

1. CALL TO ORDER

Call to Order – 11:02 am

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

President..... Deepak Sharma
VP External Relations..... Christine Dyson
VP Finance Hangu Kim
VP Student Life Curtis Pooghkay
VP University Relations.....Arr Farah
At-Large Representative..... Paul Hans
At-Large Representative..... Mudiwa Bwakura
Faculty Representative (Applied Sciences) Alan Lee
Faculty Representative (Arts & Social Sciences) Blossom Malhan
Faculty Representative (Communication, Art & Technology) Prab Bassi
Faculty Representative (Education) John Ragone
Faculty Representative (Environment)
Faculty Representative (Health Sciences)..... Raajan Garcha
Faculty Representative (Science) Jimmy Dhesa

3.1 Society Staff

Build SFU General Manager Marc Fontaine
Chief Executive Officer Martin Wyant

Campaigns, Research and Policy Coordinator Pierre Cassidy

Administrative Assistant Carmela Frouws

Administrative Supervisor Karen Atara

3.2 Regrets

VP Student Services Larissa Chen

Faculty Representative (Business) Pritesh Pachchigar

4. RATIFICATION OF REGRETS

MOTION BOD 2016-05-04:01

MUDIWA/ARR

Be it resolved to ratify regrets from: Larissa Chen and Pritesh Pachchigar

CARRIED

DISCUSSION

- Out of Town

5. ADOPTION OF THE AGENDA

MOTION BOD 2016-05-04:02

CHRISTINE/ MUDIWA

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED

DISCUSSION

- Discussion - add Surrey Space Renovation Project
- Item 7: Appointments and Resignations – Strike Strategic Plan Ad Hoc
- Report form the CEO – Strike (no update)

6. REPORTS FROM SOCIETY

6.1 Report from the President

- An invitation was received to attend the Transit Strike Plan Task Force.
 - Coast Mountain Bus drivers have voted in favour of going on strike.
- It was explained that there is desire to attend, as it would likely be relevant to Board work.
- Received an invite for luncheon
- Received invite from CJSF and the Peak for interviews.
- Organizing the Board Retreat with the help from Executives

- Board of Directors Orientation
- Day to day administrative duties

****Blossom Malhan arrived at 11:11am**

7. APPOINTMENTS AND RESIGNATIONS

MOTION BOD 2016-05-04:03

ARR/CURTIS as amended by ARR/CHRISTINE

Be it resolved that nominations be closed for the following SFSS committees;

- Governance Committee: Arr Farah (chair), Christine Dyson, Blossom Malhan, Mudi Bwakura and Larissa Chen
- Finance and Audit Committee: Hangu Kim (chair), Paul Hans, Jimmy Dhesa, Pritesh Pachchigar, John Ragone
- Advocacy Committee: Christine Dyson (chair), Arr Farah, Blossom Malhan, Prab Bassi and Raajan Garcha
- Events Committee: Curtis Pooghkay (chair), Mudi Bwakura, and Alan Lee and 2 vacancies
- Surrey Campus Committee: Hangu Kim
- Vancouver Campus Committee: Prab Bassi
- Engagement Ad-Hoc Committee : Curtis Pooghkay (chair), John Ragone, Larissa Chen, and Jimmy Dhesa
- Nomination Committee: Mudi Bwakura (chair), Christine Dyson, and Arr Farah

CARRIED AS AMENDED

DISCUSSION

- Governance Committee (1 Executive member, 4 Board members)
 - Interest was expressed by Arr Farah for Chair of the Governance Committee
 - Interest was expressed and motivated by Christine Dyson, Mudi Bwakura, Alan Lee, Blossom Malhan, Larissa Chen, and John Ragone
- Finance and Audit Committee (VP Finance, 4 Board members)
 - Hangu Kim has been appointed as Chair of the Finance Committee
 - Interest was expressed and motivated by Alan Lee, Pritesh Pachchigar, Jimmy Dhesa, Paul Hans, and John Ragone
- Advocacy Committee (1 Executive member, 4 Board members)
 - Interest was expressed by Christine Dyson for Chair of the Advocacy Committee
 - Interest was expressed and motivated by Arr Farah, Blossom Malhan, Prab Bassi and Raajan Garcha
- Events Committee (1 Executive member, 4 Board members)

- Interest was expressed by Curtis Pooghkay as Chair of the Events Committee
- Interest was expressed by Mudi Bwakura, Raajan Garcha and Alan Lee
- Surrey Campus Committee (1 Board member)
 - Jimmy Dhesa, Hangué Kim and Pritesh Pachchigar have expressed interest for the SCC.
 - The members interested motivated for the position.
- Vancouver Campus Committee (1 Board member)
 - Prab Bassi has expressed interest for the VCC

*****John Ragone arrived at 11:15am***

- Engagement Ad-Hoc Committee (4 Board members)
 - Interest was expressed and motivated by Curtis Pooghkay, Raajan Garcha, Jimmy Dhesa, Paul Hans, Larissa Chen, and John Ragone
- Nomination Committee (3 Board members)
 - Interest was expressed and motivated by Christine Dyson, Arr Farah, Mudi Bwakura, and Alan Lee
 - Mudi Bwakura was appointed as the Chair of the Nomination Committee.

