

SFSS BOARD COMMITTEE UPDATE

This report summarizes SFSS committee activities that took place from
May 16 - May 31, 2019

FEDERAL, PROVINCIAL, MUNICIPAL ADVOCACY

- Formerly known as the Advocacy Committee
- Simran Uppal and an additional committee member will be attending the Alliance of BC Students Skills and Training Conference in June on behalf of the FPMAL Committee.
- Currently working with Sarah Edmunds to finalize a 2019/2020 Lobbying Plan and make an annual budget for the 820-20 line item.

ACCESSIBILITY FUND

- Did not meet during this period
- Applications for at-large members are under review

UNIVERSITY ADVOCACY & LOBBYING

- Worked with Sarah Edmunds to brainstorm potential initiatives
- Sent in google form for recruiting at-large members to Nominating committee
- Met with Giovanni Hosang to set up first committee meeting
- Holding first committee meeting on May 28

EVENTS

- Finished interviewing & hiring all At-Larges reps
- Had first meeting with full orientation and training
- Projects in progress: Freezie Fridays twice in June, June's Club X DSU Collab, and Fall Kickoff

FINANCE & AUDIT

- The committee did not meet during this period

GOVERNANCE

- Did not meet during this period

NOMINATION

- Sent out doodles to Events Committee applicants and booked off Board Meeting Room on May 21, 22, 23
- Conducted 12 Events Committee interviews on May 21, 22, 23
- In the process of selecting 10 at large representatives for Events Committee

- Creating application forms for Accessibility Fund Advisory Committee, University Advocacy and Lobbying Committee, and Vancouver Campus Committee with Sindhu
- Created motion to appoint at large representatives

SURREY CAMPUS

- Planned and hosted Surrey Campus Club Days
- Sent out applications for at-large members, now awaiting responses

VANCOUVER CAMPUS

- Work with nomination committee to recruit at-larges

SFSS BOARD WORK REPORT

This report reflects the Board work from
May 16 - May 31, 2019

PRESIDENT (GIOVANNI HOSANG)

Named SFSS Committee Work & Action Items

- University Advocacy and Lobbying Committee
 - Assist the Chair in Setting up first meeting and sent agenda items regarding various items

Meetings & Action Items

- [May 16] Weekly Meeting with Executive Director -
- [May 16] Board Meeting - (Minutes Online)
- [May 22] Meeting with GSS Director to plan for Petter Meeting
- [May 23] Meet with Andrew Petter - Gondola, UCA Town Hall, Housing Affordability, FIC/Residence findings, Mental Health Support, Budget Consultation Priorities
- [May 23] Meet with Executive Director Weekly Meeting
- [May 23] Board Development Session - SUB Orientation, Email Responses, Plans for Dialogue with Groups
- [May 24] Free Menstrual Project Meeting with Multiple stakeholders
- [May 27] Meeting with SVSPO to talk about gaps in MOU, Collab areas, Campaigns, CA opportunities
- [May 27] Burnaby City Council Meeting Gondola Vote
- [May 29] UAL Committee Meeting
- [May 29] Sustainability Office Toss Up Action Group Meeting - Single Use Plastics Plan
- [May 30] Meet with Executive Director Weekly Meeting
- [May 30] Board Meeting
- [May 31] Meeting with Sylvia, Erin Biddlecombe and Shina Kaur to discuss Student Services and points of contact and give updates
- [May 31] Led Incoming Board Chair Rayhaan through a mock board meeting and updated on various Board Chair Roles and Activities
- [May 31] Meeting with VP Services Christina to discuss Nimbus tutoring
- [May 31] Met with ED Sylvia and Rayhaan to discuss practices for upcoming board meeting

Projects

- Budget Consultation
- Free Menstrual Products
- Safer Party Planning Project Consultation

Office/Engagement Hours

- [May 16] Clubs Day Tabelling (6 hours)
- [May 22] Clubs Day Surrey (3 hours)
- Office hours are available by request. Please contact president@sfss.ca for an appointment.

