staff, faculty and Board event (multiple events combined on one day)
- Multi Club and DSU Social (combine multiple club events and host in the Pub)
- Plant Sale
- Plays and other theatre performances (using local SFU talent)
- Apocalypse Game
- Post Tech Shop Display (show-offproducts made inclass)
- Impromptu Poetry Contest (Poetry Slam)
- Best Electrical/Mechanical//IT/Civil Engineer Contest
- Cosplay for Famous Inventors/Scientists/World Leaders
- Open Forum (SFU community facilitate their own talk)
- Game Nights/Days Board Games
 - FIFA Tournament (Credit: Board members)
 - League of Legends Tournament (Credit: Board members)

Can we increase revenues with an Events Driven Model

- Is it feasible ?
- Where does the revenue come from?
- How many events ?
- What sort of new revenue might be created?

Lets see how the numbers work

					Statem o	FSS Food& Bea nt Of Resenues a Periods Ended a ed Draft - For Ma	And Expenditur april 30 20117														
					onardine	u Dat - Form.	nganan osec	uiy													
	(\$210,485)	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEE	MA	APF	R TOTAL							
REVENUE			<i>,</i> .																		
	Sales (Schedule 1)	29,492	34.27	23,105	20,141	132,199	136,966	113,707	67,108	107,093	85709	89,77	77,06	3 916,63							
	Cost Of Sales (Schedule 1)	14,719	16,678	10,136	2,260	46,340	54,072	40,34	42,620	37,110	39,84		7 24.74	4 396,83		39%					
	Gross Profit	14,772	17,593	12,970	17,881	85899	82,894	73-39-4	24,488	69,98		51.17									
	Direct expenses (Schedule 1)	21,760	15616	2,689		57-99-5	64,306	57,898	43001	592						5%					
	Total Reenue	(6,987)	1,977	(8,719)	(1,976)	28,264	18,588	15495	(18,93)	16,099	4,136	(5.38) (2,101	i) 40,895							
OTHER REVENUE	Total Other Resenue				86																
	NET REVENUE (A)	224	426	61	00	274	74.4	99	(68)	4,09	375										
	NET REVENUE (A)	(6,764)	2,40]	(8,658)	(1,891)	28,558	19,332	16,014	(18,581)	20,110	4.9	5 (4.949) (1,722	48,34;							
OPERATING EXPENDI	TURES																				
CA ERCTING EXTERN	NET EXPENDITURES (B)	19.754	15 599	17945	20.85	26,590	347	27,014	20,463	21,27	25.39	20,42	20,208	3 258,832		8%					
	(a. r Enr Enerrone3 (B)	191.091	.5.29	•//945	0,050	20,590	-94/4	2,014	a,40j	2,2,	5,95	20,42	ە ئەربە	وە, بوس							
	OPERATIONAL																				
	SURPLUS/(DEFICIT)	19.754	15 599	17,945	20,858	26,590	23.472	27,014	20,463				20,208								
	Severance Papouts NET OTHER (C)	0	0	0	0	0 26,590		0	0 20,463	0 21, 27											
	NET OTHER (C)	19.754	15 599	17,945	20,858	20,590	347	27,014	20,463	21,27	25.39	20,42	20,208	5 295,832							
	OVERALL SURPLUS /(DEFICIT)	(26,98)	(13,196)	(26,604)	(23,74.9)	2,008	(4,14p)	(11,000)	(39,044)	(1,162	(20,814	(25.37	(a.930) (20,485)							
	Equals (A) minus (B+ C)																				
	YTD Surplus/(Deficit)	(26,98)	(39,673)	(66.27)	(89.026)	(87,018)	(91,158)	(10 2,158)	(141.202)	(142,364)	(163,178	(188,554) (20,485	5) (20,485)							
	(Data)	(20,90)	09,079	(00,2//)	(89,020)	(8,2018)	(91,195)	(10,4,156)	(141,202)	(144304)	(10 5 1/8	(100,39	(40,405	9 (20,489							
		MAY	JUN	IUL	AUG	SEP	OCT	NOV	DEC	JAN	FEE	MA	APF	R TOTAL							
REVENUE		MAT	JUN	JUL	AUG	SEP	uu	NOV	DEC	JAN	FER	MA	C APP	K IOIAL							
REVENUE	Pub Food	0	11.4 .	4.35	70.	26,662	32,464	29,918	19,696	24,43	19,046	25.02	2 18,96	5 200,963							
60% reduction	Staff Discount Meals	(23,)	(32.)	4-30	0.	(54)	(681)	(708)	(47)	(405											
	Mgr Promo/Quality					0.00	(132)	(,,	0	(143)				(274)							
	Pub Liquar	¥60.	967	290.	9 24-	46,475	41,325	33959	18,192	37.16		2 26,89	2 22,398								
	Higher Grounds	13,036.	20,739.	11,947	7.393	23,063	26,282		11,9 %	18,726	16,60	5 17,89									
	Ladle	4.599	3947	3891.	1,889.	13,065	18,997	16,908	7,589	12,119	10,95	2 11,340	10,70	u516;							
6\$6	Catering Food	10,675	8,990.	2,20.4.	9,222	20,002	18.606	11,673	9,706	14,568	12, 20 9	9,240	9,240	13593	\$105244	Current Sep	t To April				
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		005	340.		495	5400	,,,	0.4	111	•,					0%	\$		Δυρεραιο	Dollars per m	onth new s	alae
	New Catering Resenues					0		0	-	0					070						
	TOTAL REVENUE	29,492	34.27	23,105	20,141	132,199	136,966	113707	67,108	107,093	85709	89.77	77,06	3 916,63		\$			que based on l		
																	-	Average	Number of ne	ew customer	rs needed / mo
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COST OF SALES																	-	Total n	ew customers		
					Averag e																
					number																
					of New																
					custom																
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					month	0	0	0	0	0	0	0	0	-							
					Average																
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					catering per																
					per	\$ 6.81	\$ 5.18	\$ 4.66	\$ 6.40	\$ 4.43	\$ 4.7	\$ 5.70	\$ 4.91								