8. NEW BUSINESS

8.1 BUILD SFU JOINT STEERING COMMITTEE

MOTION BOD 2016-05-04:04

PAUL/HANGUE as amended by ARR/BLOSSOM

Be it resolved to appoint President Deepak Sharma, VP University Relations Arr Farah and Student At-Large Representative Paul Hans to the Build SFU committees.

CARRIED

DISCUSSION

- Board was informed that three Board members were recruited last year to act in an advisory capacity in regards to the Build SFU project.
- The three appointed members will be responsible for attending regular meetings.
- Meetings will take place on Thursday
- Interest was expressed and motivated by Paul Hans, John Ragone, Arr Farah, & Deepak Sharma

8.2 BOARD RETREAT

MOTION BOD 2016-05-04:05

CURTIS/ALAN

Be it resolved to approve up to \$2900 from line item 814/20 for Board Retreat allocated towards transportation, accommodation, and meals only.

CARRIED

DISCUSSION

- Board was informed that a draft itinerary will be sent out.
- The budget includes meals budgeted to \$5-\$6 per person/per meal and four car vehicle transportation to a house in Squamish.
 - Board was informed that the budget was strictly for aforementioned items only.

8.3 2016 STUDENTCARE STAKEHOLDER CONFERENCE

MOTION BOD 2016-05-04:06

BLOSSOM/HANGUE

Be it resolved to appoint the President, Deepak Sharma and VP Student Services, Larissa Chen as the SFSS delegates for the 2016 Studentcare Stakeholder Conference from May 25th to May 28th.

CARRIED

Abstention: Mudi Bwakura and Alan Lee

DISCUSSION

- The Annual Studentcare Stakeholder conference will be held in Montreal on May 25-May 28.
 - The conference is free to the SFSS
- Concern was expressed that there is not much value in attending the conference.
- It was explained that the conference will host workshops on potential future services that can be offered to the membership.
- It was suggested that the SFSS send two board members to be able to voice the concerns of the membership.
- Board agreed that a report would be submitted within thirty days of attending the conference.

8.4 SFU SEXUAL ASSAULT POLICY COMMITTEE

MOTION BOD 2016-05-04:07

ARR/ MUDIWA

Be it resolved to nominate the Women's Centre Coordinator Leah Horlick and VP Student Services Larissa Chen as the SFSS representatives on the SFU Sexual Assault Policy Committee

CARRIED

DISCUSSION

- Board members interested in being part of the committee: Arr & Larissa
- It was decided that Larissa Chen would be appointed to the Sexual Assault Policy Committee.

9. DISCUSSION ITEMS

- SPACE RENOVATION PROJECT AT VANCOUVER AND SURREY
 - The Surrey Space Renovation Project started in the Summer 2014.
 - The SFSS has been trying to get with an agreement with Surrey to proceed.
 - It is believed that the Surrey Campus is not considering this to be a valued issue and therefore the SFSS will be withdrawing its desire for space renovation in Surrey and will reconsider in Vancouver.
 - Vancouver campus space renovation project began in Spring 2016 and has made more progress than the Surrey project during the past year and half.

10. ANNOUNCEMENTS

- SUMMER SEMESTER BOARD MEETING DATE/TIME – no time set yet.
- COMMITTEE APPLICATIONS – Students are invited to apply for all open At-Large spaces. Applications will close on Friday, May 6.

11. ATTACHMENTS

- Board Committee Structure

12. ADJOURNMENT

- Adjournment – *1:10pm*

APPENDIX 2: BOARD COMMITTEE STRUCTURE

NOMINATING COMMITTEE

Name and Type

Name: Nominating Committee

Duration: The committee will be established at the first Board meeting of the cycle or at the leisure of the Board, and dissolved once all committee members have been appointed.

Purpose

This purpose of this committee is to seek, identify, and recruit qualified members to participate in Board committees.

Membership

- Voting members
 - 3 Board members
- Non-voting ex-officio members
 - Campaigns, Research, and Policy Coordinator

The Board shall appoint the Chair of the committee.

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with formal recommendations and reports relating to the appointment of at-large members to Board committees.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

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

The committee shall report on its progress at Board meetings.

The committee shall set a meeting calendar for the duration of the academic term at the first meeting of that term.

