

1. CALL TO ORDER

Call to Order – 1:32 PM

2. TERRITORIAL ACKNOWLEDGMENT

We acknowledge that this meeting is being conducted on the unceded 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 Board Composition

President (<i>Chair</i>)	Hangue Kim
VP External Relations	Prab Bassi
VP Finance	Baljinder Bains
VP Student Services	Jimmy Dhesa
VP Student Life	Alam Khehra
VP University Relations	Erwin Kwok
At-Large Representative	Raajan Garcha
At-Large Representative	Jaskarn
Randhawa	
Faculty Representative (Applied Sciences)	Jeffrey Leung
Faculty Representative (Arts & Social Sciences).....	Jackson
Freedman	
Faculty Representative (Business)	Gini Kuo
Faculty Representative (Communications, Art, & Technology).....	Juvina Silvestre
Faculty Representative (Education)	Jamie Zhu
Faculty Representative (Environment).....	Yun Oh
Faculty Representative (Health Sciences)	Aarushi Sharma
Faculty Representative (Science)	Parham Elmi

3.2 Society Staff

Chief Executive Officer	Martin Wyant
Campaign, Research, and Policy Coordinator	Pierre Cassidy
Administrative Assistant	Zoya Nari
Administrative Assistant	Nadine Ratu

3.3 Guests

The Peak News Editor Assistant	Danielle
SFU WUSC Volunteer	Lora Mouammer
SFU WUSC Volunteer	Neelam Sahota
SFU WUSC Volunteer	Fatima Elmasry
SFU WUSC Volunteer	William Raphael
SFU WUSC Volunteer	Andisheh Fard
SFU WUSC Event Coordinator	Ayan Ismail
SFU WUSC Chair	Ester Uwimana

3.4 Regrets

VP External Relations Prab Bassi
Faculty Representative (Communications, Art, & Technology). Juvina Silvestre

4. RATIFICATION OF REGRETS

4.1 MOTION BOD 2018-02-09:01

Baljinder/Gini

Be it resolved to ratify regrets from Prab Bassi (academic) and Juvina Silvestre.

CARRIED

5. ADOPTION OF THE AGENDA

5.1 MOTION BOD 2018-02-09:02

Aarushi/Gini

Be it resolved to adopt the agenda as amended.

- In-Camera: Hi-Five and Communications Strategy
- Health and Dental RFP
- Update: Annual General Survey
- Discussion: SFU Talent Show

CARRIED AS AMENDED

6. MATTERS ARISING FROM THE MINUTES

6.1 MOTION BOD 2018-02-09:03

Jaskarn/Baljinder

Be it resolved to receive and file the following minutes:

- Board 2018-02-02.pdf
- Accessibility Committee 2018-01-22.pdf
- Advocacy Committee 2018-01-08.pdf
- Finance Committee 2018-01-08.pdf

CARRIED

7. PRESENTATIONS

7.1 WUSC

- Refer to attachment; budget documents from the past 5 years with a future forecast will be forwarded to Board at a later date
- WUSC pays a majority of the fees for the students in their first and second year
 - Accommodation (lives on campus), food (an allowance is given), application fees, tuition, etc.
 - Third and fourth year, only tuition is covered
- SFU funding is expected to end next year (3-year contract), hence other forms of funding are being considered to be able to sponsor up to 6 students per year
 - Currently using the levy fee for funding

8. NEW BUSINESS

8.1 Update GP-3 – MOTION BOD 2018-02-09:04

Baljinder/Yun

Be it resolved to adopt the revised GP3 policy as presented

CARRIED

- Refer to attachment

8.2 January 16-31, 2018 Board Work Report – MOTION BOD 2018-02-09:05

Jaskarn/Alam

Be it resolved to approve the January 16-31, 2018 Board & Committee Work Report.

CARRIED

8.3 Surrey Campus Committee – MOTION BOD 2018-02-09:06

Baljinder/Jeffrey

Be it resolved to appoint Gurpreet Boparai as At-Large Member for the Surrey Campus Committee.

CARRIED

- This member has been recommended by the committee as they have been volunteering at most of the events

8.4 SCC Games Day – MOTION BOD 2018-02-09:07

Baljinder/Jeffrey

Be it resolved to approve up to \$1075 from line item 821/20 for the SCC Games Day event on March 12, 2018.

CARRIED

- Refer to attachment

8.5 Semester Reports – MOTION BOD 2018-02-09:08

Baljinder/Jeffrey

Be it resolved to approve and publicly release the Semester Reports for Summer 2017 and Fall 2017 by the Board of Directors.

CARRIED

- To allow Board members to be transparent to members
- Confidential contents to be removed

8.6 Member Opinion Research – MOTION BOD 2018-02-09:09

Baljinder/Alam

*Whereas the Board of Directors consider member services as a priority,
Whereas the working group has met with Miller Pearson Consulting to determine that they are suitable as the first step of a long-term improvement strategy,*

Be it resolved to approve up to \$10,000 from line item 689/32 to contract Miller Pearson Consulting to conduct member opinion research;

Be it further resolved to have the CEO submit a report to board with recommendations to move forward, once the member opinion research project has been completed.

CARRIED

- Purpose: To gather quantitative data and actionable steps to move forward
- Note: Was discussed at a previous Board meeting
- Will be beneficial to our Member services as a long-term option as suggested by Staff and Board members involved in the decision

- Timelines to be discussed at a later date

8.7 Throwback Thursday Pub Night – MOTION BOD 2018-02-09:10

Alam/Gini

Be it resolved to approve up to \$1,450 from line item 817/20 for the March 1, 2018 Pub Night.

CARRIED

- Refer to attachment
- Last pub night of the year

9. DISCUSSION ITEMS

9.1 IEC Report

- Postponed to the next meeting

9.2 Board Job Descriptions

- Currently under review

9.3 Campus Vibe

- To create a Student Engagement Platform
- Platform to include all student involvement for each member
 - Events, clubs involved in, services available, etc.

Yun Oh left at 2:22 PM

- A proposal to be sent to Board with a recommendation at a later date
- To possibly assist in the transition process from in-person to online based

9.4 Public Square

- SFU now recognizes the services provided for Mental Health
 - Will be promoting resilience towards adversity
- Board is in favor of promoting the event

9.5 Health and Dental Survey

- RFP document is pending approval to be sent out

9.6 SFU Talent Show

- To work closely with the Event committee as a joint event
- Further discussion and consideration to be done
- Board supports the event
- Suggestion:
 - To possibly make it a large-scale event
 - Events committee to be heavily involved in the process
- Concern
 - Conflict with the granting process

10. UPDATES

10.1 Annual General Survey

- February 26th to March 9th
- Classroom presentations to be conducted

11. IN-CAMERA

MOTION BOD 2018-02-09:11

Baljinder/Jimmy

Be it resolved to go in-camera for the remainder of the meeting.