Facilities Services Building 8888 University Drive, Burnaby, BC

Fax: 778.782.4521 www.sfu.ca/fs

PRELIMINARY ESTIMATE APPROVAL FORM

PROJECT NO.	304513 Plexiglass Doors for Poster Boards (Convo Mall) sfssgo 778-782-3870 Student Society	ESTIMATE No. ESTIMATE DATE FROM PAGES	102451 September 07, 2016 Josh Angle Building Technologist 1/1
BUILDING	Convocation Mall Burnaby Campus	LOCATION	
	Project Description:		
	Fabricate, Finish, and Install (1) 7'6" x 7'6" x 8" and enclosures c/w Plexiglas doors and lock.	d (1) 5'0" x 7'6" x 8'	' Tackboard
	Scope of Work:		
	Fabricate to meet client specifications.Apply clear lacquer.Install enclosures.		

PRELIMINARY ESTIMATE (+/-30%):

\$3,000

Activation of Telephone and data lines is not included in this estimate. Please contact Operations and Technical Support directly to activate services. If not approved within thirty (30) days this project will be cancelled.

Department Budget Authority

Date

Title: MSE Student Fair Spending By-law (Motion AGM 2016-?????)

(Proposed by: Dylan Belvedere / Seconder:)

Goal: To protect Mechatronic Systems Engineering (MSE) students from unequal spending by SFSS in the future. Based on the calculation of consistent unequal seen in the SFSS budget vs. AFTE credits per campus, and the Build SFU referendum. This unequal spending negatively effects students on Surrey and Vancouver campus as they are unable to receive essential services which are provided at Burnaby campus which include, but are not limited to Out On Campus, Women's Centre, affordable food and beverage services.

The current spending per campus from the SFSS budget should be around 17% of the total going to initiatives and services at Surrey and Vancouver Campus, currently this is not happening. This a total of near \$100,000 increased amount Surrey and Vancouver should have got, taking 2014-2015 for example. The Build SFU initiative is also specific to Burnaby campus, and taking 17% of the \$60 million is around \$10.2 million.

As MSE is a completely Surrey based program, except for the potential of 3 electives [1], the spending of the SFSS does little benefit for the students of MSE. The goal of this motion will be to protect the MSE students from this spending unless the SFSS does something to bring it to more equal terms within the next 8 years. Other Vancouver and Surrey based programs may make their own decision to create these protections if they choose.

It is important to address that with increased tuition nearly yearly that students are getting their fair share out of what they are required to pay. Most importantly the student society is providing the resources and services that can be essential to many, on all of the campuses it represents.

Whereas: The SFSS has been unequally spending fees per campus vs. AFTE credits for the past several years. Which brings a low amount of benefit to the Surrey and Vancouver based students

Further whereas: Build SFU is solely based on Burnaby campus, bringing a low amount of benefit to the Surrey and Vancouver Based

Further whereas: Students at Surrey and Vancouver campus have very limited access to essential student services including, but not limited to Out On Campus, Women's Centre, affordable food and beverage services

Further whereas: It is the mission of the SFSS to fairly serve all students as equally and fairly as possible

BIRT: A by-law is added to the new SFSS by-laws that are being created to meet the BC Societies act in the appropriate section that states as follows:

1. If the SFSS does not spend funds at Surrey and Vancouver campus of at least \$10 million by January 1, 2024.

a. The SFSS will seek access to the records containing all MSE students who had paid towards Build SFU and total this amount, this amount will be placed in a fund by Fall Semester 4which can only be accessed by MSE students, or be used to create scholarships for MSE students until the fund is depleted. These funds will remain in the SFSS bank account but, have the bindings that are mentioned and all tracking and accounting of these funds will be done by the SFSS.

b. Starting with the Fall Semester of 2024, declared MSE students will have a 20% reduction in fees UG Student Activity Fees[2] paid to the SFSS.