Events

- [May 16] Clubs Day Tabelling
- [May 22] Clubs Day Surrey
- [May 22] UniverCity Town Hall to discuss tank farm, gondola, fire hall, evacuation plan etc
- [May 27] Burnaby Council Meeting City Hall - Gondola Supported in Principle

Administrative

- Calls and Emails

VP STUDENT SERVICES (CHRISTINA LOUTSIK)

Named SFSS Committee Work & Action Items

- Governance Committee
 - Did not meet during this time
- Accessibility Committee
 - Did not meet during this time
 - At-large applications under review
- FPML Committee
 - First meeting on 29th
- SUB Committee
 - Orientation meeting ED, Build SFU Manager, VP Finance and VP UR
- Fall Kickoff Committee
 - Did not meet during this time

Meetings & Action Items

- [May 16] Board Meeting
- [May 28] Summer U-Pass Appeals Committee
- [May 28] Meeting with GSS Director for UPASS TOR
- [May 28] SUB Project Orientation
- [May 29] FPML Committee Meeting
- [May 29] Exec Meeting
- [May 29] Board Meeting

Projects

- Health and Wellness initiatives
- UPASS TOR's review with GSS
- MySSP Committee
- UPASS Appeals Committee
- Setting priorities for Governance

Office/Engagement Hours

- Office hours are available by request. Please contact vpsservices@sfss.ca for an appointment.

Events

- N/A

Administrative

- Emails, meetings, phone calls

VP EXTERNAL RELATIONS (JASDEEP GILL)

Named SFSS Committee Work & Action Items

- Finance and Audit Committee
 - Did not meet during this period.
- Governance Committee
 - Did not meet during this period.
- Federal, Provincial, Municipal Advocacy and Lobbying Committee
 - Formerly known as the Advocacy Committee
 - Simran Uppal and an additional committee member will be attending the Alliance of BC Students Skills and Training Conference in June on behalf of the FPMAL Committee.
 - Currently working with Sarah Edmunds to finalize a 2019/2020 Lobbying Plan and make an annual budget for the 820-20 line item.
 - This committee will be meeting this period to go over the annual plan, and to delegate specific files to committee members.

Meetings & Action Items

- [May 15] Weekly Meeting with ED
- [May 16] Board Meeting
- [May 21] Annual Studentcare Stakeholders Meeting
- [May 22] Annual Studentcare Stakeholders Meeting
- [May 23] Annual Studentcare Stakeholders Meeting
- [May 24] Annual Studentcare Stakeholders Meeting
- [May 27] Reviewing 2019/2020 Lobbying Plan
- [May 27] Weekly Meeting with ED
- [May 29] Board Meeting Discussion with Gio
- [May 30] FPML Committee Meeting
- [May 30] Exec Meeting
- [May 30] FARM Check-in Meeting
- [May 30] Board Meeting
- [May 31] BCFS Skills Symposium

Projects

- 2019/2020 Lobbying Plan
- 820-20 Annual Budget Development

Office/Engagement Hours

- Office hours are available by request. Please contact vpexternal@sfss.ca for an appointment.

Events

- [May 16] Summer 2019 Clubs Day

Administrative

- Calls, emails, etc.



Board of Directors

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

VP FINANCE (TAWANDA NIGEL CHITAPI)

Named SFSS Committee Work & Action Items

- Finance & Audit Committee
 - This committee did not meet during this period
 - Meetings will be held on an (as-needed-basis)
- SUB Building Committee
 - Project Orientation
- SUB Management Committee
 - This committee did not meet during this period

Meetings & Action Items

- [May16] SFSS Board Meeting
- [May17] Fall Kickoff Budget consultation
- [May23] Board Development Session
- [May24] Meeting with Marc Fontaine
- [May28] SUB project orientation
- [May 30] Exec Meeting
- [May 30] FARM Check-in Meeting
- [May 30] Board Meeting
- [May 31] BCFS Skills Symposium
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Projects

- SFSS Investment policy (In progress)

Office/Engagement Hours

- Office hours are available by request. Please contact vpfinance@sfss.ca for an appointment.

