

# SFSS BOARD COMMITTEE UPDATE

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This report summarizes SFSS committee activities that took place from  
**July 01 - July 15, 2019**

## **FEDERAL, PROVINCIAL, MUNICIPAL ADVOCACY**

- This committee did not meet during this time period.

## **ACCESSIBILITY FUND**

- Accessibility Committee met and discussed priorities for the year, and recommendations for the Accessibility Standard policy

## **UNIVERSITY ADVOCACY & LOBBYING**

- Appointed 3 At-large students via Board to committee
- Committee agreeable to a Federal debate held on campus

## **EVENTS**

- [July 8] Events Committee Meeting
  - Please read the meeting minutes found on the SFSS website.

## **FINANCE & AUDIT**

- [July 11] Finance and Audit Committee
  - Please refer to meeting minutes

## **GOVERNANCE**

- Met and discussed priorities for the year. Other discussion items included reviewing the 2019 Elections report, committee TORs, and voting practices

## **NOMINATION**

- This committee did not meet during this period.

## **SURREY CAMPUS**

- [July 5] Had orientation with student at-larges to tell them about what the SCC is and does

## **VANCOUVER CAMPUS**

- [July 10] Met to discuss Vancouver campus buildings & demographics. Narrowed in events we would like to participate in and made the decision to hold off at-large recruitment until we gain a firm understanding of the Vancouver community.

# SFSS BOARD WORK REPORT

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This report reflects the Board work from  
**July 01 - July 15, 2019**

## PRESIDENT (GIOVANNI HOSANG)

### Named SFSS Committee Work & Action Items

- Executive Committee

### Meetings & Action Items

- [July 4] Strategic Plan Pre-Meeting - Unofficial Exec Meeting
  - Discussed the Society's strategic plan before the start of the Actual Planning Session
- [July 4] Board Development Session
  - Discussed and Reviewed Strat-Plan to guide the mission, vision values and structure of the SFSS.
- [July 4] Ombuds Advisory Committee Meeting
  - Various matters were discussed including a draft of the Annual Report of the Ombuds Office which zoned in on the issue of Intellectual Property and matters that the University Departments have no streamlined policy on.
  - Updates from the last is that there is a new Appeals process upcoming for Enrolment and Admissions issues. No Update for Academic Hardship Issues as well as withdrawal issues due to a temporary staff being assigned in the office responsible
- [July 4] Meeting with the SFU Residences, SFSS VP UR, GSS DER
  - Discussions regarding the amount of Beds being increased at SFU Residence and the new housing that will be put up over the next few
  - Discussed the issues of the rising amount of SFU Undergrads on the SFU Residence Waiting list. GOT a commitment of a guaranteed amount of SFU Undergrads who will get space in future cycles. There was initially a rising trend of FIC Students getting a huge percentage of housing to the point where SFU Undergrads (Both domestic and international) were being put on waitlists at an alarming wait. This was mitigated when the Residence Representatives committed to put in place a mandatory minimum for SFU Undergrads being housed in the Towers at Residence. We will follow up accordingly
- [July 4] Meeting with FNSA with ED, VP University and the FNSA Board
  - We discussed various matters of concern to the FNSA and listened to see how best we can make Indigenous Students feel safe on campus. Discussed transition to the SUB, the way forward for FNSA regarding requisite resources ie staffing, space, use of funds, as well as talked about how the SFSS could play a part in the reconciliation piece.
- [July 14] meeting with TFN and SFSS VP UR

- Discussed some todos for the each party to have completed by weekend so we can get started on the debate including but not limited to finding one of the available dates raised, location and times. I have gotten confirmation from three of the candidates and they are awaiting information going forward. Plan is to have multiple media cover the debate and to tune the theme to issues of joint concern to the SFU Student Population.
- [July 15] Check-in with the Executive Director

**Projects**

- Single Use Plastics Mitigation Plan
- Free Menstrual Products Campaign
- Reproductive Rights Policy
  - Got an update from the Board member on this
- Residence Improvement Plan
- Sexual Violence Safer Party Planning Consultation
  - Results Released
- SFU Budget Consultation Involvement
- Tuition Freeze Now
  - SFSS+GSS Federal Debates

**Office/Engagement Hours**

- Online Engagement through Social Media

**Events**

- N/A

**Administrative**

- Calls, Emails, Social Media Posts, Texts

## **VP STUDENT SERVICES (CHRISTINA LOUTSIK)**

### **Named SFSS Committee Work & Action Items**

- SUB Committee
  - Did not meet during this time period
- FPML Committee
  - Did not meet during this time period
- [July 2] Governance
  - See sections above and minutes
- [July 2] Accessibility
  - See sections above and minutes