[1] MSE 4-Year Set Curriculum <u>https://www.sfu.ca/mechatronics/current-students/undergraduate-students/undergraduate-program-requirements/4-year-undergraduate-curriculum-fall-2014.html</u>

*Note: All MSE titled courses are only in Surrey, and the others are also offered and only with special approval can be taken elsewhere

[2] Student Activity Fees <u>https://www.sfu.ca/students/calendar/2016/fall/fees-and-regulations/tuition-fees/undergraduate.html#SAF</u>

Question Branch 1 Question Branch Audience: General Question Branch Intent: Learn how can we better provide you with information on the SFSS Services, Activities, and Initiatives?

Q1a:

What are your preferred methods of receiving updates from membership sites like SFSS?

- Direct Email Subscription
- Twitter Subscription
- Scheduled Newsletter
- Check the Blog Directly
- Check the Twitter Feed Directly
- Check the Twitter Feed on Website Homepage
- Check the Highlighted Articles on Website Homepage

Q1b-h:

How effective are the following methods at keeping you up to date the activities of organizations you are involved in?

- Direct Email Subscription: 1 2 3 4 5 NA
- Twitter Subscription: 1 2 3 4 5 NA
- Scheduled Newsletter: 1 2 3 4 5 NA
- Check the Blog Directly: 1 2 3 4 5 NA
- Check the Twitter Feed Directly: 1 2 3 4 5 NA
- Check the Twitter Feed on Website Homepage: 1 2 3 4 5 NA
- Check the Highlighted Articles on Website Homepage: 1 2 3 4 5 NA
- Text Notifications: 1 2 3 4 5 NA
- Chat Group apps: 1 2 3 4 5 NA

Q1i:

(Open) How can we better organize the resources provided by the SFSS?

Question Branch 2 Question Branch Audience: General Question Branch Intent: What SFSS Services, Events, and Initiatives are you most interested in learning more about?

Q2a:

Were you aware that the SFSS administers the following services? (Radio) List Services:

Q2b:

Which Services, Events, and Initiatives are you most interested in learning more about? (Radio) List Services:

Q2c:

How useful would you find the following methods for helping you to learn more about your selected Services, Events, and Initiatives

• Direct Email Subscription: 1 2 3 4 5 NA

- Twitter Subscription: 1 2 3 4 5 NA
- Scheduled Newsletter: 1 2 3 4 5 NA
- Check the Blog Directly: 1 2 3 4 5 NA
- Check the Twitter Feed Directly: 1 2 3 4 5 NA
- Check the Twitter Feed on Website Homepage: 1 2 3 4 5 NA
- Check the Highlighted Articles on Website Homepage: 1 2 3 4 5 NA
- An Onsite Customer Service Chat: 1 2 3 4 5 NA
- Central Guidelines provided by the SFSS: 1 2 3 4 5 NA
- A Central SU Website Structure administered by the SFSS: 1 2 3 4 5 NA

Q2d:

(Open) How can we better organize the resources provided by the SFSS?

Question Branch 3 Question Branch Audience: Clubs and Unions Question Branch Intent: Assess barriers to Awareness and Involvement?

Q3a:

Have you been an active member in any Student Unions or Clubs?

Q3b:

If so, which clubs or Student Unions have you been involved in?

Q3c:

Are you aware that many Student Unions Meet to plan initiatives and Events?

Q3d:

Are you aware that you are automatically a member of the Student Union for your declared major or minor, and any department in which you are currently enrolled and are entitled to participate in the Student Union Meetings and Events?

Q3e:

Have you experienced any of the following obstacles in becoming an active member of a Student Union or Club?

- Not interested in being an active member of a Student union or Club
- I didn't know it existed
- I didn't know the qualifications for membership
- I didn't know the mandate for Student Unions
- Lack of easy to find information on my Unions
- Outdated or unavailable contact information
- Couldn't find the meeting times
- Couldn't attend the scheduled meetings
- Didn't feel welcome

Q3f:

(Open) How can we better organize the resources provided by the SFSS?



GRANTING AND APPEALS COMMITTEE

Name and Type

Name: Granting and Appeals Committee **Duration**: The committee will be established upon the adoption of these terms of reference and dissolved at the discretion of the Board.

Purpose

This purpose of this committee is to review grant proposal submissions exceeding a value of \$3,000 and to hear proponent appeals.

Membership

- Voting members
 - o President (ex-officio)
 - o 5 board members
- Non-voting ex-officio members
 - Chief Executive Officer
 - o General Office Coordinator

Deliverables

The purpose of this committee is to:

- review grant proposals exceeding a value of \$3,000 and approve or reject those proposals,
- hear appeals from proponents where proponents feel the granting process was not followed or where the proposal evaluation is believed to have been based on misinformation, and
- provide summary reports to Board on all grant proposal evaluations and appeal hearings.