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

Relevant Policies

The members of the committee should be familiar with the following:

- SFSS Board Policies

GOVERNANCE COMMITTEE

Name and Type

Name: Governance Standing Committee

Duration: The committee will be established upon the adoption of these terms of reference and dissolve at the discretion of the Board.

Purpose

This purpose of this committee is to make and report on the development of recommendations to the Board of Directors aimed at strengthening its governance processes and capacity.

Membership

- Voting members
 - President (ex-officio)
 - 1 executive board member
 - 4 board members
- Non-voting ex-officio members
 - Chief Executive Officer
 - Campaigns, Research, and Policy Coordinator

The Board shall appoint the Chair of the committee.

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with formal recommendations and reports relating to:

- SFSS Constitution, Bylaws, and Board Policies,
- committee terms of reference,
- governance processes, including:
 - the roles and responsibilities of the Board,
 - duties and responsibilities of directors and officers,
 - conflict of interest procedures,
 - procedures for the removal or directors,

- Board and committee training,
- Board and candidate orientation, and
- Board and Board member performance review,
- legislative changes that impact the activities of the SFSS, and
- Board calendar, including:
 - meeting times,
 - Board retreat,
 - Board evaluation time,
 - Monitoring report schedule.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

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

The committee shall report on its progress at Board meetings.

The committee shall set a meeting calendar for the duration of the academic term at the first meeting of that term.

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

Relevant Policies

The members of the committee should be familiar with the following:

- SFSS Constitution
- SFSS Bylaws
- SFSS Board Policies
- SFSS Strategic Plan
- Society Act of British Columbia

FINANCE AND AUDIT COMMITTEE

Name and Type

Name: Finance and Audit Committee

Duration: The committee will be established upon the adoption of these terms of reference and dissolve at the discretion of the Board.

Purpose

This purpose of this committee is to make and report on the development of recommendations to the Board of Directors aimed on the financial and audit functions of the Society on behalf of Board.

Membership

- Voting members
 - President (ex-officio)
 - VP Finance (Chair)
 - 4 board members
- Non-voting ex-officio members
 - Chief Executive Officer
 - Financial Coordinator

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with formal recommendations and reports relating to:

- the audit of the Society, including:
 - the appointment of the external auditor,
 - annual financial statements, and
 - the auditor's unobstructed access to information and personnel, and
- the finances of the Society, including:
 - the annual budgets are developed and presented to the Board,
 - review and present semesterly financial statements to the Board, and
 - ensure that regular monitoring reports are completed and presented to the Board.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

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

The committee shall report on its progress at Board meetings.

The committee shall set a meeting calendar for the duration of the academic term at the first meeting of that term.

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

Relevant Policies

- Ends Policies
- GP-6: Board Committee Principles
- GP-7: Board Committee Structure
- EL-3: Financial Condition and Activities
- EL-4: Financial Planning and Budgeting
- EL-5: Asset Protection
- GP-9: Annual Planning

EXECUTIVE COMMITTEE

Name and Type

Name: Executive Committee

Duration: The committee will be established upon the adoption of these terms of reference and dissolve at the discretion of the Board.

Purpose

This purpose of this committee is to make decisions on behalf of the Board of Directors if the Board is unable to convene in time to address an important and timely issue.

Membership

- Voting members
 - 6 executive board members
- Non-voting ex-officio members
 - Chief Executive Officer

The Board shall appoint the Chair of the committee.

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with reports on any Executive Committee meeting that took place since the previous meeting of the Board of Directors outlining

- items considered, and
- motions passed.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

The committee shall meet in person as required and at the call of the Chair and only as required to conduct the business of the Board between Board meetings where three working days have been provided.

The committee shall report on its progress and committee agenda items at Board meetings.

Relevant Policies

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

ADVOCACY COMMITTEE

Name and Type

Name: Advocacy Committee

Duration: The committee will be established upon the adoption of these terms of reference and dissolve at the discretion of the Board.

Purpose

This purpose of this committee is to make and report on the development of recommendations to the Board of Directors on the development and implementation of advocacy priorities.

Membership

- Voting members
 - President (ex-officio)
 - 1 executive board member
 - 4 board members
 - 6 at-large members
- Non-voting ex-officio members
 - Chief Executive Officer
 - Campaigns, Research, and Policy Coordinator

The Board shall appoint the Chair of the committee.

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with formal recommendations and reports relating to:

- advocacy priority proposals
- plans for the implementation of accepted proposals, including:
 - a budget,
 - resource requirements,
 - staffing requirements, and
 - timelines,

- summary reports on the progress of advocacy initiatives which include:
 - spending actuals, and
 - campaign highlights.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

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

The committee shall report on its progress at Board meetings.