### **Meetings & Action Items**

- [July 4] Strategic Planning Pre-Meet with Executives
  - Preparing for Board planning session
- [July 4] Strategic Planning Session
  - Board planning sessions for organization strategy
- [July 4] Meeting with Nimbus
  - Tutoring Services will not be pursued this year
  - Nimbus offered to develop the app for other uses the SFSS may have
- [July 5] Meeting with Jennifer and Sarah Accessibility Standard Policy
  - Next steps developed
  - Identified areas where we can start making changes before the policy is rolled out
- [July 8] Meeting for Kickoff Marketing Strategy
  - Discussed marketing strategies for fall kickoff
- [July 8] Fall Kickoff Meeting
  - Sat in to get up to date on Kickoff planning so that I can support the marketing team more effectively
- [July 11] Board Meeting
  - See minutes

### **Projects**

- SFSS x HCS Peer Support Program
- Health and Wellness Centre
- Support Accessibility Standard Policy

### **Office/Engagement Hours**

- Office hours are available by request. Please contact [vpsservices@sfss.ca](mailto:vpsservices@sfss.ca) for an appointment.

### **Events**

- N/A

### **Administrative**

- Emails



**Board of Directors**

Maggie Benston Centre 2220  
Simon Fraser University  
8888 University Drive  
Burnaby, BC V5A 1S6  
Unceded Coast Salish Territories  
**sfss.ca**

- Phone Calls
- Meeting Prep

## **VP EXTERNAL RELATIONS (JASDEEP GILL)**

### **Named SFSS Committee Work & Action Items**

- [July 11] Board Meeting

### **Meetings & Action Items**

- [July 2] Meeting with SFU about Kickoff
  - General planning meeting
- [July 2] Fall Kickoff Updates and Production Team Meeting
  - Planning for Fall Kickoff
- [July 4] Strategic Planning Pre-Meet with Executives
  - Preparing for Board planning session
- [July 4] Strategic Planning Session
  - Board planning sessions for organization strategy
- [July 8] Check-in with ED and Build SFU Manager
  - Space Updates
- [July 8] Weekly Check-in with Executive Director
  - Organizational updates
- [July 10] Meeting with Embark
  - Conversations with external groups
- [July 10] AGM Committee Meeting
  - Preparing for the annual AGM
- [July 10] Meeting with CJSF
  - Conversations with external groups
- [July 10] Meeting with SFPIRG
  - Conversations with external groups
- [July 11] FAC Meeting
  - Committee meeting
- [July 11] SFSS Kickoff Meeting with SFU
  - General planning meeting
- [July 12] Meeting with SOCA
  - Conversations with external groups

### **Projects**

- June Month in Review

### **Office/Engagement Hours**

- Office hours are available by request. Please contact [vpexternal@sfss.ca](mailto:vpexternal@sfss.ca) for an appointment.

### **Events**

- N/A

### **Administrative**

- Emails, phone calls, etc.

## **VP FINANCE (TAWANDA NIGEL CHITAPI)**

### **Named SFSS Committee Work & Action Items**

- [July 02] Governance Committee
  - Please refer to meeting minutes
- [July 04] Executive Committee
  - Reviewed Organization Strat-Plan
- [July 11] Finance and Audit Committee
  - Please refer to meeting minutes

### **Meetings & Action Items**

- [July 03] Meeting with Alicia (Fall Kick-Off Marketing Director)
  - Discussed Marketing Budget framework
  - Awaiting quotes from potential vendors
- [July 04] Board Development Session
  - Discussed and Reviewed Strat-Plan
- [July 08] Events Committee Meeting
  - Sat-in and listened to Fallkick-Off updates and other forthcoming events
- [July 10] Introductions with new Finance Manager
- [July 11] Fallkick-Off Safety and Risk Assessment Meeting with SFU
- [July 11] Board Meeting
  - Please refer to meeting minutes

### **Projects**

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### **Office/Engagement Hours**

- Office hours are available by request. Please contact [vpfinance@sfss.ca](mailto:vpfinance@sfss.ca) for an appointment.