Governance

The committee will strive for consensus. Where no consensus is reached, the committee will make decisions by simple majority vote.

A majority of voting members constitutes quorum.

Robert's Rules of Order shall govern the conduct committee meetings.

Communications

The committee shall meet in person as required and at the call of the Chair.

The committee shall report on its progress at Board meetings.

The Chair may call a meeting where a notice of three working days has been provided.

Relevant Policies

- Ends Policies
- GP-6: Board Committee Principles
- GP-7: Board Committee Structure



<u>A Man in Need is a Man Indeed:</u> Ascertaining the underrepresentation of men in Simon Fraser Student Society (SFSS) services

Introduction

It is our opinion that male-identified students at Simon Fraser University experience issues related to mental health or abuse but the lack of a safe space dedicated to their gender makes it harder for them to reach out to other male-identified students and staff about their problems. The members of Simon Fraser University Advocacy for Men and Boys (SFUAMB) under the direction of Dr. Alexandra Lysova intend to conduct a study into the need and desirability of a Men's Resource Centre at SFU. This study will be conducted over the course of the fall semester.

Purpose of the Study

The goal of this study is to determine whether or not male-identified students have the space and resources to allow them to discuss and overcome their personal issues. Additionally we want to ascertain how they feel about the current lack of gender specific services available to them on campus.

Methods

This will be a standard sociological study. We will collect data through anonymous surveys and then use standard statistical analysis, including regression analysis and comparative subgroup analysis to interpret the data. Our supervisor Dr. Lysova will oversee the statistical analysis of the data we collect. We will determine what percentage of the male student body feels that they are unrepresented at the university. We will also determine how much work needs to be done in explaining and qualifying the use of a men's centre at SFU.

Description

We intend to use outreach tables in the AQ to inform people of the proposal and to direct them towards an online survey. The survey will contain a number of pertinent questions that will help us ascertain what services students would like to see in a men's resource centre.

Information for Participants

The information provided is confidential and will not be disclosed. If the study makes you uncomfortable for whatever reason, SFU provides health and counselling services at the bottom of Maggie Benston Centre. Participation is voluntary and you can discontinue your participation at any time. Answering all the questions would be the most helpful to us. If you cannot reach health and counselling there is a 24/7 crisis line available at 604 872 3311.

We are a student led club at Simon Fraser University looking to ascertain the unmet need for male students in terms of services. We are studying the attitudes that students have towards

these services, and their experiences with men's issues. Some of the questions pertain to uncomfortable things you may have experienced. All answers will be strictly confidential, and the researchers will not have access to your name.

The Researchers are:

Dr. Alexandra Lysova Jesse Velay-Vitow Geneviève Haag Enya Leger Email: <u>alysova@sfu.ca</u> Email: j<u>velayvi@sfu.ca</u> Email: <u>ghaag@sfu.ca</u> Email: <u>eleger@sfu.ca</u>

Preamble

For the purposes of this survey, by violence we mean unwanted violence of a nature you were/are not comfortable with. Intimate partner is taken to mean someone with whom you cohabitated and dated. For example girlfriend/boyfriend.

Questions

- 1. What is your sex?
 - 1. Male
 - 2. Female
 - 3. other.
- 2. What year of university are you in?
 - 1. 1st
 - 2. 2nd
 - 3. 3rd
 - 4. 4th
 - 5 5th+
 - 6 Graduate Student
- 3. How old are you?
 - 1. 18
 - 2. 19
 - 3. 20
 - 4. 21
 - 5. 22-24
 - 6. 25-29
 - 7.30-39
- 4. My intimate partner has at least once in our relationship pushed, slapped, punched or kicked me (for example, kicking, punching, slapping, pushing, scratching or biting.)

- 5. I have at least once, during my time at university, pushed, slapped, punched or kicked my intimate partner.
- My intimate partner has ever controlled of whom I hang out with, read my private messages, made me feel as if I can not safely leave the relationship, tried to convince me I had mental health issues (gaslighting).
- 7. At least once in the relationship, I have controlled who my partner hangs out with, read their private messages, made them feel as if they can not safely leave the relationship, tried to convince them that they had mental health issues (gaslighting).
- 8. I have experienced other violence during my time at university in the home, at school, from peers, etc.
- 9. I have experienced anxiety, depression or some other form of mental or emotional distress during my time at university.
- 10. I have felt or been made to feel excluded from on-campus spaces because of my gender.
- 11. I am aware of support services on campus.
- 12. I am satisfied with the availability of support services for students on campus.
- 13. I am satisfied with the quality of support services on campus.
- 14. I am likely to use support services on campus.
- 15. I am likely to use a resource centre devoted to raising awareness of men's health and other societal issues facing men such as fatherlessness, homelessness lack of access to resources etc.
- 16. I would likely recommend such a centre to my friends.
- 17. I am aware of the issues that men face on campus and in society.
- 18. Do you have any comments you'd like to share?