CARRIED

11.1 Mini Mart Lease

MOTION BOD 2018-02-09:11

Gini/Baljinder

Whereas the current lease for Mini Mart 101 Ltd. (Mini Mart) expires on April 30, 2018.

Whereas the lease could be extended until December 2018 to align with the expected completion date of the SUB.

Whereas Mini Mart has leased MBC 2200 since April 2005. The original lease agreement was for a term of 10 years and entitled the tenant to one renewal period of five years (until April 30, 2020) if they wished to remain in the space.

Whereas in 2015, as the lease was nearing the end of the initial term, the tenant expressed their interest in renewing the lease. Knowing that the SUB would be built and the SFSS would need to vacate its leased space in the MBC, including the Mini Mart space, before the five year renewal period had elapsed, the SFSS negotiated with Mini Mart to renew their lease for a reduced term of three years. The lease was renewed until April 30, 2018.

Be it resolved to approve the extension of the Mini Mart tenant lease agreement until December 21, 2018.

CARRIED

11.2 Hi-Five

11.3 Communication Strategy

12. EX-CAMERA

MOTION BOD 2018-02-09:12

Jimmy/Baljinder

Be it resolved to go ex-camera.

CARRIED

13. ATTACHMENTS

- WUSC-SFU PROPOSAL.pdf
- Throwback Thursday Pub Night.pdf
- [BOD1718] January 16-31 Work Report & Committee Update.pdf
- BRIEFING NOTE Pilot Project.pdf
- Pilot Project Fall 2018_Spring 2019.pdf
- Pilot Project Spring 2018 Budget.pdf
- SCC Proposal - Games Day (Andrew Paraninfi).pdf

14. ADJOURNMENT

MOTION BOD 2018-02-09:13

Jaskarn/Baljinder

Be it resolved to adjourn the meeting at 3:45 PM.

CARRIED

BRIEFING NOTE



ORIGINATING ORGANIZATION: Hi-FIVE
Movement for Mental Health

CONTACT PERSON: Natalie Morin,
hifivesfu.coordinator@gmail.com

TITLE: Coordinator

DATE: February 3rd/2018

SUBJECT: Hi-FIVE & SFSS Pilot Project

BACKGROUND:

Since the start of Hi-FIVE in 2013, Hi-FIVE has worked alongside Health and Counselling Services and the Simon Fraser Student Society to host events and outreaches with the goal of eliminating the stigma surrounding mental health and illness. Over time, the relationship between the SFSS and Hi-FIVE has become convoluted as policies and procedures have changed in SFSS funding. The goal for Hi-FIVE is to work towards creating a solid foundation with the SFSS through means of a pilot project.

KEY ISSUES:

- Identifying where Hi-FIVE resides within the SFSS
- How the pilot project will work in relation to Hi-FIVE and the SFSS
- How Hi-FIVE may access funding for events and outreaches

RECOMMENDATIONS FOR ACTION:

Hi-FIVE will work towards transitioning over to the Simon Fraser Student Society

Communication is key in establishing a solid relation with the SFSS. Hi-FIVE and the SFSS will meet to figure out how to properly run the pilot project with the end goal of establishing a foundation within the SFSS.

Pilot Project specifications

Hi-FIVE will supply the documents requested by Martin Wyant and Hangué Kim for board speculation and approval. The following documents have been included in this pilot project package: Hi-FIVE deliverables and event timeline, three event proposals for the Spring 2018 semester, two budgets for Spring 2018 and the Fall 2018-Summer 2019 year, 2017/2018 expense report, January Newsletter and copies of volunteer and executive meeting minutes from the start of the 2018 year.

Hi F.I.V.E.

Friendship **I**nvoke conversation **V**alue everyone's gift **E**liminate stigma

Fall 2018/Spring 2019 Budget

September 1st/18 - August 31st/19

Detail		
Costs	<p>Social Event Costs (in chronological order): These events are tailored towards volunteers and creating a cohesive team. It is important to thank volunteers for their time and hard work.</p> <p>Fall Mental Health training/ Volunteer Icebreaker (<i>September 26th</i>)*</p> <ul style="list-style-type: none"> - Club Ilia, Hi-FIVE paying for appetizers \$250 - Trivia/training prizes \$50 <p>→ TARGET AUDIENCE: 25 student/faculty</p> <p>Hiking Event: Lighthouse Park (<i>October 13th</i>)*</p> <ul style="list-style-type: none"> - Snacks/ice cream \$50 <p>→ TARGET AUDIENCE: 20 student/faculty</p> <p>Volunteer Appreciation (<i>April 4th</i>)*</p> <ul style="list-style-type: none"> - Restaurant or pizza, Hi-FIVE will be covering food costs and thank-you gifts for outstanding volunteers \$300 <p>→ TARGET AUDIENCE: 25 student/faculty</p> <p>Outreach costs (in chronological order):</p> <p>Fall Club Days (<i>September 19th & 20th</i>)*</p> <ul style="list-style-type: none"> - Candy \$20 - Post-it notes \$5 <p>→ TARGET AUDIENCE: 150 student/faculty</p> <p>October Outreach Event: Stress can be Scary (<i>October 18th</i>)*</p> <ul style="list-style-type: none"> - Stress relief kits (stress balls, resources, chocolate bar) \$150 - "Horror Movie" Terminology & Mental Health Language \$20 - Prize basket \$60 <p>→ TARGET AUDIENCE: 200 student/faculty \$50</p> <p>Winterfest (<i>November 1st</i>)*</p> <ul style="list-style-type: none"> - Tea & snacks to give out 	