### **Events**

- N/A

### **Administrative**

- Emails
- Bank Reconciliations
- Cheque Requisitions

## **VP STUDENT LIFE (JESSICA NGUYEN)**

### **Named SFSS Committee Work & Action Items**

- Nominating Committee
  - Did not meet at this time
- FPMAL Committee
  - Did not meet at this time
- Events Committee Meeting
  - Updates on August Mental Health Projects
  - Updates on SFSS July Club/DSU Collab
  - Updates on July Chill N Grill BBQ collaboration with SFU
  - Updates on various Kickoff working groups (ie. marketing, sponsorships, venue, logistics)

### **Meetings & Action Items**

- [July 2] SFSS Fall Kickoff Meeting with SFU
  - Confidential information
- [July 2] Fall Kickoff Updates with Alejandro, Dipti, Jasdeep, and Mohnish
  - Confidential information
- [July 3] Emergency Meeting with Sylvia
  - Confidential information
- [July 4] Year Planning Session #2
- [July 5] Meeting with Erin B and Sylvia
  - Confidential information
- [July 8] Weekly Kickoff Update Meeting
  - Updates with SFSS staff about current status of Fall Kickoff and this week's COA
- [July 8] Prep Meeting with Mohish
  - Discussed changes in Events Committee, the upcoming social, and team culture and dynamics
- [July 8] Fall Kickoff Marketing Meeting
  - Created this week's todo list
- [July 8] Events Committee Meeting
  - Please read above
- [July 10] Meeting with Sylvia and Crescendo1
  - Meet and greet, and going over contracts
- [July 11] Fall Kickoff Meeting with SFU
  - Safety and risk planning and mitigation
- [July 11] SFSS Board Meeting
  - Please read meeting minutes
- [July 15] SFSS Fall Kickoff Meeting with SFU
- [July 15] Weekly Fall Kickoff Meeting
- [July 15] Disciplinary meeting with Events Committee member
- [July 15] Council Orientation

### **Projects**

- July Chill n Grill BBQ
- August Mental Health Packages



- SFSS July Club/DSU Collab
- Fall Kickoff

**Office/Engagement Hours**

- Available for appointment every Monday and Friday.

**Events**

- N/A

**Administrative**

- Emails, Slacks, and phone calls

## **VP UNIVERSITY RELATIONS (SHINA KAUR)**

### **Named SFSS Committee Work & Action Items**

- Executive Committee
  - Meeting before final strategic planning session
- University and Academic Affairs Committee
  - Appointed 3 At-large students via Board to committee
  - Committee agreeable to a Federal debate held on campus
- Fall Kickoff Committee
  - Finalized tier systems for corporate sponsors
- Vancouver Campus Committee
  - First meeting to determine priorities and what we want to accomplish in a given year
- Finance and Audit Committee
  - Refer to meeting minutes

### **Meetings & Action Items**

- [July 4] Meeting with Gabrielle from The Peak
  - Discussed potential of SFSS reps writing for the peak and creating an independent board tracker
- [July 4] Meeting with Sindhu and Nick
  - #BoardMemberMondays as social media engagement and created template for the board member questions to upload on IG
- [July 4] Meeting with the SFU Residences, SFSS President, GSS DER
  - Discussed residence and housing and the alarming rate of students on the waitlist and a plan to mitigate this
- [July 4] Exec Committee Meeting
  - Preparing for Board Planning Session and clearing up miscommunication to facilitator Nikki
- [July 4] Board Development Session
  - Finalized the strategic plan for the next 3 years
- [July 4] Welcome Day Working Group Meeting
  - Discussed the participation of SFSS regarding Welcome Day at Burnaby Campus
- [July 4] FNSA Meeting
  - Met with representatives of the FNSA, SFSS ED, and SFSS President
  - Discussed matters of concern to the FNSA and listened to see how best we can make Indigenous Students feel safe on campus.
- [July 8] Meeting with SFSS President
  - Update meeting with Giovanni regarding Meeting with President Petter, Student Services Meet and Greet, Update on Car2Go project, and Fall Kickoff
- [July 10] Meeting with Embark, SFSS VP ER, SFSS ED, and SFSS Manager
  - Meeting regarding concerns about space
- [July 10] Vancouver Campus Committee Meeting
  - Discussed roles and priorities for the year
- [July 10] Meeting with CJSF, SFSS VP ER, SFSS ED, and SFSS Manager
  - Meeting regarding concerns about space

- [July 10] Meeting with SFPIRG, SFSS VP ER, SFSS ED, and SFSS Manager
  - Meeting regarding concerns about space
- [July 11] University and Academic Affairs Committee Meeting
  - Appointed 3 At-large students via Board
  - Discussed Federal Candidate Debate
- [July 11] Meeting with Student Services and Welcome Day x SFSS Working Group
  - Finalized what the SFSS is requesting for Welcome Day and more potential collaboration for Week of Welcome
- [July 11] Meeting with Elections Canada and GSS ER
  - Discussed the polling stations around SFU during the federal election
  - How to encourage student engagement in political election
- [July 11] Board Meeting
  - Please refer to meeting minutes
- [July 12] Meeting with SOCA, SFSS VP ER, SFSS ED, and SFSS Manager
  - Meeting regarding concerns about space
- [July 14] Meeting with Tuition Freeze Now, SFSS President
  - Discussed more details surrounding the Federal Election Debate