Events

- N/A

Administrative

- Bank Reconciliations
- Cheque Requisitions
- Stipend Approvals
- President Stipend re-distribution

VP STUDENT LIFE (JESSICA NGUYEN)

Named SFSS Committee Work & Action Items

- Events Committee
- FPML Committee
- Nomination Committee
- Kickoff Committee

Meetings & Action Items

- [May 16] Board Meeting
- [May 17] Kickoff Budget Meeting with Dipti and Tawanda Nigel
- [May 17] Meeting with potential Events Committee Internal prospect
- [May 17] Meeting with SFSS Staff Rachel Dee
- [May 17] Kickoff Meeting with Dipti and SFU Erin B, Jessica from MECs, and Mark M
- [May 21] Annual Studentcare Stakeholders Conference
- [May 22] Annual Studentcare Stakeholders Conference
- [May 23] Annual Studentcare Stakeholders Conference
- [May 24] Annual Studentcare Stakeholders Conference
- [May 25] Weekly Check-in with Sylvia and Jasdeep
- [May 25] Calling Council & Orientation with Sarah
- [May 25] DSU/Club Collab Discussion with Emerly, Alejandro, and Sindhu
- [May 29] Pub Bookings Meeting with SFU
- [May 30] Check-in Meeting
- [May 30] Board Meeting
- [May 31] Skills Symposium

Projects

- Fall Kickoff
- Kickoff Hiring
- Freezie Fridays
- June Club X DSU Collab

Office/Engagement Hours

- Office hours are available by request. Please contact vpstudentlife@sfss.ca for an appointment.

Events

- [May 16] Clubs Day Tabling

Administrative

- Emails and meetings
- Cheque requisitions

VP UNIVERSITY RELATIONS (SHINA KAUR)

Named SFSS Committee Work & Action Items

- Finance and Audit Committee
 - Did not meet during this period
- Vancouver Campus Committee
 - Did not meet during this period
- Kickoff Committee
 - Did not meet during this period
- University, Advocacy, and Lobbying Committee
 - Worked with Sarah Edmunds regarding potential initiatives
 - Sent in google form to nominating committee to recruit at-large members
 - Met with Giovanni Hosang to set up first committee meeting
 - Holding first meeting on May 28

Meetings & Action Items

- [May 16] Board Meeting
- [May 21] Check in with ED
- [May 22] Meeting with Gio re: University Committee planning
- [May 22] Attend UniverCity Townhall with Giovanni
- [May 23] Board Development Session - SUB Orientation, Email Responses, Plans for Dialogue with Groups
- [May 23] Meeting with Sarah re: University Committee planning
- [May 23] Board Meeting Discussion with Giovanni
- [May 24] Free Menstrual Products Meeting with multiple stakeholders
- [May 27] Meeting with Mark Lalonde
- [May 27] Burnaby City Council Meeting
- [May 28] SFU Building Committee Meeting
- [May 29] UAL Committee Meeting
- [May 30] Exec Meeting
- [May 30] Board Meeting
- [May 31] Meeting with Erin Biddlecomb, Giovanni, and Sylvia

Projects

- Budget Consultation
- Free Menstrual Products
- ISF Color the Summer
- SUB Transition
- SFU Emergency Committee

Office/Engagement Hours

- Office hours are available by request. Please contact vpuniversity@sfss.ca for an appointment.

Events

- [May 22] UniverCity Town Hall to discuss tank farm, gondola, fire hall, evacuation plan et.
- [May 27] Burnaby Council Meeting City Hall - Gondola Supported in Principle

Administrative

- Sorted entire inbox and created proper filing system for emails
- Calls

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
 - Did not meet during this period.
- Kickoff Committee:
 - Did not meet during this period.
- Accessibility Fund Committee
 - Did not meet during this period.
- Nomination Committee
 - Held interviews for the events committee on May 21, 22, 23.
 - In the process of selecting 10 at-larges for the events committee.

Meetings & Action Items

- [May 16] Clubs Day Tabelling
- [May 16] Board Meeting
- [May 21] Events Committee Interviews
- [May 22] Events Committee Interviews
- [May 23] Events Committee Interviews
- [May 23] Board Development Session
- [May 27] Nomination Committee Meeting
- [May 30] Board Meeting

Projects

- Nomination Committee - hiring at-larges for the events committee
- Freezie Fridays

Office/Engagement Hours

- Office hours are available by request. Please contact atlarge1@sfss.ca for an appointment.
- [May 16] Clubs Day Tabelling

Events

- [May 16] Clubs Day Tabelling

Administrative

- Emails and meetings

AT-LARGE REPRESENTATIVE (RAYHAAN KHAN)

Named SFSS Committee Work & Action Items

- Accessibility Fund Committee
 - Did not meet during this period.
- University Advocacy Lobbying (UAL) Committee
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Meetings & Action Items

- [May 16] Board Meeting
- [May 23] Board Development Session
- [May 29] UAL Committee Meeting
- [May 30] Board Meeting

Projects

- N/A

Office/Engagement Hours

- Office hours are available by request. Please contact atlarge2@sfss.ca for an appointment.