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	→ TARGET AUDIENCE: 200 student/faculty	\$1200
		\$475
	Mental Health Art Gala (<i>November 14th & 15th</i>)*	
	- Art with an Impact workshop, comes with food	\$150
	- Art supplies (paint, balloons, large canvas, drop sheets)	\$50
		\$100
	- Thank you gifts for contributors	
	- Movie in a lecture hall	
	- Popcorn and pop for attendees	\$20
	→ TARGET AUDIENCE: 300 student/faculty	\$5
	Spring Club Days (<i>January 16th & 17th</i>)*	
	- Candy	
	- Post-it notes	\$10
	→ TARGET AUDIENCE: 150 student/faculty	\$10
		\$50
		\$10
	Bell Let's Talk (<i>January 31st based off last year</i>)*	
	- 50 Timbits	
	- Cupcake supplies	
	- AV rental	
	- Table materials/printing	\$170
	→ TARGET AUDIENCE: 150 student/faculty	\$0
	→ TARGET AUDIENCE ONLINE: 1000 student/faculty	\$100
		\$0
		\$30
	Spring Outreach (<i>February 21st</i>)*	
	- Pizza	
	- Board games	
	- Interactive games rental	
	- Wheel rental with mental Q&A	\$50
	- Mental Health conversation starters	\$75
	→ TARGET AUDIENCE: 300 student/faculty	\$150
		\$50
	Me Week (based off last year, <i>March 18th & 22nd</i>)*	
	MONDAY: Mind, Body, Spirit	\$0
	- Yoga instructor for free yoga	\$10
	- Free massages	\$30
	- Tea, coffee and treats	\$75
	- Postcard sending	\$0
	TUESDAY: Art Therapy	
	- Large canvas drawing	\$300
	- Play dough	\$100
	- Kinetic sand	\$1200
	- Granola bars and beverages	
	- Colouring materials	\$250
	WEDNESDAY: Coffee & Conversation	\$150
	- Food and coffee/tea	\$500
	- Customized sleeves with care tips	\$300

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Friendship Invite conversation Value everyone's gift Eliminate stigma

	<ul style="list-style-type: none"> - Photo-booth <p>THURSDAY: Mental Health Forum (split w/SFSS)</p> <ul style="list-style-type: none"> - Decorations & promotional material - Thank-yous for 5 speaker - Refreshments for reception - Speakers <p>FRIDAY: Giant visual</p> <ul style="list-style-type: none"> - Paper and balloons - Camera crew <p>→ TARGET AUDIENCE: 1500 student/faculty</p> <p>Promotional costs:</p> <p>T-Shirts & Banners Printing costs</p> <p>Total Operational Cost:</p>	<p>\$50</p> <p>\$200</p> <p>\$200</p> <p>\$100</p> <p>\$7,125</p>
Coordinator Position	<p>\$300 stipend bi-weekly x 44 weeks</p> <p>Received upon completion of 10 hours per week</p>	\$6,600
<u>Total Costs</u>	<u>The total costs of the HiFIVE program with the coordinator cost included.</u>	<u>\$13,725</u>
SFSS Contributions	<p>Coordinator portion:</p> <p>Operating Portion:</p> <p>Total Funding:</p>	<p>\$6,600</p> <p>\$7,125</p> <p>\$13,725</p>

Hi F.I.V.E.

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Spring 2018 Budget

January 1st/18 - August 31st/18

Detail		
Costs	Spring Club Days (<i>January 17th & 18th</i>)	
	- Candy	\$20
	- Post-it notes	\$0
	→ TARGET AUDIENCE: 150 student/faculty	
	Bell Let's Talk (<i>January 31st</i>)	
	- 50 Timbits	\$10
	- Cupcake supplies	\$10
	- AV rental	\$50
	- Table materials/printing	\$10
	→ TARGET AUDIENCE: 150 student/faculty	
	→ TARGET AUDIENCE ONLINE: 1000 student/faculty	
	Exec Team Building and Training (<i>February 15th</i>)	\$130
	- Escape Room, Hi-FIVE is covering 50% of the cost (13 exec)	
	→ TARGET AUDIENCE: 14 students	
	Spring Outreach (<i>February 22nd</i>)*	\$250
	- Pizza	\$0
	- Board games	\$0
	- Mental Health conversation starters	\$50
	- Arts and craft supplies such as candles, decorations, seedlings, potting soil.	
	→ TARGET AUDIENCE: 330 student/faculty	\$50
	Me Week (<i>March 19th-March 23rd</i>)*	\$75
	MONDAY: Mind, Body, Spirit	\$150
	- Yoga instructor for free yoga	\$50
	- Massages	
	- Tea, coffee and treats	\$0
	- Postcard sending *need stamps	\$10
	TUESDAY: Art Therapy	\$30
	- Large canvas drawing	\$30
	- Play dough	\$75
	- Kinetic sand	\$50
	- Granola bars and beverages	
	- Colouring materials,candles, decorations, seedlings, potting soil.	\$300
	WEDNESDAY: Coffee & Conversation	\$100

Hi F.I.V.E.

Friendship Invite conversation Value everyone's gift Eliminate stigma

	<ul style="list-style-type: none"> - Food and coffee/tea - Customized sleeves with care tips - Photo-booth <p>THURSDAY: Mental Health Forum (split w/SFSS)</p> <ul style="list-style-type: none"> - Decorations & promotional material - Thank-yous for 5 speaker - Refreshments for reception - Speakers <p>FRIDAY: Giant visual</p> <ul style="list-style-type: none"> - Paper and balloons - Camera crew <p>→ TARGET AUDIENCE: 1500 student/faculty</p> <p>Volunteer Appreciation (<i>April 5th</i>)*</p> <ul style="list-style-type: none"> - Club Ilia food and drinks <p>→ TARGET AUDIENCE: 25 student/faculty</p> <p>Promotional costs:</p> <p>T-Shirts & Banners</p> <p>Printing costs</p> <p>Total Operational Cost:</p>	<p>\$1200</p> <p>\$250</p> <p>\$150</p> <p>\$500</p> <p>\$300</p> <p>\$50</p> <p>\$250</p> <p>\$250</p> <p>\$200</p> <p>\$100</p> <p>\$4,670</p>
Coordinator Position	\$300 stipend bi-weekly x 16 weeks Received upon completion of 10 hours per week	\$2,400
<u>Total Costs</u>	<u>The total costs of the HiFIVE program with the coordinator cost included for Spring 2018.</u>	<u>\$7,070</u>
SFSS Contributions	<p>Coordinator portion:</p> <p>Operating Portion:</p> <p>Total Funding:</p>	<p>\$2,400</p> <p>\$4,620</p> <p>\$7,070</p>

* All dates subject to change upon room bookings and availability

Surrey Campus Committee Proposal for Games Day

Name: Andrew Paraninfi

Position(s): SCC Voting Member

Event Type: Social/Health and Well-Being

Date: March 12

Time: 11 am – 4 pm

Location: Simon Fraser University Surrey Campus Mezzanine

Expected Attendance/Target: 50-100

Budget:

Expenses	Amount
Popcorn	\$200
Strike a light	\$300
Carnival Games	\$200
Large screen for video game	\$100
Set up	\$75
Marketing	\$100
Contingency	\$100
Total	\$1075

There will be no revenue generated at this event.

