

1. CALL TO ORDER

Call to Order – 9:42 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

3.1 Board Composition

President	<i>Vacant</i>
VP External Relations	Jasdeep Gill
VP Finance	Matthew Chow
VP Student Services	Samer Rihani
VP Student Life.....	Tawanda Masawi
VP University Relations.....	Jackson Freedman
At-Large Representative (<i>Chair</i>)	Mohammed Ali
At-Large Representative.....	<i>Vacant</i>
Faculty Representative (Applied Sciences)	Kia Mirsalehi (<i>via phone</i>)
Faculty Representative (Arts & Social Sciences)	<i>Vacant</i>
Faculty Representative (Business)	Jessica Nguyen
Faculty Representative (Communications, Art, & Technology)	Amrita Mohar
Faculty Representative (Education)	Cameron Nakatsu
Faculty Representative (Environment)	Russell Dunsford
Faculty Representative (Health Sciences)	Christina Loutsik
Faculty Representative (Science)	Natasha Birdi

3.2 Society Staff

Administrative Assistant.....	Zoya Nari
Build SFU General Manager.....	Marc Fontaine
Campaign, Research, and Policy Coordinator	Sarah Edmunds
Chief Executive Officer.....	<i>Vacant</i>
Research and Administrative Assistant.....	Maria Kawahara

3.3 Guests

The Peak News Editor Assistant	Zach Saddiqui
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3.4 Regrets

VP University Relations	Jackson Freedman
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4. RATIFICATION OF REGRETS

4.1 MOTION BOD 2019-01-04:01

Samer/Russell

Be it resolved to ratify regrets from Jackson Freedman.

CARRIED

- Abstention: Tawanda Masawi

5. ADOPTION OF THE AGENDA

5.1 MOTION BOD 2019-01-04:02

Jasdeep/Matthew

Be it resolved to adopt the agenda as amended.

- Add under New Business: 7.7 Ban the Bottle Order and 7.8 Clubs Day Activity

CARRIED AS AMENDED

- 1 abstention

6. MATTERS ARISING FROM THE MINUTES

6.1 MOTION BOD 2019-01-04:03

Samer/Jessica

Be it resolved to receive and file the following minutes:

- Events Committee 2018-10-04
- Governance Committee 2018-11-21
- Board of Directors 2018-12-07

CARRIED

7. NEW BUSINESS

7.1 Spring 2019 Advocacy Survey – MOTION BOD 2019-01-04:04

Jasdeep/Amrita

Whereas the Board approves the questions of the Spring 2019 Advocacy survey;

Whereas the Board approves the expedited recruitment process of the FPMLC Students at-large;

Be it resolved to spend \$850 from line item 820/20 for the Spring 2019 Advocacy survey campaign.

NOT CARRIED

- Refer to attachment
- Tabling to start next week
- To split the motion

7.1.1. MOTION BOD 2019-01-04:04-01

Samer/Jasdeep

Be it resolved the Board approves the questions of the Spring 2019 Advocacy survey.

Be it further resolved to spend \$850 from line item 820/20 for the Spring 2019 Advocacy survey campaign.

CARRIED

- Currently 2 surveys (based on the past surveys), which will be sent out in January-February and February-March
- Suggestion: to scale the topics on the proposal based on importance
- It is noted that some paid research articles provided by SFU is locked, however it only concerns a small demographics of students

7.1.2. MOTION BOD 2019-01-04:04-02

Jasdeep/Russell

Be it resolved the Board approves the expedited recruitment process of the FPMLC Students at-large.

CARRIED

7.2 SFU Tuition Freeze Now Endorsement – MOTION BOD 2019-01-04:05

Jasdeep/Samer

Be it resolved the SFSS supports the intentions of the SFU Tuition Freeze Now group.

Be it further resolved to provide a public letter of endorsement to the SFU Tuition Freeze Now group with the exception that the SFSS does not support a freeze on the annual 2% increase on domestic tuition as such increase is necessary to keep pace with inflation and avoid reductions in university programming.

CARRIED AS AMENDED

- Amendment: change “Whereas” to “Be it resolved” and “be it resolved” to “be it further resolved”, changes were made to “Be it further resolved to provide a public letter of endorsement with the caveat of the 2% increase on domestic tuition to the SFU Tuition Freeze Now group”
- Refer to the attachment; the 2% is in line with inflation
- The purpose is to make students aware and help the group voice out their concerns
- Letter to explain the cohesion between the SFSS and the Tuition Free Now group; including international fees increase

7.3 BOG Meeting Breakfast – MOTION BOD 2019-01-04:06

Jasdeep/Russell

Be it resolved to spend up to \$203.66 from line item 820/20 to host a breakfast on January, 24th to increase the student attendance at the SFU Board of Governors meeting.