Aside from the first three questions all others have options Strongly Agree, Agree, Disagree, Strongly Disagree.

Ethics

No information will be disclosed from the responses we get, except the aggregate percentages. The survey can be exited at any point prior to completion. We will be applying through ORE for ethics approval.

Risks

There is the risk that an abuser could find out that the person the are abusing has filled out a survey and retaliate. We are mitigating this by having the survey be completely anonymous, and by making it possible to exit at any time. Since the survey can be done online, it is unlikely that anyone would find out unless the survey respondent told them. There is a risk that the sensitive

nature of this survey could cause psychological distress in the participants. We are addressing this by making is possible to exit before completion, and by providing contact information to crisis lines and SFU health and counselling at the beginning of the survey.

Budget

We are requesting funding to cover gift cards for the bookstore for randomly selected survey respondents to incentivize students to take the survey, as well as to cover printing costs and the purchase of coffee from SFSS catering. The detailed budget is below.

50 cups of coffee @ 2\$ each equalling 100\$ 6 times during semester	\$600
Posters to advertise the survey	\$100
Upright banner	\$300
Total	\$1100

Volunteers

The tables will be staffed by members of the various AMB clubs from the local area. Led by Team leaders from SFUAMB. They will all be well versed in the issues we are representing, and sensitive to people's worries and concerns.

Proposed Research Time-Table

We will conduct the survey until the end of fall semester. We will compile the data over the winter break and report our results at the beginning of the spring semester. Our goal is to get at least 300 respondents to the survey, but more is better.

This time table depends on how quickly the survey is passed by ethics and is subject to change.
SFSS DISABILITY AWARENESS WEEK EVENT SUGGESTION <u>& ROUGH OUTLINE</u>

<u>Purpose:</u> This event would be the first of its kind for the SFSS board. It would allow the SFSS to be actively involved with DAW and to show solidarity with those who identify with having disability(ies) and allies. This event aims to engage the SFU student community on the topic of accessibility, and to strengthen the SFSS's relationship with SUDS and the student body, especially those who identify with having disability(ies) and allies. A registration form will be created by SUDS and/or Committee to End Ableism soon and we will inform you about numbers, and what the accessibility needs are. Additional needs besides those outlined below might come up – but you should have all ASL (& and at least one Tactile Interpreter) booked beforehand.

We need your event confirmed by next week (September 21st, 2016), since we are hoping to have the registration form up by then. That form will be up for a few weeks and then the numbers and details will be sent to the board, hopefully in the first week of October. We are hoping to have posters up by the end of September along with a program pamphlet.

We would like all board members to participate throughout Disability Awareness Week. Understanding that the board is busy, gestures like showing up for events, volunteering, and getting the word out will be appreciated. Hosting your own event is the cherry on top! We are planning on sending individual invites to some staff and for this to be supported by board – since having more knowledge and understanding of the diversity of your membership is how we achieve Equity.

If you need any help please contact us through jheaven@sfu.ca

The event below has been suggested to the board because it is simple to organize, follows processes already known to the board, and allows for the student engagement and ownership linkage opportunities being sought by the board.

Event Date: October 21st, 2016

Event Duration: 1-4pm (not including setup/takedown)

Event Concept: A Social that facilitates a healthy and generative dialogue on the topic of SFU and SFSS's level of accessibility.

- The SFSS would provide food (ABSOLUTELY NUT FREE (peanuts and tree nuts) (VEGAN & GLUTEN FREE OPTIONS AVAILIBLE)
 - Last year, a similar event had much success with sushi (external catering)
- The SFSS would rent out an accessible space (SCENT FREE) last year scent free and Nut free posters were laminated to put up at events as a reminder for folks – we can provide these
 - <u>The Forum Chambers</u> (Elevators must be in order) was a suggested place – made accessible for students (including blind, those in wheel chairs or with canes) to safely move around
 - Preferably a space that was not in the MBC given the fact that some people still do not consider this area safe
- The topic of the night would be "Accessibility with SFU and the SFSS" and the night would be one of dialogue: allowing students at large and board members to engage with one another

What does this look like?