The committee shall set a meeting calendar for the duration of the academic term at the first meeting of that term.

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

Relevant Policies

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

EVENTS COMMITTEE

Name and Type

Name: Events Committees

Duration: The committee will be established upon the adoption of these terms of reference and dissolve at the discretion of the Board.

Purpose

This purpose of this committee is to make and report on the development of recommendations to the Board of Directors on SFSS events.

Membership

- Voting members
 - President (ex-officio)
 - 1 executive board member
 - 4 board members
 - 6 at-large members
- Non-voting ex-officio members
 - Chief Executive Officer
 - Communications Coordinator

The Board shall appoint the Chair of the committee.

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with formal recommendations and reports relating to event:

- proposals, including:
 - a budget,
 - timeline,
 - event schedule,
 - engagement opportunities,
 - staffing requirements, and
 - resource requirements,

- progress, and
- final reports on the event, including:
 - financial actuals,
 - engagement results,
 - participation levels, and
 - a recommendation on whether or not to host similar events in the future.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

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

The committee shall report on its progress at Board meetings.

The committee shall set a meeting calendar for the duration of the academic term at the first meeting of that term.

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

Relevant Policies

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

SURREY CAMPUS COMMITTEE

Name and Type

Name: Surrey Campus Committee

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

Purpose

This purpose of this committee is to make and report on the development of recommendations to the Board of Directors aimed at providing for Surrey campus engagement.

Membership

- Voting members
 - President (ex-officio)
 - 1 board member
 - 8 at-large members taking at least one of their courses at the satellite campus
- Non-voting ex-officio members
 - Staff

The committee shall appoint its Chair by majority vote.

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with formal recommendations and reports relating to:

- engagement initiatives and results, and
- community building events at the Surrey campus.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

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

The committee shall report on its progress at Board meetings.

The committee shall set a meeting calendar for the duration of the academic term at the first meeting of that term.

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

Relevant Policies

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

VANCOUVER CAMPUS COMMITTEE

Name and Type

Name: Vancouver Campus Committee

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

Purpose

This purpose of this committee is to make and report on the development of recommendations to the Board of Directors aimed at providing for Vancouver campus engagement.

Membership

- Voting members
 - President (ex-officio)
 - 1 board member
 - 8 at-large members taking at least one of their courses at the satellite campus
- Non-voting ex-officio members
 - Staff

The committee shall appoint its Chair by majority vote.

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with formal recommendations and reports relating to:

- engagement initiatives and results, and
- community building events at the Vancouver campus.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

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

The committee shall report on its progress at Board meetings.

The committee shall set a meeting calendar for the duration of the academic term at the first meeting of that term.

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

Relevant Policies

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

STRATEGIC PLANNING AD-HOC COMMITTEE

Name and Type

Name: Strategic Planning Ad-Hoc Committee

Duration: The committee will be established upon the adoption of these terms of reference and dissolved upon the delivery of the strategic planning engagement framework to Board.

Purpose

This purpose of this committee is to make and report on the development of recommendations to the Board of Directors on the strategic planning engagement framework.

Membership

- Voting members
 - President (ex-officio)
 - 1 executive board member
 - 4 board members
- Non-voting ex-officio members
 - Staff

The Board shall appoint the Chair of the committee.

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with formal recommendations and reports relating to engagement:

- target audiences (e.g. students, administration, faculty, etc.),
- methods (e.g. quantitative survey, qualitative survey, interviews, focus groups, town halls, etc.),
- areas of focus,
- resource requirements, and
- schedule.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

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

The committee shall report on its progress at Board meetings.

The committee shall set a meeting calendar for the duration of the academic term at the first meeting of that term.

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

Relevant Policies

The members of the committee should be particularly familiar with the content of the following Board Policies:

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

ENGAGEMENT AD-HOC COMMITTEE

Name and Type

Name: Engagement Ad-Hoc Committee

Duration: The committee will be established upon the adoption of these terms of reference and dissolved at the end of the academic term.

Purpose

This purpose of this committee is to make and report on the development of recommendations to the Board of Directors on the strategic engagement framework.

Membership

- Voting members
 - President (ex-officio)
 - 4 board members
 - 2 student at-large members
- Non-voting ex-officio members
 - Communications Coordinator

The Board shall appoint the Chair of the committee.

Deliverables

As a Board committee, the purpose of this committee is to provide the Board with formal recommendations and reports relating to engagement:

- target audiences (e.g. students, administration, faculty, etc.),
- methods (e.g. quantitative survey, qualitative survey, interviews, focus groups, town halls, etc.),
- areas of focus,
- resource requirements, and
- schedule.

Governance

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

A majority of voting members constitutes quorum.

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

Communications

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

Relevant Policies

The members of the committee should be particularly familiar with the content of the following Board Policies:

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