CARRIED

- Refer to attachment
- To support the SFU Tuition Freeze Now group and encourage students to attend Board of Governors meeting to have a presence in the BOG meeting
- The goal is to have at least 30 attendees and have the co-founders of the SFU Tuition Freeze Now group to speak
- 1 abstention

7.4 GSS Sublease Extension – MOTION BOD 2019-01-04:07

Samer/Jasdeep

Whereas the current agreement to lease premises to the Graduate Student Society (GSS) is set to terminate on January 31, 2019;

Whereas the lease could be extended on a month-to-month basis;

Be it resolved to approve the Letter of Agreement between the Graduate Student Society at Simon Fraser University (GSS) and the Simon Fraser Student Society.

Be it further resolved to authorize the Build SFU General Manager and Vice President Student Services (Acting President) to sign the agreement on behalf of the SFSS.

CARRIED

- Month to month basis up until the new student union building opens

7.5 Munchie Mondays – MOTION BOD 2019-01-04:08

Russell/Jasdeep

Be it resolved to approve up to \$2,521.16 from line item 817/20 to purchase required materials for the Munchie Mondays Trial Period.

CARRIED

- Refer to attachment; for a one-month trial, which may be extended on a month to month basis based on results
- Changes have been made to the proposal since the last Board meeting
- The amount of food left over will provide a rough estimate of how many students interacted with the promotional material
- The promotional table to possibly have committee applications
- 2 volunteers along with a Board member will be present for each Munchie Monday

7.6 SFSS Women of the Year Awards – MOTION BOD 2019-01-04:09

Jasdeep/Samer

Be it resolved to approve up to \$2,302.40 from line item 817/20 for the SFSS Women of the Year Awards 2019.

CARRIED

- Refer to attachment
- Good standing does not refer to academic standing, it refers undergraduate self-identified women who pay student fees
- Nomination forms and letters for support to be drafted at a later date
- Process to include a nomination period and a voting period
 - The SFSS Communications department will be shortlisting the candidates according to the submitted nomination forms
- Additional details regarding the awards and events to be provided to Board at a later date

7.7 Ban the Bottle Order – MOTION BOD 2019-01-04:10

Russell/Tawanda

Be it resolved to approve an additional \$86.98 from line item 741/20 for the “custom water bottle order”.

CARRIED

- There was a miscalculation in the tax amount compared to the last proposal

7.8 Clubs Day Activity – MOTION BOD 2019-01-04:11

Jasdeep/Russell

Be it resolved to approve \$625.00 from line item 817/20 for the SFSS Clubs Days Magician.

NOT CARRIED

- Refer to attachment
- Amendment: add “for the SFSS Clubs Days Magician”
- Proposal changed from 4 days to 2 days in the AQ
- Concern: not an engagement item for student clubs

8. DISCUSSION ITEMS

8.1 Clubs Days

- Refer to attachment; Terms of Conditions
- Changes were made to the following sections:
 - 5 – clubs to be charged for no-shows from their trust account since it prevents other student groups from using the space
 - 10 – to restrict external groups from booking tables
- Brand guide is still being reviewed
- 3-4 Board members is required for clubs days tabling at all times

8.2 Federal Lobbying Update

- A meeting with Terry Beech will occur next week with members from the Advocacy Committee
- A short meeting in late February will occur to possibly work towards the federal lobbying trip to Ontario

8.3 International Women's Day Celebration

- February 25th to have video interviews of students

Natasha Birdi left at 11:16 AM

- Possible events: Women's Crush, Women's Centre Pancake Breakfast, and accepting female products donations (will be donated to a women's shelter)

9. IN-CAMERA

9.1 MOTION BOD 2019-01-04:12

Amrita/Jasdeep

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

CARRIED

9.2 SFSS Services Update

9.3 ED Hiring Committee Update

9.4 Greek Organizations

10. EX-CAMERA

10.1 MOTION BOD 2019-01-04:13

Matthew/Jasdeep

Be it resolved to go ex-camera.

CARRIED

11. ATTACHMENTS

- BN_ BOG Meeting Breakfast.pdf
- BN_ Spring 2019 Advocacy Survey.pdf
- BN_ Tuition Freeze Endorsement.pdf
- Clubs Days Activities Proposal.pdf
- Clubs Days Terms & Conditions.pdf
- Magician Estimate for 2 days.pdf
- Munchie Mondays Trial Proposal.pdf

- SFSS Women of the Year Awards 2019.pdf
- Spring 2019 Student at-large Application.pdf

12. ADJOURNMENT

MOTION BOD 2019-01-04:14

Matthew/Jasdeep

Be it resolved to adjourn the meeting at 11:48 AM.