Which one of the four SFSS pillars does this event align with:

Social/ Health and Well-being

Description of Event:

The SFU Games day will be held in the Mezzanine and will serve as an enjoyable way for students to feel at home at SFU. The desired atmosphere is one of comfortability, friendly competition and teamwork. There will be different areas with different games. We will have a large TV with 2K18, or FIFA since those are popular choices by this specific demographic. To appeal to the other students not interested in these games, we will have giant Jenga and “strike a light” as these games have proven to be enjoyed in the past. For those interested in just hanging around, there will be a Popcorn machine set up, free of charge. The event will be open from 11-4 pm.

Throwback Thursday Pub Night

Date & Time: March 1st (9PM-1AM)

Overview:

- The plan is to carry another successful pub night with the momentum built up by students from the last one. The theme for this pub night will be throwback music from the 90's and 2000's.

Goals and Objectives:

- To host another successful pub night for undergraduate SFU students before finals approach.
- To continue to foster the sense of community within our SFU undergraduates

Stakeholders:

- The SFSS membership (19+)
- Some off-campus attendees (19+)
- SFU Dining Services and/or external bartending company
- SFU Meeting, Events, and Conference Services
- SFU Safety & Risk Services
- SFU Ancillary Services
- DJs (Decibel, Saqib)

Targeted Audience:

- SFSS members over the age of 19
- Non-SFSS members over the age of 19

Metrics/Measurables:

- Amount of tickets sold (300)

Marketing:

- Marketing will be completed by our SFSS communications office. We will be having constant social media presence on both channels (IG and FB), putting up posters around campus, and distributing handbills.
- We can walk around the hallways giving out free candies/snacks with handbills for the event

Production:

- Production will be covering the lights, sound, and theme decorations. Speakers and lights will be provided by Decibel entertainment (within performance costs).
- There will be a mix of DJs performing including student DJs and Decibel entertainment
- Disco balls, lasers, LP4's, streamers, blank CD's handing down, glow sticks.

Ticket Sales:

- There will be three tiers of tickets
 - \$5 x 100,
 - \$10 x 150
 - \$15 x 50
- Tickets will be sold through the Club and Student Union Center, few Board members, and online via Showpass.

Theme:

- Top 40 hip/hop from the 90s and 2000's

Prizes and giveaways

- 4 \$25 gift cards as online giveaways
- Prizes (same as above) for 1) Best dressed (x2), 2) Best dance moves(x2)

Budget:

Expenses

Decorations	\$350
DJs	\$1000
Security	\$1000
Promo	\$300
Production	\$350
Photo booth	\$700
Giveaways	\$125
Prizes	\$125
Photographer	\$100
Videographer	\$150

Revenue

Tier one (\$5)	100	\$500
Tier two (\$10)	150	\$1500
Tier three (\$15)	50	\$750

Net

Expenses	\$4,200
Revenue	\$2,750
Net	\$-1,450



Alam Khehra

VP Student Life
Board of Directors

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WUSC-SFU PROPOSAL

What is WUSC?

The World University Service of Canada (WUSC) is a leading Canadian non-profit organization dedicated to providing education, employment, and empowerment opportunities for youth. WUSC is the only one of its kind to combine resettlement with opportunities for higher education through The Student Refugee Program (SRP). The SRP supports over 130 refugee students per year through active partnerships with over 80 Canadian universities and colleges. WUSC has empowered over 1,700 young refugees from 39 countries of origin to continue their education in safe and supportive environments since the program began.



SFU Local Committee

Crucial to the program's success is its unique youth-to-youth sponsorship model which empowers young Canadian students to play an active role in the sponsorship of refugee students. Our campus-based Local Committee (LC) believes education changes the world and is actively involved in raising awareness about the program on campus and in the community. The LC establishes a budget to secure funds needed to support the students for the duration of the sponsorship. The Local Committee supports student refugees in their integration into Canadian social and academic life, organizes creative events around key dates throughout the year (e.g. World Refugee Day), educates and engages their campus and community on migration issues. Additionally, and most importantly, the Committee prepares SRP students for independence after the sponsorship period is over.

Achievement Highlights

Since 1978, WUSC's Student Refugee Program (SRP) has been able to provide resettlement and higher education opportunities to over 1,700 refugee youth who have had their education interrupted by conflict and persecution. As one of the Universities partnering with WUSC, SFU has been sponsoring refugee students since 1981, and a good number of those students have successfully completed their degrees and found stable jobs. While we only took in one to three refugee students per year in the past, as of last year, we have managed to take in six students.

● **Why Have This Referendum?**

After going through our budget and the funding that the student levy provides, it is evident that we will run out of funds to support our students by 2021. Which is why we are proposing this referendum; to increase the levy so as to have enough funds for the program to continue running and supporting the current and upcoming students.

The SRP students' graduation rate is at its lowest since the program started at SFU, as an unfortunate result of not having enough funds to best support the students. Our goal for the referendum is to provide the students with enough financial support to focus on their education thus increasing the students' graduation rate.

We also plan on increasing the number of sponsored students in the future so that more ambitious, hardworking, and passionate students get the chance to achieve their dreams of pursuing an education at a reputable university such as SFU, and acquire the knowledge and skills that are necessary to become successful individuals who are able to contribute to the prosperity of the Canadian society.

● **What Are We Proposing?**

We are proposing to double the current student levy fee in order to sustain the program and increase the number of refugee students being sponsored every year by SFU.

● **Where Will Your Money Go?**

The funds collected through the student levy and other contributions from the university is used to cover the students' travel loans from their countries of asylum to Canada, tuition fees, accommodations on campus, and other supplies such as books, computers, and food. We also pay a certain fee to WUSC Ottawa which helps in the processing of certain documents, such as the single entry visa since most of the students do not have a passport.

Approximation of the amount spent on one student for a year:

1 student	
37,000.00	1st year
30,000.00	2nd year
7,500.00	3rd year
7,500.00	4th year
82,000.00	total for 1 student

● **Question for the referendum**

Are you in favor of increasing the current semester based levy fee, collected for the Student Refugee Program (SRP) from \$2.50 to \$5.00 for full time undergraduate students, \$1.50 to \$3.00 for part time undergraduate students, and \$1.50 to \$3.00 for graduate students to sustain the program and possibly increase the number of refugee students being sponsored every year by SFU?

SFSS BOARD COMMITTEE UPDATE

This report summarizes SFSS committee activities that took place from
January 16-31, 2018

ADVOCACY

The advocacy committee met a total of one time during this time period. We introduced new at-large members to the committee. We still have one vacancy on the committee. We discussed Needs-Based Grants (NBG) and the provincial lobbying is done for NBG. The NBG Campaign will be led by Prab and Jamie. In the meeting, we discussed the NBG advocacy campaign called GRANTS NOW. This will be a collaborative campaign with UBC AMS, UVSS, and the ABCS. We are working on finding the best method of gaining student support. We also discussed our campaign video and the leads for the video are Jamie and Kush.