#### **Projects**

- Free Menstrual Products Campaign
- Car2Go on Campus
- Engagement at Woodward's
- Fall Kickoff 2019
- SFU x SFSS Welcome Day 2019
- Federal Election Debate
- Budget Consultation
- Space in SUB

#### **Office/Engagement Hours**

- Office hours are available by request. Please contact [vpuniversity@sfss.ca](mailto:vpuniversity@sfss.ca) for an appointment.

#### **Events**

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#### **Administrative**

- Phone calls, Slack messages, Emails

## **AT-LARGE REPRESENTATIVE (MANEET AUJLA)**

### **Named SFSS Committee Work & Action Items**

- Federal, Provincial, Municipal Advocacy and Lobbying Committee
  - Did not meet during this period.
- Events Committee (and Kickoff Committee)
  - Updates on August Mental Health Projects, July DSU/Club Collab, Chill N Grill BBQ with SFU, Kickoff (tickets, sponsorships, venue, etc)
- Accessibility Committee
  - Discussed priorities for the year, the accessibility standard policy, and TOR for the committee
- Nomination Committee
  - Did not meet during this period.

### **Meetings & Action Items**

- [July 2] AFAC Meeting
  - See above.
- [July 4] Year Planning Session #2
  - Finalized strategic plan.
- [July 8] Events Meeting
  - See above
- [July 11] Board Meeting
  - See agenda, and meeting minutes.
- [July 11] Meeting with Julian
  - Discussed the ticket sales for Kickoff via phone call

### **Projects**

- Fall Kickoff
  - Director of Ticket Sales
    - Julian and I developed a sales plan, tabling booking schedule, a few different ticket revenue models, and a ticket sales guide line.
    - Working on finalizing everything.

### **Office/Engagement Hours**

- Office hours are available by request. Please contact [atlarge1@sfss.ca](mailto:atlarge1@sfss.ca) for an appointment.
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### **Events**

- N/A

### **Administrative**

- Emails and Slack
- Meetings

## **AT-LARGE REPRESENTATIVE (RAYHAAN KHAN)**

### **Named SFSS Committee Work & Action Items**

- Accessibility Committee
  - Met to discuss Accessibility Standard Policy, terms of reference, and priorities for the year
- University and Academic Affairs Committee

### **Meetings & Action Items**

- [July 2] Accessibility Committee meeting
  - The purpose of this meeting was to greet At-Large representatives and discuss priorities for the year, which include: continuing learning assessment project, mental health resources, hiring of an Accessibility staff member, etc.
- [July 4] Year Planning Session #2
  - Continuation of previous session. The purpose was to analyze the mission statement, vision, and values, and reflect on and brainstorm initiatives that could further our mandate
- [July 11] Meeting with Sylvia
  - Discussed Agendas for both the following Board Development Session, as well as Board Meeting
  - Discussed procedures to be made to accompany the presentations being held at our upcoming Board Meeting
- [July 11] SFSS Board Meeting
  - Please refer to Board Meeting minutes

### **Projects**

- N/A

### **Office/Engagement Hours**

- Office hours are available by request. Please contact [atlarge2@sfss.ca](mailto:atlarge2@sfss.ca) for an appointment.

### **Events**

- N/A

### **Administrative**

- Calls, emails
- Slack & Facebook messaging

## **APPLIED SCIENCES REPRESENTATIVE (NICK CHUBB)**

### **Named SFSS Committee Work & Action Items**

- Events Committee
  - Attended Events Committee Meeting
- Kickoff Committee
  - Continued compiling lists of artists
  - Met with Johnny from Crescendo1 to begin contacting artists
- Surrey Campus Committee
  - Held first meeting/orientation with student at-larges
  - Organized agenda of next meeting
- Vancouver Campus Committee
  - Had first meeting but was absent