CARRIED

BRIEFING NOTE

BOG Meeting Breakfast

BACKGROUND

SFU's Board of Governors will be meeting at 8am on Thursday, January 24th. SFSS will be supporting the Tuition Freeze campaign in their efforts to increase student attendance at this event by hosting a light breakfast at 7am on this day in MBC 2290.

COST

The breakfast will be budgeted to feed approximately 30 students:

- Safeway Catering
 - \$39.99: Fresh Fruit Platter
 - \$24.99: Mixed Muffin Platter
 - \$46.99: Tea Sandwich Platter
 - \$24.99: Croissant and Danish Platter
- Walmart
 - \$10.00: Minute Maid Orange Juice Boxes
- Tim Hortons
 - \$14.69: Tims Take 10 Coffee Box
 - \$14.69: Tims Take 10 Tea Box

Total Including 5% Tax of \$8.81: \$185.15

Total including 10% Contingency: \$203.66

MOTION

Be it resolved to spend up to \$203.66 from line item 820-20 to host a breakfast on January, 24th to increase the student attendance at the SFU Board of Governors meeting.

BRIEFING NOTE

Spring 2019 Advocacy Survey

BACKGROUND

The SFSS Federal, Provincial and Municipal Lobbying Committee will be launching an advocacy survey that will direct the further development of our lobbying efforts. The survey promotion will require social media posts, tabling on both the Burnaby and Surrey campus, and prize incentives. This survey is open to both SFU and FIC undergraduate students.

SURVEY QUESTIONS

Demographic:

1. Are you an international student? Yes or No?
2. Do you live on residence? Yes or No?
3. What year are you in? 1, 2, 3, 4, other?
4. Are you FIC or SFU? FIC or SFU?

Other:

1. How likely are you to live on campus if student rentals were priced lower? Very Likely, Likely, Indifferent, Not Likely?

Four Pillars Questions: All questions can be answered with Very Important, Important, Indifferent, Not Important

Health and Wellness:

1. Sexual assault support and prevention measures?
2. Awareness of My SSP?
3. Accessible spaces?
4. Local affordable food options on campus?
5. Campus safety and security?
6. Conditions on residence?
7. Deferred maintenance?
8. Trans Mountain tank farm safety issues?
9. Creating a space for wellness?

Financial Issues:

1. Lower tuition ?
2. Open Educational Resources (e.g. free textbooks)?
3. Loan Assistance?
4. Scholarships and Grants?
5. Access to Affordable Food?
6. Information on how SFU student fees are used?
7. Access to affordable food?

8. SFU Budget Consultation process
9. Access to affordable housing
10. Lowering international student tuition

Social Issues:

1. Reliable TransLink services
2. Creating more equity and inclusion support for SFSS members
3. Federal elections
4. Student union awareness and involvement
5. Campus pub
6. Parking cost affecting time spent on campus
7. More information for SFSS members on participation and involvement in elections, governance, and student activities

Academic Issues:

1. Quality and consistent TAs
2. Fall reading break
3. Increased study space on Vancouver and Surrey campuses
4. SFSS-sponsored tutoring services

Open-ended question:

1. Are there any other health & wellbeing, financial, social or academic issues that are important to you? If not, please elaborate on any of the above issues.

SURVEY DATES

The survey will be released on Monday, January 21st and will close on Friday, February 1st.

TABLING

The Federal, Provincial and Municipal Lobbying Committee Students at-large will be tabling on the follows days:

- Monday 12pm - 3pm at the Burnaby campus
- Wednesday 12pm - 3pm at the Surrey Campus
- Friday 12pm - 3pm at the Burnaby Campus

Students at-large will be recruited in an expedited process to meet the immediate needs of the FPMLC. Refer to "*Spring 2019 Students at-large Application*" for recruitment process.

COST

- Five \$100 Amazon gift cards (valued at \$500)
- Candy and snacks to attract students to the tables (valued at \$300)
- Printed survey flyers (valued at \$50)

MOTION

Whereas the Board approves the questions of the Spring 2019 Advocacy survey;

Whereas the Board approves the expedited recruitment process of the FPMLC Students at-large;

Be it resolved to spend \$850 from line item 820-20 for the Spring 2019 Advocacy survey campaign.

BRIEFING NOTE

Tuition Freeze Campaign Endorsement

BACKGROUND

Undergraduate and graduate students attending SFU have formed an independent advocacy group named “SFU Tuition Freeze Now” and are seeking a formal endorsement and support from the SFSS. SFSS’s advocacy and lobbying efforts are all in line with the asks of this group with the only exception being the society’s continued support of the 2% annual increase on domestic tuition.