- There would be 4 stations set up in each corner of the room with food and drink being in the center of the space (OR perhaps certain sushi rolls at each station to encourage students to engage in the exercise)
- There would need to be 1-2 board members present at each station throughout the evening and they would engage students regarding the S.W.O.T. exercise
- Each station had a large poster paper that students could write on and/or students could write down on paper slips and submit to a comments box (one per station) and/or engage verbally with board members – this accommodates a spectrum of needs – also to ask folks what they prefer, because having one person to write down might be more accessible then individually

Accessibility Logistics: A quick look

- FM devices
- Tactile Sign Interpreters
- ASL Interpreters (minimum of two)

- Braille Versions of any paper materials and advertising online via screen reader-friendly medium (captioned photos, Facebook, email, etc.)
- Space that allows for easy navigation (no tight corners or narrow channels) (tables that are accommodating for power/wheel chairs and volunteers who can assist navigating the space)
- Dyslexic friendly versions of any paper materials and online advertising

This type of event focuses on conversation and dialogue— which means special attention must be given to providing services that will allow for students of all abilities to engage with the board. The SFSS should try to supply a minimum of two ASL interpreters and two Tactile Sign interpreters, along with FM devices and braille versions of any paper materials offered. It is also important that the chosen place is one that allows for ample space between furniture and tables that accommodate a spectrum of heights and volunteers to assist students as a gesture towards equality, accessibility, and to fulfill elements of their constitution and board policies.

By committing to having these services already present in the space, though these services can be expensive, the SFSS by default includes students who identify with having disability(ies) instead of leaving them out and them having to ask to be included (in which most of the time it is too late to get the services they need to make it inclusive). It would still be advertised that students can contact the SFSS if they are needing another service or if they think there needs to be more interpreters (i.e., a Deaf student thinks to bring two more friends there might need to be three ASL interpreters instead of two).

IT IS IMPORTANT TO NOTE THAT SOCIAL EVENTS LIKE THIS NEED TO HAVE ONE INTERPRETER TO EACH DEAF/DEAFBLIND/HARD-OF-HEARING PERSON. Rough Budget*

Space Rental - Forum Chambers	free
Food & Drink	\$300.00-\$500.00
Services:	
ASL (2 Interpreters for 2 hours)	\$260.00-\$340.00
(\$65.00/hour-\$85.00/hour)	
DBSL (2 Interpreters for 2 hours)	\$396+
(\$99.00/hour+	
FM Device (Should be free through	Free
the GO and/or CSD)	
Braille Materials (Depending on	\$50.00-\$200.00
subject matter and amount needed,	
CSD might be able to help for very	
low, if any cost) Handout to be	
dyslexic friendly.	
Tech/AV	\$50.00-\$300.00
Other	\$200.00-\$400.00
Sample Total:	\$1256.00-\$2136.00

ALL Numbers based on past/similar events with a range of possible cost, depending on layout of room, if projectors and screens are needed, how many people will be eating, etc.

Rates are dependent on subject matter being discussed and the nature of the event (social or formal lecture style, etc.). In Regards to actual quotes for accessible services, Lawrence in the GO should have a list of resources that can be contacted – if you are experiencing difficulty please contact SUDS

Strategic Plan Update (Summer Semester)

Objective 1.1: Evaluate current and proposed services against standardized criteria.

Subcommittee Membership: Sindhu, Pierre, Jimmy, Martin

A) Quantitative Data Gathering

Before we move to proposed services, we recommend that we begin reviewing our existing services to determine how we are meeting the needs of our members. We further recommend that we use quantitative and qualitative analysis to help inform our thinking.

For our quantitative review, we have developed a draft list of metrics that we wish to gather for our services, to provide us with a sense of the "outputs" of our service delivery. We have also shared this list with Coordinators and the General Manager of FBS, to secure their feedback and have addressed the questions that we received.

This data will be gathered regularly and rolled up into regular reports that will eventually allow us to assess the volume of activity on a monthly, semesterly and annual basis. Once we have a few years of data collected, we will also be able to identify service "peaks and valleys" trends and use this information to inform decisions related to staffing schedules, event-staging, communications, allocation of financial resources, vacation planning, all-staff training events, etc.

Over time, if we see that some of our services are trending down, we will also be in a position to probe the reasons for the trend (e.g. lack of student interest, concerns about quality, ineffective promotion, too costly, etc.) and make informed decisions about how to proceed.

- Event Support (GO, SUO, FBS)
 - Number of events
 - Number of attendees
 - Hours of staff time invested
 - Budget allocated for event
 - o Location
 - Type (e.g. pub night, concerts, career fairs)
 - Ensure proposed outputs/outcomes measures are tracked and results are reported

- Volunteer Support (All Areas)
 - Number of volunteers per service/event and aggregate
- Vending (GO)
 - Number of requests
 - Number of bookings
 - Revenue generated
 - o Occupancy rate
 - Types of vendors
 - o Location
- Room Booking (GO)
 - Number of requests
 - Number of bookings
 - o Occupancy rate
 - Revenue generated
 - Types of group
 - o Location
- Equipment Rental (GO)
 - Number of requests
 - SFSS Equipment/Equipment from an external org (e.g. SFU, Long and McQuade)
 - Type of equipment
 - Projectors
 - Speakers and microphones
 - Laptops
 - Fencing
 - Barbecues
 - o Cost
- Food bank
 - Number of requests
 - Number of repeat requests
 - Location redeemed at
 - Location where vouchers are picked up
 - Type of items purchased
 - Total value