### **Meetings & Action Items**

- [July 3] Sustainable Energy Engineering Meeting
  - Met with John and an MESS rep to discuss the future of the Sustainable Energy Engineering Student Society
- [July 4] Meeting with Sindhu and Shina
  - To discuss ways to increase outreach and revitalize our instagram
- [July 4] Year Planning Session #2
- [July 5] Surrey Campus Committee Meeting/Orientation
  - Explained the structure of the SFSS to SCC Student At-larges and their roles and the purpose of the committee
- [July 8] Events Committee Meeting
- [July 10] Computer Science Student Society Meeting
- [July 10] Engineering Science Student Society Meeting
- [July 11] Welcome Day Meeting with Student Services
  - Discussed the role of the SFSS and our contributions toward Burnaby and Surrey Welcome Day
- [July 11] Meeting with Fiona
  - Discussed the Vancouver Campus Committee meeting I missed
- [July 11] SFSS Board Meeting
- [July 11] Software Systems Student Society Meeting
- [July 12] Sustainable Energy Engineering Meeting
  - Met with MESS and prospective student executives of the future Sustainable Energy Engineering Student Society
- [July 15] FAS Societies and Groups Meeting with Kevin
- [July 15] FAS Frosh Meeting
  - Met with Frosh chairs of FAS DSUs to plan Frosh week and Midnight Madness

### **Projects**

- SEESS Planning and Recruitment
  - In the fall, the Sustainable Energy Engineering (SEE) program will be opening up in Surrey, and as FAS Rep I am taking on myself to try to get current students

who are planning on switching programs to SEE interested in the new Student Union.

- Began “retreat” planning for all Surrey Clubs and SUs
  - This planned meeting would take place sometime in July and would promote collaborations between different clubs and student unions of Surrey, because currently there is a disconnect.
- FAS Frosh & Midnight Madness
  - Planning meeting with myself and all Frosh chairs to discuss the upcoming fall 2019 FAS Frosh. This is done so we can all stay in the loop about what each different department plans to do, so if there is overlap they can work together or plan different events, etc.
- Fall Kickoff
  - Began search for artists, this involved sending Emails to many different managers of artists to get quotes back.

**Office/Engagement Hours**

- Office hours are available by request. Please contact [appscirep@sfss.ca](mailto:appscirep@sfss.ca) for an appointment.

**Events**

- None

**Administrative**

- Answered emails, attended meetings, responded to slack

## **ARTS & SOCIAL SCIENCES REPRESENTATIVE** **(JENNIFER CHOU)**

### **Named SFSS Committee Work & Action Items**

- Accessibility Committee
  - [July 2] Went over goals for the committee, Accessibility Standard Policy amendments and next steps, and Terms of Reference for the committee
- Surrey Campus Committee
  - [July 5] Could not make it to the meeting, but emailed the chair with things I would like to focus on in the upcoming year (collaboration between this committee and other Surrey campus groups)
- University and Academic Affairs Committee
  - [July 11] Went over the printing issue and SFU Federal Candidate Debate
- Events Committee
  - [July 8] Talked about promotional postcard for froshes around campus (FASS, Science, etc.), Fall Kickoff, and Mental Health Care Packages

### **Meetings & Action Items**

- [July 2] FASS Camps Day 1
  - Took photos and videos for FASS Camps as a FASS Connections Mentor
  - Led a guided tour for incoming first-year FASS students
- [July 2] Accessibility Committee Meeting
  - See above for what was discussed
  - **Action item:** amend Accessibility Standard Policy briefing note to take in suggestions and separate into three general categories: physical, sensory, and cognitive accessibility
  - **Action item:** set up a meeting with Sarah (Campaigns, Policy, and Research Coordinator) and Christina (Chair of Accessibility Committee) to go over what this policy would look like
- [July 2] FASS Course Planning Session in SFU Surrey
  - Represented a FASS Mentor / Society of Arts and Social Sciences (SASS) member / SFSS FASS Representative
  - Helped set up
  - Presented what SASS is about (alongside the president of SASS, Jasmine)
  - Facilitated discussions and answered questions that incoming first-year FASS students at the Surrey campus had
- [July 3] FASS Camps Day 2
  - Talked with incoming first-years about my university experience and encouraged them to sign up for the FASS Mentorship Program (and take part in SFSS clubs)
  - Led a team of 4 incoming first-year students in a game of Jeopardy
- [July 3] FASS Fest General Meeting
  - Amended the waiver (general and for minors)
  - Drafted up photo release form (general and for minors)
  - Created draft of Facebook event (Facebook was glitching so I couldn't publish)
  - Updated website
- [July 3] FASS Course Planning Session in SFU Surrey
  - Same as above, just on a different day