The SFU Tuition Freeze Now group is seeking the following support:

- Public letter of endorsement (with the caveat re: 2% increase)
- Host Tuition Freeze flyers at SFSS tables during Clubs Days
- Circulate campaign material and petition through social media, email, etc.
- Host affordability-centric events throughout the Spring semester, leading up to the March BOG decision
- Assistance getting students to attend the January BOG meeting

MOTION

Whereas the SFSS supports the intentions of the SFU Tuition Freeze Now group;
Be it resolved to provide a public letter of endorsement with the caveat of the 2% increase on domestic tuition to the SFU Tuition Freeze Now group.

SFSS Clubs Days Activity Proposal

Date & Time: Jan 15-18th

Overview:

- This will be the first big event of 2019 to engage with the students and offer incredible opportunities to learn about clubs.

Goals and Objectives:

- Clubs provide amazing opportunities to get involved so we're gathering them all in the AQ during Clubs Days making it easy for student to find the best fit
- A chance for clubs to connect with students
- To promote upcoming events/initiatives

Stakeholders:

- The SFSS Board
- SFSS Staff

Targeted Audience:

- SFU & FIC Students

Marketing:

- Marketing will be completed by our SFSS communications office. We will make multiple posts on both (IG and FB) of our channels. We will also put up a few posters around campus closer to the date to inform students.

Set up:

- Facilities to set up tables and chairs (Request submitted)

Activity Goal: To attract and engage students to the event

Activity Budget

<u>Activity</u>	<u>Price</u>	<u>Days</u>	<u>Notes</u>
Magician	\$625	2	



Tawanda Masawi
VP Student Life
Board of Directors

vpstudentlife@sfss.ca
Tel: 778-859-8433

Maggie Benston Centre 2220
8888 University Drive
Burnaby, BC V5A 1S6
Unceded Coast Salish Territories

sfss.ca

Clubs Days Terms & Conditions

By booking a table in Clubs Days, each group (club, student union, or other campus groups) agrees to abide by the following terms and conditions:

- Only executives with room-booking authority in a club with “Approved” status can book Clubs Days tables through the Club/DSU Portal. Other non-club/DSU groups can email studentcentre@sfss.ca to book tables.
- Tables are booked on a first-come-first-serve basis.
- Groups are allowed to book 1 table each day, for a maximum of 2 days. Groups may be on a waitlist for additional days, but priority will be given to groups with less than 2 days booked.
- All clubs must allow any SFU and FIC students to join their club.
- Groups must show up to claim their booked table by 10:45AM or it may be given to another group. Groups that do not show up by 10:45AM will be charged \$20 as a no show fee.
- All the tables must be attended at all times and are required to tear down no earlier than 3:00PM.
- Groups may not physically move the tables from their location or move electrical cords.
- Groups can change their booking up to 24 hours before Clubs Days begins. After that, they must commit to the table/dates they have booked. Groups can only change their location or claim an empty table after 11:00 a.m. on the day they have booked a table, with SFSS approval.
- Groups may not promote any commercial sponsors, or other businesses that may be donating money or products to them for promotional purposes.
- Groups agree to only use the SFSS logo on all promotional materials and have all printed materials at Clubs Days printed at the SFSS Copy Centre. All materials with words must have an English translation).
- If groups are handing out snacks, the food items must meet the following requirements: FDA approved for distribution in Canada, pre-packaged, lists ingredients in English.

Last updated: December 19, 2018

These Terms & Conditions are under review and are subject to change.

Invoice # 5

Invoice Date: January 2nd 2019
Payment Due: February 1st 2019

\$625.00
Amount Due

BILL TO:

Dipiti Chavan

FSU Burnaby
Vancouver

(778) 782-6526
msc.events@sfss.ca

PAY TO:

Simply Magic

1-5017 Main St.
1

Vancouver, Canada, V5W2R2

(778) 996-6312
james.hanson@shaw.ca

Item	Cost	Quantity	Total
3h of strolling magic fun	\$312.50	2	\$625.00

Message:

Subtotal: \$625.00

Total: \$625.00

SFSS Munchie Mondays Proposal

Date & Time:

January 14, 21, 28, February 4. 9:30 am – 3:30 pm.

Overview:

- Set up a table or two outside of the board office with coffee and other treats for students. Set up an additional table which can be used to promote upcoming events/initiatives. One or two volunteers will roam around campus distributing snacks and informing students about “Munchie Mondays”.

Rationale:

- A large number of students openly express that they want free food. This program is a way to provide it to them, while also: generating student engagement, feeding students in need, increasing brand awareness, creating promotional opportunities, and improving the SFSS’s public image.
- While all of these benefits are critical to the success of the program, the primary focus should remain providing food to students.