- Member service requests (All offices)
 - Number of visits (in person and online)
 - Type of service request (List generated by the types of services we are tracking as well as outlier walk-ins)
 - Time per request
- Workshops (SU, WC, OOC, GO)
 - Number of workshops held
 - Number of attendees
- Peer Support (WC, OOC)
 - o Quantitative
 - Number of sessions
 - Number of individuals providing support
 - Topics explored
- Libraries (WC, OOC)
 - Number of books
 - Number of checkouts
- Legal Service
 - Number of sessions delivered
 - Cost of program
 - Waiting list
 - Type of issues addressed
 - Rent
 - Criminal
 - SFU
 - Other
- Health and Dental Plan
 - Number of students covered
 - Number of opt-outs
 - Cost per member
 - Number of claims
 - Value of claims
 - Number of service complaints
 - Number of claims disputes
 - Size of reserve fund

- U-Pass
 - Number of members with U-Pass
 - Number of opt-outs
- Property Management
 - $\circ \quad \text{Number of tenants} \\$
 - Occupancy rate for semester
 - Net revenue
- Campaign, Research, and Policy Support
 - Number of research reports submitted to management and Board
 - Number of policy analyses submitted to management and Board
 - Number of governance documents developed
 - Number of campaigns support
- Orientation for Student Groups (GO, SU, CRPC)
 - Group given orientation (Board, Board Committees, Council, Student Union, Clubs, IEC, candidate)
 - Number of orientation sessions
 - Number of orientation packages developed
- Communications
 - Number of requests
 - Type of requests
 - Promotion
 - Graphic design
 - Photos
 - Videos
 - Web content management
 - Publication
 - Number of "follows", "likes", etc.
- Finance Research
 - o Number of recommendations in annual audit management letter
 - Significance of recommendations

- Grants Student Unions, Clubs, Accessibility Requests (GO, SUO)
 - Number of grant requests
 - Number of grants approved
 - Average value of grant requests
 - Average grant request score
 - Variance of grant request score
 - Total funds expended
 - Number of appeals
- Copy Centre Service Request (Copy Centre)
 - Number of requests
 - Number of requests per type of service
 - Profit/Loss per service
- Food and Beverage Services (FBS: Higher Grounds, Highland Pub, Catering)
 - Sales per centre
 - Profit/Loss per centre
 - Number of patrons per centre
 - Number of events held
- Staff Training (HR and Office Administration)
 - Number of individual PD sessions
 - Number of orientation sessions
 - Number of staff training sessions
 - Distinct count of participants
- Records publications Minutes and Board Reports (HR and Office Administration)
 - Number of publications by type

We are now working on the pilot implementation of data collection and retention processes for five service areas: Vending, Room Booking, Legal Clinic, Communications Support, Campaigns, Research, and Policy Support. These should be rolled out by the end of October. We hope to roll out the rest of the pilots by the end of November.

B) Qualitative Data Gathering

While having quantitative data is important, we also recognize that we need to gather, analyze and report qualitative data to form a balanced view of our services. Along with output metrics, each service request generates an opportunity for client feedback. We are proposing a five-point Likert scale feedback form comprised of five questions, along with an additional comments box for more qualitative or contextual feedback. The areas of evaluation are the following:

- I was treated with respect
- The service I received was timely/responsive.
- My needs were addressed.
- I would refer a friend to this service
- I was able to access this service easily.
- Any additional comments?

A respondent may describe their experience in relation to the above claims in one of the four following ways:

- Definitely not
- Not really
- Somewhat
- Absolutely

We are also recommending that we begin gather our qualitative information in two ways. First, we suggest having feedback cards that may be completed and submitted in person or online, which would allow people who wish to provide immediate feedback with the opportunity to do so.

While the Likert scale will be useful for many of our services, we also understand that we will need to develop some specific questions that can help us probe deeper into some of our core service delivery areas. This work, as it pertains to the five service areas that are part of the pilot implementation of the data collection and retention process will be completed by the end of October.

We are also recommending that we schedule a 3 to 4 week block of time in January/February each year, to encourage members to provide us with qualitative feedback. By compiling the information in January or February, we will have the opportunity to have the results of the quantitative and qualitative surveys available in time to influence budget allocations. This timing would also allow students who may be interested in running for the board, to be more aware of the performance of our services.

Objective 1.3: Identify and assess emerging member needs.

Subcommittee Membership: Jimmy, Paul, Sindhu, Martin

The committee is recommending that we conduct one annual general membership survey, rather than two. If this is acceptable to the Board, we will reflect this change in the strategic plan. It is also recommended that the annual survey be conducted in the winter semester.

The committee will be meeting during the week of October 10th to refine its work plan.