- [July 4] FASS Camps Day 3
  - Filmed the group and then the mentors
  - Filmed interviews from attendees and mentors
  - Filmed activities
- [July 4] Board Strategic Planning Session #2
  - Went over our mission, vision, and values that we decided on last session
- [July 4] FASS Course Planning Session in SFU Surrey
  - Same as above, just on a different day
  - Arrived late due to overlap with Board Strategic Planning Session
- [July 5] Meeting with Dipti (Events Coordinator) about Mental Health Care Packages
  - Finalized items list
  - Dipti ordered some items
- [July 5] Meeting with Sarah (Campaigns, Policy, and Research Coordinator) and Christina (Chair of Accessibility Committee) to talk about Accessibility Standard Policy
  - Notes [here](#)
  - Went over possible next steps
- [July 5] Train VP Marketing of SASS
  - Went over website updates
  - Went over social media, branding, and post ideas
- [July 5] FASS Course Planning Session in SFU Surrey
  - Same as above, just on a different day
- [July 6] Super Advising Saturdays at SFU Surrey
  - Same as last Saturday; I spoke on a panel and answered questions from incoming first-years
- [July 8] Events Committee Meeting
  - See above
  - Talked to Dipti (Events Coordinator) after the meeting and it was decided she would order every item by the end of this week
  - **Action item:** email Sindhu (Communications Coordinator) about ordering SFSS stickers
- [July 8] FASS Fest General Meeting
  - Talked about the FASS Fest website (I will be adding a countdown button to the site closer to the date of the event) and blog posts/social media content
- [July 10] FASS Fest Logistics Meeting
  - Went over more detailed activities outline
  - **Action item:** edit FAQ on the website
  - **Action item:** take headshots of the team to put on the website and promote on social media
- [July 10] FASS Fest Security and Risk Committee Meeting
  - Went over forms
  - Decided who would be the emergency contacts in case something happens
- [July 10] Take headshots for FASS Fest team
  - Took and edited photos to put on the website and social media
- [July 11] University and Academic Affairs Committee Meeting
  - Went over the student-raised concern about printing
- [July 11] Board of Directors Meeting
  - Heard presentations from BCFS, SFU Lifeline, and Crescendo1

- [July 15] FASS Fest Meeting
- [July 15] Take headshots for FASS Fest

**Projects**

- Mental Health Care Packages
  - Ordered items
  - Sent departmental postcard info to print
- FASS Fest
  - Worked on the website
  - Worked on marketing/communications and creating content
  - Took headshots
- Accessibility Standard Policy
  - Discussed next steps for the policy at the Accessibility Committee Meeting
- FASS Mentorship Program Promo Video
  - Took some footage from FASS Camps and edited it into a video

**Office/Engagement Hours**

- Office hours are available by request. Please contact [artsrep@sfss.ca](mailto:artsrep@sfss.ca) for an appointment.

**Events**

- N/A

**Administrative**

- Emails and Slack messages
- Meetings

## **BUSINESS REPRESENTATIVE (ANDREW WONG)**

### **Named SFSS Committee Work & Action Items**

- Nomination Committee
  - This committee did not meet during this period
- Finance and Audit Committee
  - Committee meeting
  - See meeting minutes

### **Meetings & Action Items**

- [July 2] Meeting with Business Administration Student Society (BASS)
  - This meeting was to check in with BASS to see what they are currently working on and what plans they have for the upcoming year. I gave them a brief overview of the SFSS and my role. I explained the purpose of council and found out their council rep that I will be working closely with. We agreed that I can support them by providing support through increasing their promotion through my network and attending events with another SFSS member. They had questions regarding the use of Redbull for their events but SFSS follows SFU's standpoint on no energy drinks on campus. Questions they had for me included their election results from February, updates on rules/regulations, more resources, more guidelines for room bookings, and a cheat sheet for SFSS staff as they often get redirected multiple times.
- [July 4] Strategic Planning Session #2
  - Solidified mission, vision, and strategic values
- [July 11] Finance and Audit Committee meeting
  - See meeting minutes
- [July 11] Board Meeting
  - See meeting minutes

### **Projects**

- Beedie Club President Meetings
- Shared Beedie Club Calendar

### **Office/Engagement Hours**

- Office hours are available by request. Please contact [busrep@sfss.ca](mailto:busrep@sfss.ca) for an appointment.

### **Events**

- N/A

### **Administrative**

- Emails and slack

## **COMMUNICATION, ART & TECHNOLOGY REPRESENTATIVE** **(FIONA LI)**

### **Named SFSS Committee Work & Action Items**

- Surrey Campus Committee
  - Could not attend the meeting for this period
- Vancouver Campus Committee
  - Met to discuss Vancouver campus buildings & demographics. Narrowed in events we would like to participate in and made the decision to hold off at-large recruitment until we gain a firm understanding of the Vancouver community.
- Finance and Audit Committee
  - Went over priorities for this year. Please refer to meeting minutes for more detail.
- Governance Committee
  - Went over priorities for this year. Please refer to meeting minutes for more detail.