Metrics/Measurables:

- Amount of food orders
- Amount of food left over/how quickly it runs out

Marketing:

- Marketing will be completed by our SFSS communications office. We will make multiple posts on both (Instagram and Facebook) of our channels. We will also put up a few posters around campus closer to the date to inform students.
- A standing advertisement board should be placed in a populated walkway near the tables, and will direct students toward the tables.

Production:

- Will consist of 2-3 tables. SFSS tablecloths, flags, and other available promotional material will be present around the tables. Tables are meant to be for the food. One table may be dedicated for SFSS promotions (posters of upcoming events, engagement items, etc.)

Continuation:

- If the board considers this program a success after the first month, it can be extended on a semesterly or month-to-month basis. This allows the opportunity for the menu and other features to be altered with program renewal.

Budget:

Expenses

Item	Unit Price	Quantity	Total
MECS Coffee	\$18.99 (serves 10)	10 (100 servings)	\$189.90
Tea	\$10.99 (serves 312)	1 (312 servings)	\$10.99
Juice Box	\$11.99 (40 pack)	2 (80 servings)	\$23.98
Cookies	\$7.99 (24 pack)	5 (120 units)	\$39.95
Granola Bars	\$11.49 (68 pack)	2 (136 units)	\$22.98
Assorted Muffins	\$7.99/2 (6 pack)	10 (60 units)	\$39.95
Assorted Nuts	\$22.99 (30 pack)	2 (60 units)	\$45.98
Bananas	~\$0.35	30	\$10.50
Apples	\$11.99 (Bag of ~16)	3 (~48 units)	\$35.97
Rice Krispy Squares	\$11.79 (54 pack)	2 (108 units)	\$23.58
Wagon Wheels	\$6.99 (40 pack)	2 (80 units)	\$13.98
Contingency	\$100.00	N/A	\$100.00
Posters (11x17)	\$0.50	10	\$5.00
Subtotal		N/A	\$562.76
Tax Allowance (12%)		N/A	\$67.53
Total (per event)		N/A	\$630.29
Total (first month)		4	\$2,521.16

Notes:

1. Price of tea will likely vary; price above not taken in store.
2. All snacks will be bought through an external supermarket and advertised and given out in “sample sizes”.

SFSS Women of the Year Awards 2019

Overview:

The awards serve to increase the profile of outstanding women and champions of women in our community.

The purpose of these awards is to recognize outstanding student efforts to create a climate that encourages women to succeed at Simon Fraser University. These efforts may be by an individual student or by a group of students. The award recipient(s) must demonstrate a commitment to creating an equitable campus environment. Such efforts might include, for example: Advocacy within a department or organization that improves the climate for women. Advocacy for a special population of women (international students, students with children, non- traditional students, women of color.)

A student organization that provides a special service to female students and helps retain these students. A project that results in more women students entering university in a special discipline. A project that promotes greater awareness of women's issues within the University context.

Categories:

All students will have the opportunity of nominate a student from their respective faculties. Finalist will be from each faculty. There will be 8 winners for the 2019 awards - one winner from each faculty.

1. Faculty of Arts and Social Sciences
2. Faculty of Applied Sciences
3. Faculty of Communication, Art and Technology
4. Faculty of Education
5. Faculty of Environment
6. Faculty of Health Sciences
7. Faculty of Science
8. Beedie School of Business

Eligibility Criteria:

- Nominees must be an undergraduate student in good standing (not academic standing)
- Nominees of all genders will be accepted
- Nominators may submit nominations for more than one individual.
- Self-nomination will not be accepted.
- Nomination of sitting SFSS Board of Directors will not be accepted.
- Nomination form can be found here (add link)

Winners Receive:

1. Media exposure – distributed through The Peak newspaper – and a profile on the SFSS Website sfss.ca (TBC)
2. Meeting with a prominent member of Simon Fraser University’s Alumni and community partner. (TBC)
3. Complimentary tickets to a Michelle Obama’s “Becoming” Tour on the 21st of March, 2019 at Rogers Arena.
4. Recognition at the Annual International Women's Day Gala awards reception event in March 2019.