Events

- N/A

Administrative

- Emails and meetings
- Cheque Requisitions

APPLIED SCIENCES REPRESENTATIVE (NICK CHUBB)

Named SFSS Committee Work & Action Items

- Events Committee
 - Filled out doodle poll for when to have first meeting
- Kickoff Committee
 - Continued planning kickoff
- Surrey Campus Committee
 - With Shelley helped run Surrey Clubs Day smoothly
 - Tabled at SFSS and SCC table for the entire day, handing out treats
 - Got student emails that are interested in being an at-large member of the SCC
- IT Student Advisory Committee
 - Filled out doodle for available meeting times

Meetings & Action Items

- [May 21] SCC Meeting with Shelley
- [May 21] MESS Meeting
- [May 23] Board Development Session
- [May 28] WiCS Meeting
- [May 29] SCC Meeting with Shelley
- [May 29] ESSS Meeting
- [May 29] CSSS Meeting
- [May 30] Board Meeting

Projects

- SEESS Planning and recruiting
- Recruitment for Surrey Campus Committee
- Planning Fall Kickoff w/ the Events committee
- Beginning talks about gondola working group

Office/Engagement Hours

- Office hours are available by request. Please contact appscirep@sfss.ca for an appointment.

Events

- [May 22] Surrey Club Day Tabling

Administrative

- Replied to emails

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

Named SFSS Committee Work & Action Items

- Events Committee
 - Drafted list of possible external companies to ask for sponsorship
- University Advocacy and Lobbying Committee
 - Did not meet during this period
- Accessibility Fund Committee
 - Did not meet during this period
- Surrey Campus Committee
 - Could not make it to Surrey Clubs Days due to being in Quebec

Meetings & Action Items

- [May 21] Society of Arts and Social Sciences meeting
 - To plan icebreaker event for emails collected from Clubs Days
- [May 27] FASS DSUs meeting
- [May 28] Society of Arts and Social Sciences meeting

Projects

- Mental Health Care Packages
- Accessibility Standard Policy
- FSU Event-planning and Engagement
- Faculty-wide Fall Event (Frosh)

Office/Engagement Hours

- Office hours are available by request. Please contact artsrep@sfss.ca for an appointment.

Events

- N/A

Administrative

- Replied to emails and sent in agenda items for May 30th BoD meeting

BUSINESS REPRESENTATIVE (ANDREW WONG)

Named SFSS Committee Work & Action Items

- Nomination Committee
 - Conducted Events Committee Interviews on May 21, 22, 23
 - In the process of selecting 10 at large representatives for the Events Committee
 - Creating application forms for Accessibility Fund Advisory Committee, University Advocacy and Lobbying Committee, and Vancouver Campus Committee with Sindhu
- Finance and Audit Committee
 - No meeting during this period

Meetings & Action Items

- [May 16] SFSS Clubs Day Tabling
- [May 16] Board Meeting
- [May 21] Events Committee Interviews
- [May 22] Events Committee Interviews
- [May 23] Meeting Kim Paris, SEO Coordinator, regarding Beedie club president meetings and upcoming year as Business Rep
- [May 23] Events Committee Interviews
- [May 23] Board Development Session
- [May 30] Board Meeting

Projects

- N/A

Office/Engagement Hours

- Office hours are available by request. Please contact busrep@sfss.ca for an appointment.
- [May 16] SFSS Clubs Day Tabling

Events

- [May 16] SFSS Clubs Day Tabling

Administrative

- Emails and meetings

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

Named SFSS Committee Work & Action Items

- Surrey Campus Committee
 - Did not make Surrey clubs day tabling due to work
- Vancouver Campus Committee
 - Working with Nomination committee to recruit at-larges to committee
 - Did not meet during this period
- Finance and Audit Committee
 - Did not meet during this period
- Governance Committee
 - Did not meet during this period

Meetings & Action Items

- [May 16th] Brief meeting with Sylvia
- [May 16th] SFSS Board Meeting
- [May 23rd] SFSS Board Development session
- [May 23rd] Created FCAT President's group chat
- [May 23rd] Emailed all FCAT DSU Presidents for their availabilities for the upcoming President's meeting
- [May 24th] Attended the initial SFU Free Menstrual Products Initiative Meeting
- [May 28th] Attend CMNSU team meeting
- [May 30th] SFSS Board Meeting
- [May 30th] Board photos
- [May 30th] Attend IATSU team meeting

Projects

- Create summer semester schedule for President's Meetings
- SFU Free Menstrual Products Initiative

Office/Engagement Hours

- Office hours are available by request. Please contact fcatrepreneur@sfss.ca for an appointment.