ACCESSIBILITY FUND

Accessibility met one time during this period. We discussed the our Disability Movie Night Event. We did semester planning. We discussed potential improvements we can make to the campus with the Accessibility Fund. We passed a the Accessibility Grant Policy Program to improve the current granting structure with the fund.

EVENTS

The events committee met a total of two times during this time period.

- [Jan 16] Began planning for February events, passed Club Exec Social
- [Jan 23] Continued planning for February, approved Dodgeball Tournament and February Pub Night
- [Jan 30] Finished planning for February, approved Spring 2018 Movie Nights, Valentines Candy Gram Giveaway, and Munchie Mondays.

FINANCE & AUDIT

The finance and audit committee reviewed the fund report and discussed recommendations to be made to board. Additionally, all departments are currently in the process of drafting up budgets for review.

GOVERNANCE

Governance held our engagement event on January 29th successfully. In our upcoming meeting, we will be debriefing on the event and reviewing results to be compiled into a final report with recommendations moving forward. As for the review policy schedule, GP3 will be returned to Board with a motion to adopt the proposed revisions. In the following week that we review the engagement event, we will also be reviewing our next policy, GP2.

NOMINATION

Nominations were held during this period. There is one vacancy on advocacy at this time and 7 on Vancouver Campus Committee. Nominations will try to fill the remaining spots.

STRATEGIC ENGAGEMENT

The strategic engagement committee is currently under a review of the terms of reference and as such has not met during this semester.

SURREY CAMPUS

The committee met once, during which we reviewed proposals brought forward by at-large members and provided our feedback. The committee also actively tabled for the Surrey pub night to sell tickets, as well as during clubs day. The pub night was on the 25th, and it was a huge success with approximately 200 people attending.

VANCOUVER CAMPUS

The committee did not meet during this period due to scheduling conflicts and unavailability among committee members. We are currently pushing for applications of at-large positions via the Nomination Committee.

SFSS BOARD WORK REPORT

This report reflects the Board work from
January 16-31, 2018

PRESIDENT (In progress, stopped on January 26)

Named SFSS Committee Work & Action Items

- [January 19] Vancouver Board Meeting
- [January 22] Finance and Audit Committee
-

Meetings & Action Items

- [January 16] Board Evaluations
- [January 17] Mental Health Pre Meeting
- [January 17] SFSS Video Project
- [January 18] Student Union Discussion
- [January 18] U-Pass Appeals Committee
- [January 18] President Petter
- [January 19] President/CEO Weekly
- [January 19] BC Ministry of Advanced Education- Mental Health
- [January 29] Showpass
- [January 29] Surrey Space
- [January 29] SFSS Promotional Video

Projects

- Surrey Space Expansion
- FIC
- Facility Services Agreement- Events
- SFSS Video Project
- Food Bank Program
- Recreational Pass

Office/Engagement Hours

- Offices hours are available by appointment at the Burnaby, Vancouver, and Surrey Campus. Please contact president@sfss.ca to schedule an appointment.

Events

- [January 16] Burnaby Clubs Days
- [January 17] Burnaby Clubs Days
- [January 24] Surrey Clubs Days
- [January 29] Student Union Engagement Event (Governance Committee)

Administrative

- Emails

- Prepared agenda, reviewed minutes, reports, finished Fall semester report.

VP STUDENT SERVICES

Named SFSS Committee Work & Action Items

- [January 26] Executive Meeting
- [January 22] Accessibility Committee Meeting

Meetings & Action Items

- [January 31] Meeting with TRG
- [January 31] Annual General Survey Meeting

Projects

- Health and Dental RFP
 - Working on RFP and scheduling meetings with TRG
 - Issuing RFP on February 9th after Board approval

Office/Engagement Hours

- [January 19] Clubs Days tabling
- Offices hours are available by appointment at the Burnaby, Vancouver, and Surrey Campus. Please contact yps-services@sfss.ca to schedule an appointment.

Events

- [January 24] BBOT 2018 - Local Government Representatives Reception
- [January 15] Surrey Campus Committee Surrey Pub Night
 - Coat Check Pick Up
- [January 29] Student Union Engagement Event (Governance Committee)

Administrative

- Emails
- Prepared agenda, reviewed minutes, reports

VP EXTERNAL RELATIONS

Named SFSS Committee Work & Action Items

- [January 19] Vancouver Board Meeting
 - Board Work Plan
 - Please see meeting minutes and agenda for more info
- [January 22] Advocacy Meeting
 - Recruited new at-large members
 - Created NBG Proposal
 - Discussed the Needs based Grants campaign
- [January 26] Executive Meeting
 - Space Discussion
 - Copy Centre
 - Fraser International College
 - 2018 February Pub Night
 - Spring 2018 Dodge Ball Tournament
 - Facility Services Agreement
- [January 29] Governance Meeting
 - code of conduct
 - governance event planning
 - review schedule for policies

Meetings & Action Items

- [January 17] Mental Health Pre Meeting with CEO
 - Finalized key speaking points
 - Connected CEO with the AdvEdu office
- [January 17] Council Meeting
 - Discussed advocacy committee's purpose
 - Recruited members
- [January 19] BC Ministry of Advanced Education- Mental Health
 - Planned and hosted meeting at SFU Vancouver
 - Joint meeting with UBC AMS, SFSS and Minister of Advanced Education
 - Currently planning a follow up meeting
- [January 22] SFU CMNS Office Meeting
- [January 22] Sexual Assault Awareness Month Meeting
 - Discussed SFU's Consent Campaign launching in march
- [January 26] Meeting with Education Rep for Needs Based Grants
 - Finalized proposal
 - Discussed promotion
- [January 29] Meeting with Educator, Sexual Violence Support & Prevention Office
- [January 31] Meeting with Education Rep
 - Finalized needs based grants proposal
 - Created budget, petition and outline for graphics

Projects

- Needs Based Grants Advocacy Campaign
- Mental Health
- Sexual Violence Prevention
- Government Relations

Office/Engagement Hours

- [January 17] Clubs Day Tabling
- Offices hours are available by appointment at the Burnaby, Vancouver, and Surrey Campus. Please contact vpexternal@sfss.ca to schedule an appointment.