Potential Partners:

1. SFSS Women’s Centre
2. Young Women in Business “YWIB”
3. Women in Engineering “WiE”
4. SFU Women In STEM
5. Women in Computing Science “WICS”
6. Business Administration Students Society “BASS”
7. Science Undergraduate Society “SUS”
8. Society of Arts and Social Sciences “SASS”
9. FCAT Student Union

For more Information Contact:

- Project Manager, *Jessica Nguyen*
- VP Student Life, *Tawanda Masawi*

Budget:

Details	Costs
Posters	\$250
Facebook ads	\$100
Complimentary Tickets	\$1952.40
Total	\$2302.4

Motion :

Be it resolved to approve up to \$2,302.4 for the SFSS Women of the Year Awards 2019

Federal, Provincial and Municipal Lobbying

Spring 2019 Student at-large Application

This purpose of the Federal, Provincial and Municipal Lobbying Committee (FPMLC) is to make and report on recommendations for SFSS advocacy and lobbying campaigns to the Board of Directors, communicate our lobbying priorities to our membership, and act as an information resource for issues related to these efforts.

Lobbying initiatives must be developed on the basis of member needs, and these needs must be identified on the basis of available data. The FPMLC may not advocate on behalf of the members without a clear mandate.

An

electoral campaign does not constitute a sufficient mandate. Sources for such data include:

- SFU Undergraduate Survey
- SFSS General Membership Survey
- SFSS targeted surveys and engagement initiatives

The FPMLC is supported by the Campaigns, Research, and Policy Coordinator (CRPC), who conducts research and develops draft recommendations regarding that research for critical review by the committee.

The priorities for the Spring 2019 semester include:

- 2019 Advocacy Survey
- Supporting the Tuition Freeze group
- Collaborating with the SFU Sexual Violence and Prevention Office for Consent Matters campaign
- Promoting SFSS Provincial and Federal Lobbying initiatives
- Notifying membership of important upcoming events (2019 Provincial Budget, SFU Board of Governors meetings, SFSS Elections, etc.)

The role of the committee's Student at-large includes weekly tabling shifts, staying informed with SFSS lobbying initiatives, and communicating this information to our membership.

The Student at-large should be able to commit to **at least one full tabling shift** a week on either the Burnaby or Surrey campus.

- Burnaby Tabling: Mondays and Fridays 12pm - 3pm
- Surrey Tabling: Wednesdays 12pm - 3pm

The committee will also have weekly check-in meetings on the Burnaby campus which will take place every Wednesday from 10am to 11am in Maggie Benston Centre.

If you are interested and available to commit to this role, please email vpexternal@sfss.ca directly. Please include a short statement of interest, and your Spring 2019 tabling availability for both the Surrey and Burnaby campus.

Application Deadline: Friday, January 11th

BRIEFING NOTE

BOG Meeting Breakfast

BACKGROUND

SFU's Board of Governors will be meeting at 8am on Thursday, January 24th. SFSS will be supporting the Tuition Freeze campaign in their efforts to increase student attendance at this event by hosting a light breakfast at 7am on this day in MBC 2290.

COST

The breakfast will be budgeted to feed approximately 30 students:

- Safeway Catering
 - \$39.99: Fresh Fruit Platter
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 - \$46.99: Tea Sandwich Platter
 - \$24.99: Croissant and Danish Platter
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 - \$14.69: Tims Take 10 Coffee Box
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Total Including 5% Tax of \$8.81: \$185.15

Total including 10% Contingency: \$203.66

MOTION

Be it resolved to spend up to \$203.66 from line item 820-20 to host a breakfast on January, 24th to increase the student attendance at the SFU Board of Governors meeting.

BRIEFING NOTE

Spring 2019 Advocacy Survey

BACKGROUND

The SFSS Federal, Provincial and Municipal Lobbying Committee will be launching an advocacy survey that will direct the further development of our lobbying efforts. The survey promotion will require social media posts, tabling on both the Burnaby and Surrey campus, and prize incentives. This survey is open to both SFU and FIC undergraduate students.

SURVEY QUESTIONS

Demographic:

1. Are you an international student? Yes or No?
2. Do you live on residence? Yes or No?
3. What year are you in? 1, 2, 3, 4, other?
4. Are you FIC or SFU? FIC or SFU?

Other:

1. How likely are you to live on campus if student rentals were priced lower? Very Likely, Likely, Indifferent, Not Likely?

Four Pillars Questions: All questions can be answered with Very Important, Important, Indifferent, Not Important

Health and Wellness:

1. Sexual assault support and prevention measures?
2. Awareness of My SSP?
3. Accessible spaces?
4. Local affordable food options on campus?
5. Campus safety and security?
6. Conditions on residence?
7. Deferred maintenance?
8. Trans Mountain tank farm safety issues?
9. Creating a space for wellness?

Financial Issues:

1. Lower tuition ?
2. Open Educational Resources (e.g. free textbooks)?
3. Loan Assistance?
4. Scholarships and Grants?
5. Access to Affordable Food?
6. Information on how SFU student fees are used?
7. Access to affordable food?