Events

- N/A

Administrative

- Emails and meetings

EDUCATION REPRESENTATIVE (EMERLY LIU)

Named SFSS Committee Work & Action Items

- Accessibility Fund Committee
 - Did not meet during this period.
- Events Committee
 - Did not meet during this period.
- University Advocacy Lobbying Committee
 -

Meetings & Action Items

- [May 27] Faculty of Education Council meeting
- [May 27] DSU/Club Discussion with Jessica, Sindhu, and Alejandro
- [May 28] Meeting SFU Educational Review Journal
- [May 29] University Advocacy Lobbying Committee meeting
- [May 30] Education Student Association meeting

Projects

- SFSS Event Collaborations with FSUs/DSUs/Clubs for June
 - Created evaluation matrix

Office/Engagement Hours

- Office hours are available by request. Please contact edurep@sfss.ca for an appointment.

Events

- N/A

Administrative

- Emails and meetings

ENVIRONMENT REPRESENTATIVE (JULIAN LOUTSIK)

Named SFSS Committee Work & Action Items

- Events Committee
 - Did not meet during this time
- Federal, Provincial, Municipal Advocacy and Lobbying Committee
 - Did not meet during this period.
- Kickoff Committee:
 - Did not meet during this period.

Meetings & Action Items

- [May 16th] SFSS Board Meeting (via phone)
- [May 28] Meeting with BESU Co-Presidents
- [May 29] Meeting with Mark and Sustainability office for single use plastics and creating a working task force.
- [May 30] SFSS Board Meeting

Projects

- Ban Single Use Plastics

Office/Engagement Hours

- Office hours are available by request. Please contact envrep@sfss.ca for an appointment.

Events

- N/A

Administrative

- Emails and meetings

HEALTH SCIENCE REPRESENTATIVE (OSOB MOHAMED)

Named SFSS Committee Work & Action Items

- Surrey Campus Committee
 - Tabling, collecting applications for at-large members
- University Advocacy & Lobbying Committee
 - Meeting May 29
- Governance Committee
 - Has not met during this period

Meetings & Action Items

- May 21- Meeting w/Larissa Chen
- May 22- Surrey Clubs Days
- May 23- Board Development Session
- May 24- Brief meeting w/Fiona regarding SEI proposal
- May 24- Menstrual product project meeting w/GSS, OOC, WC and SEI Manager
- May 29- University Advocacy & Lobbying Committee meeting
- May 30- Check-in meeting
- May 30- Board meeting

Projects

- Free menstrual products
- Issues policy development

Office/Engagement Hours

- Office hours are available by request. Please contact healthrep@sfss.ca for an appointment.

Events

- May 22- Surrey Clubs Days

Administrative

- Emails, meetings etc.

SCIENCE REPRESENTATIVE (SIMRAN UPPAL)

Named SFSS Committee Work & Action Items

- Kickoff Committee:
 - Did not meet during this period
- Federal, Provincial, Municipal Advocacy and Lobbying Committee
 - Did not meet during this period
 - Simran Uppal and a committee member will be attending the Alliance of BC Students Skills and Training Conference in June.
- Surrey Campus Committee
 - Surrey Clubs Day

Meetings & Action Items

- [May 16] Clubs Day Tabelling
- [May 16] Board Meeting
- [May 16] SUS Meeting
- [May 22] Clubs Day Surrey
- [May 23] Board Development Session
- [May 30] FPML Committee Meeting
- [May 30] Board Meeting

Projects

- Collaborating with GSS on menstrual products project

Office/Engagement Hours

- [May 16] Clubs Day Tabelling
- [May 22] Clubs Day Surrey
- Office hours are available by request. Please contact sciencerep@sfss.ca for an appointment.

Events

- [May 16] Clubs Day Tabelling
- [May 22] Clubs Day Surrey

Administrative

- Emails and meetings