Events

- [January 24] BBOT 2018 - Local Government Representatives Reception
- [January 15] Surrey Campus Committee Surrey Pub Night
- [January 29] Student Union Engagement Event (Governance Committee)

Administrative

- Emails
- Booked meeting room in Vancouver and Catering for AdvEdu Meeting
- Prepared agenda, reviewed minutes, reports, finished Fall semester report.

VP FINANCE**Named SFSS Committee Work & Action Items**

- [Jan 19] Board Meeting in Vancouver
- [Jan 22] Finance and Audit Committee Meeting
- [Jan 26] Executive Meeting
- [Jan 29] Finance and Audit Committee Meeting

Meetings & Action Items

- [Jan 16] Meeting with CEO
- [Jan 16] Meeting with President
- [Jan 18] Meeting with Board Members
- [Jan 18] Meeting with Communications Coordinator
- [Jan 23] Meeting with Student
- [Jan 24] Meeting with Business Representative and CEO
- [Jan 24] Meeting with Applied Science Representative and CEO
- [Jan 24] Meeting with Build SFU Manager
- [Jan 24] Meeting with CEO and Finance Coordinator
- [Jan 24] Meeting with SCC At Large Committee Member
- [Jan 25] Meeting with Student
- [Jan 26] Meeting with President
- [Jan 29] Meeting with VP UR, Education Representative, and FCAT Representative
- [Jan 29] Meeting with President, VP UR, At Large Representative, and Build SFU Manager
- [Jan 30] Meeting with VP UR and Education Representative
- [Jan 30] Meeting with CEO

Projects

- Bursaries
 - Contacted SFU for more information
- Board Evaluations
 - Completed board evaluations
- Access to Courses
 - Set up meeting to start project
- 2018/19 Budget
 - Departments are drafting up first draft
- Surrey Space Expansion
 - Potential Projects in Progress
- Financial Statement Review
 - Reviewed with CEO
- Confidential Project
 - Will be disclosed in the future
- External Granting
 - Developing policies
- Partnerships
 - Developing policies
- Surrey Pub Night
 - Event was successful
- Surrey Events Proposals
 - Met with at large member to help develop proposals

- Customer Service Program
 - Meeting with external organization for project

Office/Engagement Hours

- [Jan 17] SCC Tabling
- [Jan 19] Vancouver Board Meeting
- Offices hours are available by appointment at the Burnaby, Vancouver, and Surrey Campus. Please contact vpfinance@sfss.ca to schedule an appointment.

Events

- Vancouver Social
- BASS Mentorship Program Wrap Up Party

Administrative

- Emails
- Prepared agenda, reviewed minutes, reports, finished Fall semester report
- Payroll

VP STUDENT LIFE**Named SFSS Committee Work & Action Items**

- [Jan 16] Events Committee
- [Jan 19] Board Of Directors
- [Jan 23] Events Committee
- [Jan 26] Executive Meeting
- [Jan 30] Events Committee

Meetings & Action Items

- [Jan 17] SFSS video
- [Jan 17] Council
- [Jan 18] Student Union Discussion
- [Jan 23] International Women's Day Event Discussion
- [Jan 23] Student meeting
- [Jan 26] Student meeting
- [Jan 26] Fall Kickoff Response
- [Jan 29] Spring Sendoff response
- [Jan 29] Showpass
- [Jan 29] SFSS Video Brainstorming
- [Jan 31] Pub booking form review

Projects

- Movie Night
- Candy Gram Giveaway
- Coffee + Free Food day
- Facility Services Agreement- Events

Office/Engagement Hours

- [Jan 16] Clubs Day Tabling

- [Jan 17] Clubs Day Tabling
- [Jan 17] Movie Night
- [Jan 18] Clubs Day Tabling
- Offices hours are available by appointment at the Burnaby, Vancouver, and Surrey Campus. Please contact vpstudentlife@sfss.ca to schedule an appointment.

Events

- SFSS Movie Night
- Board Social

Administrative

- Emails
- Prepared agenda, reviewed minutes, reports, finished Fall semester report.

VP UNIVERSITY RELATIONS

Named SFSS Committee Work & Action Items

- [Jan 19] Vancouver Board Meeting
- [Jan 22] Finance and Audit Committee Meeting
- [Jan 22] Accessibility Meeting
- [Jan 26] Executive Meeting
- [Jan 29] Finance and Audit Committee Meeting
- [Jan 29] Governance meeting

Meetings & Action Items

- [Jan 19] meeting with VP Finance
- [Jan 26] CRPC meeting
- [Jan 29] meeting with general student
- [Jan 29] Meeting with President, AppSci rep, At-Large Rep, and Build SFU Manager
- [Jan 29] Surrey Space Meeting
- [Jan 30] Meeting with VP Finance and Educ Rep

Projects

- Surrey Space Expansion
 - Awaiting next steps from President
- SFSS Sexual Violence Policy
 - Submitted feedback to SFU on code of conduct
 - Showed interest in developing an MOU with SFU
- SFSS Course Accessibility
 - Assisted FCAT rep with drafting emails, awaiting SFU response
- Bursaries
 - Reviewed as part of working group
 - Awaiting next steps by VP Finance
- 2018/19 Budget
 - Awaiting compilation by Finance office to submit to FAC
- External Granting
 - Awaiting next steps by VP Finance

Office/Engagement Hours

- Office hours are by appointment. Please email vpuniversity@sfss.ca
- [Jan 17] Burnaby clubs day tabling

Events

- [Jan 29] Student Union Engagement Event
 - Set-up
 - Led discussion on granting process + took notes
- Vancouver Social

Administrative

- Emails
- Prepared agenda, reviewed minutes, reports, finished Fall semester report.

AT-LARGE REPRESENTATIVE (GARCHA)**Named SFSS Committee Work & Action Items**

- Advocacy Committee
- Surrey Campus Committee (Chair)
- Governance Committee

Meetings & Action Items

- [Jan 15] Governance Meeting
- [Jan 15] SCC Meeting
- [Jan 15] Surrey Pub Night Meeting
- [Jan 19] Board Meeting
- [Jan 22] SVP Meeting
- [Jan 22] Advocacy Meeting
- [Jan 22] Sexual Assault Awareness Month Committee Meeting
- [Jan 26] Exec Meeting
- [Jan 29] Governance Meeting
- [Jan 29] Surrey Space Meeting

Projects

- Surrey Pub Night
 - Rented coat racks + hangers for coat check, bought decoration supplies and wristbands, handled logistics on day of the event, managed ticket sellers/sales
- Surrey Space Expansion
 - Awaiting next steps from President
- SFSS Sexual Violence Policy
 - Submitted feedback to SFU on code of conduct
 - Showed interest in developing an MOU with SFU
- Sexual Assault Awareness Month
 - Attended planning meeting with SFU

Office/Engagement Hours

- Office hours are by appointment. Please email atlarge1@sfss.ca
- [Jan 15] Surrey Pub Night Tabling

- [Jan 16] Surrey Pub Night Tabling
- [Jan 17] Surrey Pub Night Tabling
- [Jan 23] Surrey Clubs Day
- [Jan 24] Surrey Clubs Day

Events

- [Jan 25] Surrey Pub Night
 - Set-up, take-down, coat check, organizing logistics
- [Jan 29] Student Union Engagement Event
 - Set-up, take down
 - Led discussion on training workshops + took notes

Administrative

- Emails
- Prepared agenda, reviewed minutes, reports, finished Fall semester report.