Objective 2.1: Develop new and effective approaches to member engagement.

Subcommittee Membership: N/A

The committee recommends that this objective be taken by the Strategic Engagement Committee, with Jimmy acting as our liaison.

Objective 2.2: Strengthen our presence, services and support on all campuses.

Subcommittee Membership: Ed, Pierre, Paul, Jimmy

The committee recommends that we use Activity Full-Time Equivalency (AFTEs) as a starting point to help us benchmark the proportion of undergraduate students who attend Burnaby, Surrey and Vancouver campuses. AFTEs are equivalent to the number of registered credits per campus location. When we factor out distance education the 2015/2016 count of AFTEs indicates that approximately 78% were assigned to Burnaby, 15% to Surrey and 7% to Vancouver.

We also understand that:

- we have a history of developing our service delivery infrastructure with a focus on our Burnaby campus, as this has been the location that is attended by the majority of undergraduate students;

- our Surrey campus continues to grow, with new buildings (and presumably new students) coming in the near future;
- we have experienced challenges in effectively engaging with students who attend our Vancouver campus and have also struggled to form a student-led Vancouver Campus Committee;
- we continue to experience delays in receiving the necessary approvals required to proceed with investments from our Space Expansion Fund;
- some students who are more strongly-connected to other campuses, feel that we should either reduce their student fees or provide them with more services and benefits.

The collection and use of student fees to pay for the construction of the SFSS Student Union Building will further skew the proportion of funds that are dedicated to service delivery and improvements on our three campus locations.

It is not realistic to assume that we will be able to equitably distribute student funds purely on the basis of AFTEs, as we do need to have a "critical mass" of staff, equipment, office space and other resources at the location where the majority of our students attend class. We should, however, take the necessary steps to address the issue of proportionality.

The first step will be to estimate the current amount of resources that are made available at each campus, including:

- office space;
- meeting space;
- equipment;
- social space;
- staff hours;
- Board hours.

We also recommend that we assign dollar value amounts to the resources that are provided to establish the current baseline, which can then be compared to the AFTEs that are attached to each campus. We estimate that this work will be completed by December 2106.

Objective 3.3: Be an "organization of choice" for employees.

Subcommittee Membership: Karen, Leah, Arr

This objective has not been discussed by the committee. It is anticipated that we will form the subcommittee and begin work on this objective in November 2016. Paul will be recruiting one more Board member.

Objective 3.4: Invest the resources necessary to deliver top quality services.

Subcommittee Membership: N/A: this is a staff-led initiative

A) Website Redevelopment

The first phase of the website redevelopment project has been completed, with the completion of stakeholder meetings with representatives from the Board, Clubs, Student Unions and staff. A number of special requirements for each group were identified and these will be reviewed when we move forward with the actual site development plan.

Stakeholder responses also suggested a set of principles that can be used to help guide the future development of the site, including:

- Simplification
- Centralization
- Consistency
- Guidance and Service

The full report is separately attached.

The second phase of the project will focus on the development and delivery of a brief survey that will be distributed all undergraduate students. We are hoping to secure 500 survey responses and will be looking for the Board's help to encourage students to participate. We anticipate that the second phase will be complete by the end of November, culminating in a final report that will include recommendations and projected costs associated with moving forward with the redesign of the site.

B) IT Support

We are formally receiving IT support from SFU IT services. We have purchased new PCs to replace those that were identified as being most in need of replacement new and SFU IT staff are migrating us to the new PCs, assigning new SFU ID numbers to us and

connecting us to the SFU server. Once we are all migrated, our data will be automatically backed up and will be more secure.

We are also able to file trouble tickets regarding computing concerns, which will allow us to get quicker support and track the trouble-resolution process.

Objective 4.1: Develop and implement a communications plan.

Subcommittee Membership: Sindhu, Larissa, Prab, Martin

Our Communications Coordinator has developed and submitted her communications plan to the Board and CEO. For the balance of the year, she will continue to focus on addressing the following key items:

- Develop an internal communications plan for Board and staff
- Build key relationships with local and regional media leaders.
- Publish stories on relevant student issues.
- Develop and share stories that profile our services and our people
- Develop social media strategy

Objective 4.2: Strengthen our brand.

Subcommittee Membership: Sindhu, Larissa, Prab, Martin

We have developed a plan that will see us develop and place SFSS-branded signage to identify our study spaces, pub, meeting rooms and other common spaces that are available for undergraduate student usage. Signs and banners will be printed by our copy centre and mounted in all locations by December 2016.

We have also developed and approved the use of new SFSS logos. The new logos will feature the existing logo, with the name of the applicable service or committee placed underneath. A branding guide is also available, to ensure that our logo is used consistently.

Objective 4.3: Provide regular and meaningful opportunities to communicate with members.

Subcommittee Membership: All Board Members

Paul will be identifying opportunities to bring this to the Board table to determine the best way forward.