### **Meetings & Action Items**

- [July 2] Governance Meeting
  - Went over priorities for this year
  - Reviewed IEC Commissioner's recommendations and discussed potential changes to implement
  - Presented motion voting transparency suggestions
- [July 4] Strategic Planning Session #2
  - Solidified organizational values, mission, vision and structure
- [July 9] Welcome Day meeting with Dipti
  - Met with Dipti to go over budget and ideas for SFSS's participation in this year's Welcome Day
- [July 10] Vancouver Campus Committee Meeting
  - Met to go over our roles and our key projects this year on the committee
  - Discussed events we want to participate in and how we want the collaboration to look like
  - Decided to hold off on at-larges due to lack of knowledge and a low budget. If needed, recruitment will still happen for Spring semester.
- [July 11] Finance and Audit Committee Meeting
  - Met to go over priorities for this year and the projects we will focus on.
- [July 11] Welcome Day Collaboration Meeting with Student Services
  - Met with Aran and Tiffany, Student Engagement Coordinators from Student Services, to present our plan for the event.
  - Agreed that SFSS will sponsor a few prizes and announce them on stage. We will also give remarks on stage, play a fall kickoff promo video, and hand out various foods to students at the event.
- [July 11] SFSS Board Meeting
  - Please refer to meeting minutes

### **Projects**

- SFU Free Menstrual Products Initiative
  - Sent of expression of interest document to SEI manager
  - Currently in the application process
- Improve Motion Voting Transparency Project

- Have compiled 4 options and currently in the process of fine tuning to feedback received from Governance Meeting
- FCAT Presidents Meetings
  - Ongoing project to bring FCAT DSU presidents (there are 7 spread across all 3 campuses) together every month to improve relationship with each other and get/give updates on what is being done in our Faculty.
  - July's will be held at the Surrey Campus on July 19th. Currently compiling agenda items.
- Engaging the Woodward's and Harbour Centre campus
  - Discussed event timeline and potential collaboration logistics.
  - Signed up to attend the 8th Annual Welcome Back BBQ at Woodward's Atrium. Currently looking into whether it is possible to hand out popcorn there.
  - Working towards finding a contact person at the Woodward's campus
- Welcome Day Collaboration with Student Services
  - SFSS working group along with Dipti decided on a \$1000 contribution.
  - SFSS and Student Services have agreed upon the SFSS showing the fall kickoff promotional video, SFSS making remarks on stage (2mins), SFSS announces and introduces prizes, SFSS contributes prizes to the raffle event and SFSS will hand out various types of foods to students during the BBQ.
  - Currently working on getting the proposal budget approved.

**Office/Engagement Hours**

- Office hours are available by request. Please contact [fcatrepreneur@sfss.ca](mailto:fcatrepreneur@sfss.ca) for an appointment.

**Events**

- N/A

**Administrative**

- Emails
- Slack
- Facebook

## **EDUCATION REPRESENTATIVE (EMERLY LIU)**

### **Named SFSS Committee Work & Action Items**

- Accessibility Committee
  - Met to discuss Accessibility Standard Policy, terms of reference, and priorities for the year
- Events Committee
  - Met to discuss Fall Kickoff, Pub Nights, and July SFSS x Club collab
- University and Academic Affairs Committee

### **Meetings & Action Items**

- [July 2] FoE New Enrollment Event
  - Presented to incoming Education first-years about the Education Student Association, Welcome Day, the Peer mentorship program, and SFSS
- [July 2] Accessibility Committee meeting
  - The purpose of this meeting was to greet At-Large representatives and discuss priorities for the year, which include: continuing learning assessment project, mental health resources, hiring of an Accessibility staff member, etc.
- [July 4] Year Planning Session #2
  - Continuation of previous session. The purpose was to analyze the mission statement, vision, and values, and reflect on and brainstorm initiatives that could further our mandate
- [July 8] Fall Kickoff Marketing meeting
  - Discussed event theme and possible channels for promotions
- [July 8] Events Committee meeting
  - More updates on Kickoff and other side projects lead by Event Coordinators
- [July 9] SFSS x Better Life Meeting
  - The purpose of this meeting was to discuss logistics and materials required for the SFSS x Club July collab - the SFU Better Life Food Drive
- [July 11] University and Academic Affairs Committee meeting
- [July 11] Welcome Day meeting w/ Student Services
- [July 11] SFSS Board Meeting

### **Projects**

- SFSS x Better Life Food Drive
- SFU ED Review Fall Symposium
- ESA EDventure Day

### **Office/Engagement Hours**

- Office hours are available by request. Please contact [edurep@sfss.ca](mailto:edurep@sfss.ca) for an appointment.