AT-LARGE REPRESENTATIVE (RANDHAWA)**Named SFSS Committee Work & Action Items**

- Finance and Audit Committee (FAC)
- Events Committee
- Build SFU Committee

Meetings & Action Items

- [Jan 16] Events Committee Meeting
- [Jan 17] Council Meeting
- [Jan 19] Board Meeting
- [Jan 22] FAC meeting + Budget Review
- [Jan 23] Events Committee Meeting
- [Jan 29] Surrey Space Meeting
- [Jan 29] SFSS Video Brainstorming
- [Jan 30] Events Meeting

Projects

- Valentines Day Pub Night
 - Hired DJs, volunteer Doodle, photographer/videographer, worked with communications for artwork/promotions, production, booking, set-up ShowPass, and so on.
- Surrey Pub Night
 - Returned coat racks + hangers for coat check
- Surrey Space Expansion
 - Awaiting next steps from President

Office/Engagement Hours

- Office hours are by appointment. Please email atlarge2@sfss.ca

- [Jan 16] Burnaby Clubs Day
- [Jan 17] Burnaby Clubs Day
- [Jan 18] Burnaby Clubs Day
- [Jan 19] Burnaby Clubs Day
- [Jan 24] Surrey Clubs Day
- [Jan 27] Sustainability Conference SFU

Events

- [Jan 25] Surrey Pub Night
 - Set-up, take-down, coat check
- [Jan 27] Sustainability Conference SFU
- [Jan 29] Student Union Engagement Event
 - Set-up, take down
 - Led discussion on training workshops + took notes
- [Jan 31] BASS Council Debate

Administrative

- Emails
- Prepared agenda, reviewed minutes, reports, finished Fall semester report.

APPLIED SCIENCES REPRESENTATIVE (Jeffrey Leung)**Named SFSS Committee Work & Action Items**

- Governance Committee:
 - [January 29] Meeting
 - Discussed the Code of Conduct policy updates
 - Discussed research into potential policies for in-camera meetings
 - Provided updates and tasks for the Student Union Executive Forum
 - See **Events: Student Union Executive Forum**
- Surrey Campus Committee:
 - See **Events: Surrey Pub Night**
- Events Committee:
 - [January 30] Meeting
 - Brought a potential collaboration with a club

Meetings & Action Items

- Board of Directors:
 - [January 19] Meeting
 - Passed a motion to publicize the results of the [2017 General Membership Survey](#)
 - Updated the status of all initiatives on the Board Work Plan
 - Listened to feedback for the proposed changes to the Code of Conduct
- Faculty and At-Large Representative Directors:

- [January 18] Meeting (as chair)
 - Discussed Council progress
 - Promoted vacancies on the Advocacy Committee
 - Discussed trends of Faculty Formals
 - Discussed methods of faculty representative successors
- Council:
 - [January 17] Meeting
 - Provided an update from the Board on projects, events, and initiatives
 - Discussed the Student Union Executive Forum
 - Discussed the possibility of a Fall Reading Break
- Computing Science Student Society:
 - [January 16] Meeting
 - Provided update on FASSU
 - Provided update on FAS Formal
 - Promoted the upcoming Student Union Executive Forum by the Governance Committee
 - Discussed upcoming Council meeting
 - [January 30] Meeting
 - Discussed feedback from the Student Union Executive Forum
 - Provided updates from the SFSS Board of Directors
- Mechatronics Systems Engineering Student Society:
 - [January 18] Meeting
 - Discussed next steps on the Fall Reading Break initiative
 - Promoted the upcoming Student Union Executive Forum
 - Discussed the Surrey Pub Night
 - Discussed my transition to the next successor
- Women in Computing Science:
 - [January 17] Meeting
- Women in Engineering:
 - [January 19] Meeting

Projects

- FAS Formal:
 - [January 19] Social
 - [January 26] Meeting
 - Discussed progress on grants
 - Discussed potential marketing strategies
 - Discussed venue visit
 - Discussed next action items
 - [January 27] Venue visit
 - Discussed details of logistics
- Faculty of Applied Sciences Student Union:
 - [January 30] Meeting
 - Discussed purpose of group and potential scope

- External Granting:
 - [January 24] Meeting
- Surrey Space Expansion:
 - [January 29] Meeting

Office/Engagement Hours

- Office hours by appointment; email appscirep@sfss.ca
- Most meetings of the DSUs of FAS

Events

- [January 17] SFSS Movie Night
- [January 18] Environmental Sciences: Town Hall
- [January 18] UNICEF SFU: Icebreaker
- [January 23] SFSS Clubs Day (Surrey)
 - Tabled to promote Surrey Pub Night ticket sales
- [January 24] SFSS Clubs Day (Surrey)
 - Tabled to promote Surrey Pub Night ticket sales
- [January 26] SFU Peak Frequency: Icebreaker
- Student Union Executive Forum:
 - Organized logistics, catering, AV, presentation material, schedule of activities, volunteer schedule
 - [January 29] Event (as lead)
 - Engaged with student union executives
 - Asked for feedback on SFSS services and initiatives
- Surrey Pub Night:
 - [January 17] Tabled to promote ticket sales
 - [January 22] Tabled to promote ticket sales
 - See **Events: SFSS Clubs Day (Surrey)**
 - [January 25] Tabled to promote ticket sales
 - [January 25] Event
 - Led setup and takedown of equipment
 - Organized volunteers and scheduling
 - Organized logistics
 - Managed coat check
 - Acted as point of communication between Pub and organizers

Administrative

- Read and commented on documentation
- Read and responded to emails
- Reviewed agenda items, minutes, and supporting documents

ARTS & SOCIAL SCIENCES REPRESENTATIVE (J. Freedman)**Named SFSS Committee Work & Action Items****Events Committee**