### **Events**

- 

### **Administrative**

- Emails, Slack, etc.

## **ENVIRONMENT REPRESENTATIVE (JULIAN LOUTSIK)**

### **Named SFSS Committee Work & Action Items**

- Federal, Provincial, Municipal Advocacy and Lobbying Committee
  - Did not meet during this period
- Events Committee (and Kickoff Committee)
  - Updates on August Mental Health Projects, July DSU/Club Collab, Chill N Grill

### **Meetings & Action Items**

- [July 4th] Meeting with Donna Dove from SFU Faculty of Environment
- [July 11th] Meeting with At-Large rep Maneet for a run down of the Events Committee meeting and working on Sales Strategy for kickoff via phone.
- [July 11th] Meeting with VP Student Services about Board Developments and new business.

### **Projects**

- Faculty of Environment Frosh Planning Committee
- Working with SFU Faculty of Environment to increase engagement through the year and plan events.

### **Office/Engagement Hours**

- Office hours are available by request. Please contact [envrep@sfss.ca](mailto:envrep@sfss.ca) for an appointment.

### **Events**

- 

### **Administrative**

- Slack, Emails and Phone calls.

## **HEALTH SCIENCE REPRESENTATIVE (OSOB MOHAMED)**

### **Named SFSS Committee Work & Action Items**

- Governance Committee
  - First meeting, discussed our plans for the year
- UAA Committee
  - Discussed student printing concerns, at-large appointments and hosting a debate
- Surrey Campus Committee
  - Was unable to attend meeting for this period

### **Meetings & Action Items**

- July 2- Governance Committee meeting
  - Discussed our plan for the year, along with some suggestions drafted by FCAT rep and I on how we can improve our voting/minute taking practices to become more robust
- July 4- Year Planning Session #2
  - Finalized details on our strategic plan, including the different tasks we plan to take on throughout the year & how they fit under our strategic priorities
- July 10th- AGM Committee meeting
  - Met with Shubhangi to discuss logistics on AGM and how we can support her, including collecting committee reports for AGM
- July 11- UAA Committee meeting
  - Discussed at-large student member appointments, printing concerns and how to find the right people to resolve the issue with, and our interest in hosting a debate regarding the upcoming election
- July 11- Welcome Day team pre-meeting
  - Finalized our budget for Welcome Day endorsement, and what we wanted in return (tabling, providing swag to new students)
- July 11- Welcome Day meeting w/ Student Services
  - Met w/members of student services to discuss our own involvement with Welcome Day and also the Week of Welcome
- July 11- Board meeting
  - Coordinated a presentation and Q&A period for SFU Lifeline, to gather more information about how we can deal with this group in the future

### **Projects**

- Pro-Choice policy & Issues Policy development
- Support with Welcome Day & connecting with HSUSU
- Free menstrual products initiative
- Improving voting practices at SFSS meetings

### **Office/Engagement Hours**

- Office hours are available by request. Please contact [healthrep@sfss.ca](mailto:healthrep@sfss.ca) for an appointment.

### **Events**



- N/A

**Administrative**

- Emails, slack, meetings etc.

## **SCIENCE REPRESENTATIVE (SIMRAN UPPAL)**

### **Named SFSS Committee Work & Action Items**

- Surrey Campus Committee
  - See meeting minutes
- FPMAL Committee
  - Did not meet during this period
  - Attending BCFS Semi-Annual General Meeting July 24-27
- Kickoff Committee
  - Helping out with sales

### **Meetings & Action Items**

- [July 4] SUS Meeting - booking table for ice cream day
- [July 8] - SUS Ice cream day - gave out free ice cream in the applied science building, and talked to students about what SUS does and events
- [July 9] - Working with Thomas to get send out doodle and book room for ALL DSU's meeting
- [June 11] - SUS Meeting
- [June 11] - Board Meeting - look at agenda
- [June 11] - SUS social

### **Projects**

- ALL-DSU meetings

### **Office/Engagement Hours**

- Office hours are available by request. Please contact [sciencerep@sfss.ca](mailto:sciencerep@sfss.ca) for an appointment.

### **Events**

- n/a

### **Administrative**

- Meetings, email, slack