- [Jan 16] Events Committee Meeting
- [Jan 23] Events Committee Meeting

Meetings & Action Items

- [Jan 16] Meeting with Sindhu - Classroom Presentations
- [Jan 17] PSSU Meeting
- [Jan 17] SFSS Council Meeting
- [Jan 18] FARM Meeting
- [Jan 18] Student Union Discussion
- [Jan 19] BOD Meeting
- [Jan 22] Accessibility Meeting
- [Jan 23] Meeting with Pierre

Projects

- Classroom Presentations
- Strategic Engagement Review
- Campus Infrastructure Initiative
- Dodgeball Tournament 2
- Olympics Watching Party
- Pool Movie Night

Office/Engagement Hours

- [Jan 16] Clubs Day Tabling
- [Jan 17] Clubs Day Tabling
- [Jan 18] Clubs Day Tabling
- Office hours by appointment, please email artsrep@sfss.ca

Events

- [Jan 17] SFSS Movie Nights
- [Jan 19] Board Social

Administrative

- Communicated with constituents, reviewed documents, coordinated with staff and prepared for meetings

BUSINESS REPRESENTATIVE**Named SFSS Committee Work & Action Items**

- [Jan 16] Events Committee meeting
- [Jan 19] Board Of Directors
- [Jan 23] Events Committee
- [Jan 22] FAC

Meetings & Action Items

- [Jan 17] FARM Meeting
- [Jan 23] Women's centre x SFSS
- [Jan 24] Mental Health initiative presentation

Projects

- Club Exec social

Office/Engagement Hours

- [Jan 15] Surrey pub night tabling
- [Jan 16] Burnaby clubs day tabling
- [Jan 17] Burnaby clubs day tabling

Events

- [Jan 26] VP Research and International Open Forum

Administrative

- Read and responded to all emails
- Coordinated with staff regarding event details
- Reviewed all meeting agendas, minutes, and attachments

COMMUNICATION, ART & TECHNOLOGY REPRESENTATIVE **(Juvina Silvestre)**

Named SFSS Committee Work & Action Items

- [January 19] Vancouver Board Meeting
- [January 22] Accessibility Fund Meeting

Meetings & Action Items

- [January 17] Meeting with FCAT Director of Student Affairs
- [January 19] BC Ministry of Advanced Education - Mental Health
- [January 22] FCAT Formal Meeting
- [January 23] FCAT DSU Presidents Meeting
- [January 24] Mental Health Service Presentation
- [January 29] FCAT Formal Meeting
- [January 29] Course Accessibility/Availability Discussion

Projects

Mental Health SAP

FCAT Formal

- Hosted a one-day fundraiser at Surrey

Required Course Accessibility

Office/Engagement Hours

- Office hours available by appointment: fcatrepsfss.ca

Events

- [January 16] Clubs Day Tabling
- [January 17] Clubs Day Tabling
- [January 29] Student Union Engagement Event (Governance Committee)

Administrative

- Read and responded to all emails
- Reviewed all meeting agendas, minutes, and attachments

EDUCATION REPRESENTATIVE

Named SFSS Committee Work & Action Items

- Advocacy Committee
 - Discussion of Needs Based Grants Campaign
- Accessibility Committee

Meetings & Action Items

- [Jan 17] FARM Meeting
- [Jan 19] Student Union Discussion
- [Jan 19] ESA Meeting
- [Jan 19] Board Meeting
- [Jan 22] Advocacy Meeting
- [Jan 22] Accessibility Meeting
- [Jan 22] Sexual Assault Awareness Month Committee Meeting
- [Jan 22] SVP Committee Meeting
- [Jan 25] AVP Learning and Teaching Search Committee Meeting
- [Jan 26] AVP Learning and Teaching Search Committee Meeting

Projects

- SFSS Sexual Violence Policy
 - Submitted feedback to SFU on student code of conduct
 - Emailed SFU to express interest in developing an MOU
- Sexual Assault Awareness Month
 - Attended planning meeting with SFU's SAAM Committee

Office/Engagement Hours

- Office hours available by appointment: edurep@sfss.ca

Events

- [Jan 16] Clubs Day Tabling
- [Jan 17] Pub Night Tabling
- [Jan 18] Clubs Day Tabling
- [Jan 25] Pub Night

Administrative

- Reading, reviewing and sending emails

ENVIRONMENT REPRESENTATIVE

Named SFSS Committee Work & Action Items

- FAC committe
- Governance

Meetings & Action Items

- Meeting for the safe walk
- FAC
- Governance
- EVSC student union meeting
- BESU student union meeting

Projects

- **Pub night**
- **Safe walk**

Office/Engagement Hours

- **Phone calls**
- **emails**

Events

- Town hall meeting
- Pizza night

Administrative

- **Emails**
- **Phone calls**
- **Semester report**

HEALTH SCIENCE REPRESENTATIVE**Named SFSS Committee Work & Action Items****Events Committee**

- Working on the Mental Health March speaker panel proposal
 - Figuring out keynote speakers
 - Collabing with hi-five
- Pub night planning
 - Brainstorming decor ideas for valentines pub night

Advocacy Committee

- Working on mental health march speaker panel
 - Finding an interactive forum to engage students during the panel
- Discussed needs based granting

Meetings & Action Items

[January 16th] Events Meeting
[January 19th] Meeting Ministry of Advanced Education about Mental Health resources
[January 19th] Board Meeting
[January 23rd] Events Meeting
[January 23rd] Meeting with martin
[January 24th] Mental Health SAP meeting
[January 24th] Hi-Five meeting for Mental Health Panel
[January 31st] Meeting with Anwar- Mental Health March
[January 31st] Meeting with Sindhu and Martin-Annual General Survey

Projects

Mental Health March
Annual General Survey

Office/Engagement Hours

Available by appointment, book via healthrep@sfss.ca

Events

[January 16] Clubs day tabling

{January 18th} Clubs day tabling

Administrative

- Writing the semester board report
- Checking emails and looking over agenda items
- Researching speakers for forum
- Writing the proposal for mental health march

SCIENCE REPRESENTATIVE**Named SFSS Committee Work & Action Items**

- [January 19] Vancouver Board Meeting

Meetings & Action Items

- [Jan 18] Farm Meeting
- [Jan 22] Advocacy Meeting

Projects

- OER's
- Science Peer Mentorship Program
- Engagement

Office/Engagement Hours

- Office hours by email. Please email sciencerep@sfss.ca
 - Skype meeting are also available, please email for more information

Events

- [Jan 16] Health Campus Champion Reception
- [Jan 16] Clubs days
- [Jan 17] Clubs days

Administrative

- Responding to emails, reading agenda items, reviewed minutes
- Finished semester report