8. SFU Budget Consultation process
9. Access to affordable housing
10. Lowering international student tuition

Social Issues:

1. Reliable TransLink services
2. Creating more equity and inclusion support for SFSS members
3. Federal elections
4. Student union awareness and involvement
5. Campus pub
6. Parking cost affecting time spent on campus
7. More information for SFSS members on participation and involvement in elections, governance, and student activities

Academic Issues:

1. Quality and consistent TAs
2. Fall reading break
3. Increased study space on Vancouver and Surrey campuses
4. SFSS-sponsored tutoring services

Open-ended question:

1. Are there any other health & wellbeing, financial, social or academic issues that are important to you? If not, please elaborate on any of the above issues.

SURVEY DATES

The survey will be released on Monday, January 21st and will close on Friday, February 1st.

TABLING

The Federal, Provincial and Municipal Lobbying Committee Students at-large will be tabling on the follows days:

- Monday 12pm - 3pm at the Burnaby campus
- Wednesday 12pm - 3pm at the Surrey Campus
- Friday 12pm - 3pm at the Burnaby Campus

Students at-large will be recruited in an expedited process to meet the immediate needs of the FPMLC. Refer to "*Spring 2019 Students at-large Application*" for recruitment process.

COST

- Five \$100 Amazon gift cards (valued at \$500)
- Candy and snacks to attract students to the tables (valued at \$300)
- Printed survey flyers (valued at \$50)

MOTION

Whereas the Board approves the questions of the Spring 2019 Advocacy survey;

Whereas the Board approves the expedited recruitment process of the FPMLC Students at-large;

Be it resolved to spend \$850 from line item 820-20 for the Spring 2019 Advocacy survey campaign.

BRIEFING NOTE

Tuition Freeze Campaign Endorsement

BACKGROUND

Undergraduate and graduate students attending SFU have formed an independent advocacy group named “SFU Tuition Freeze Now” and are seeking a formal endorsement and support from the SFSS. SFSS’s advocacy and lobbying efforts are all in line with the asks of this group with the only exception being the society’s continued support of the 2% annual increase on domestic tuition.

The SFU Tuition Freeze Now group is seeking the following support:

- Public letter of endorsement (with the caveat re: 2% increase)
- Host Tuition Freeze flyers at SFSS tables during Clubs Days
- Circulate campaign material and petition through social media, email, etc.
- Host affordability-centric events throughout the Spring semester, leading up to the March BOG decision
- Assistance getting students to attend the January BOG meeting

MOTION

Whereas the SFSS supports the intentions of the SFU Tuition Freeze Now group;
Be it resolved to provide a public letter of endorsement with the caveat of the 2% increase on domestic tuition to the SFU Tuition Freeze Now group.

SFSS Clubs Days Activity Proposal

Date & Time: Jan 15-18th

Overview:

- This will be the first big event of 2019 to engage with the students and offer incredible opportunities to learn about clubs.

Goals and Objectives:

- Clubs provide amazing opportunities to get involved so we're gathering them all in the AQ during Clubs Days making it easy for student to find the best fit
- A chance for clubs to connect with students
- To promote upcoming events/initiatives

Stakeholders:

- The SFSS Board
- SFSS Staff

Targeted Audience:

- SFU & FIC Students

Marketing:

- Marketing will be completed by our SFSS communications office. We will make multiple posts on both (IG and FB) of our channels. We will also put up a few posters around campus closer to the date to inform students.

Set up:

- Facilities to set up tables and chairs (Request submitted)

Activity Goal: To attract and engage students to the event

Activity Budget

<u>Activity</u>	<u>Price</u>	<u>Days</u>	<u>Notes</u>
Magician	\$625	2	



Tawanda Masawi
VP Student Life
Board of Directors

vpstudentlife@sfss.ca
Tel: 778-859-8433

Maggie Benston Centre 2220
8888 University Drive
Burnaby, BC V5A 1S6
Unceded Coast Salish Territories

sfss.ca

Clubs Days Terms & Conditions

By booking a table in Clubs Days, each group (club, student union, or other campus groups) agrees to abide by the following terms and conditions:

- Only executives with room-booking authority in a club with “Approved” status can book Clubs Days tables through the Club/DSU Portal. Other non-club/DSU groups can email studentcentre@sfss.ca to book tables.
- Tables are booked on a first-come-first-serve basis.
- Groups are allowed to book 1 table each day, for a maximum of 2 days. Groups may be on a waitlist for additional days, but priority will be given to groups with less than 2 days booked.
- All clubs must allow any SFU and FIC students to join their club.
- Groups must show up to claim their booked table by 10:45AM or it may be given to another group. Groups that do not show up by 10:45AM will be charged \$20 as a no show fee.
- All the tables must be attended at all times and are required to tear down no earlier than 3:00PM.
- Groups may not physically move the tables from their location or move electrical cords.
- Groups can change their booking up to 24 hours before Clubs Days begins. After that, they must commit to the table/dates they have booked. Groups can only change their location or claim an empty table after 11:00 a.m. on the day they have booked a table, with SFSS approval.
- Groups may not promote any commercial sponsors, or other businesses that may be donating money or products to them for promotional purposes.
- Groups agree to only use the SFSS logo on all promotional materials and have all printed materials at Clubs Days printed at the SFSS Copy Centre. All materials with words must have an English translation).
- If groups are handing out snacks, the food items must meet the following requirements: FDA approved for distribution in Canada, pre-packaged, lists ingredients in English.

Last updated: December 19, 2018

These Terms & Conditions are under review and are subject to change.

Invoice # 5

Invoice Date: January 2nd 2019
Payment Due: February 1st 2019

\$625.00
Amount Due

BILL TO:

Dipiti Chavan

FSU Burnaby
Vancouver

(778) 782-6526
msc.events@sfss.ca

PAY TO:

Simply Magic

1-5017 Main St.
1

Vancouver, Canada, V5W2R2

(778) 996-6312
james.hanson@shaw.ca

Item	Cost	Quantity	Total
3h of strolling magic fun	\$312.50	2	\$625.00

Message:

Subtotal: \$625.00

Total: \$625.00

SFSS Munchie Mondays Proposal

Date & Time:

January 14, 21, 28, February 4. 9:30 am – 3:30 pm.

Overview:

- Set up a table or two outside of the board office with coffee and other treats for students. Set up an additional table which can be used to promote upcoming events/initiatives. One or two volunteers will roam around campus distributing snacks and informing students about “Munchie Mondays”.

Rationale:

- A large number of students openly express that they want free food. This program is a way to provide it to them, while also: generating student engagement, feeding students in need, increasing brand awareness, creating promotional opportunities, and improving the SFSS’s public image.
- While all of these benefits are critical to the success of the program, the primary focus should remain providing food to students.

Metrics/Measurables:

- Amount of food orders
- Amount of food left over/how quickly it runs out

Marketing:

- Marketing will be completed by our SFSS communications office. We will make multiple posts on both (Instagram and Facebook) of our channels. We will also put up a few posters around campus closer to the date to inform students.
- A standing advertisement board should be placed in a populated walkway near the tables, and will direct students toward the tables.

Production:

- Will consist of 2-3 tables. SFSS tablecloths, flags, and other available promotional material will be present around the tables. Tables are meant to be for the food. One table may be dedicated for SFSS promotions (posters of upcoming events, engagement items, etc.)

Continuation:

- If the board considers this program a success after the first month, it can be extended on a semesterly or month-to-month basis. This allows the opportunity for the menu and other features to be altered with program renewal.

Budget:

Expenses

Item	Unit Price	Quantity	Total
MECS Coffee	\$18.99 (serves 10)	10 (100 servings)	\$189.90
Tea	\$10.99 (serves 312)	1 (312 servings)	\$10.99
Juice Box	\$11.99 (40 pack)	2 (80 servings)	\$23.98
Cookies	\$7.99 (24 pack)	5 (120 units)	\$39.95
Granola Bars	\$11.49 (68 pack)	2 (136 units)	\$22.98
Assorted Muffins	\$7.99/2 (6 pack)	10 (60 units)	\$39.95
Assorted Nuts	\$22.99 (30 pack)	2 (60 units)	\$45.98
Bananas	~\$0.35	30	\$10.50
Apples	\$11.99 (Bag of ~16)	3 (~48 units)	\$35.97
Rice Krispy Squares	\$11.79 (54 pack)	2 (108 units)	\$23.58
Wagon Wheels	\$6.99 (40 pack)	2 (80 units)	\$13.98
Contingency	\$100.00	N/A	\$100.00
Posters (11x17)	\$0.50	10	\$5.00
Subtotal		N/A	\$562.76
Tax Allowance (12%)		N/A	\$67.53
Total (per event)		N/A	\$630.29
Total (first month)		4	\$2,521.16

Notes:

1. Price of tea will likely vary; price above not taken in store.
2. All snacks will be bought through an external supermarket and advertised and given out in “sample sizes”.

SFSS Women of the Year Awards 2019

Overview:

The awards serve to increase the profile of outstanding women and champions of women in our community.

The purpose of these awards is to recognize outstanding student efforts to create a climate that encourages women to succeed at Simon Fraser University. These efforts may be by an individual student or by a group of students. The award recipient(s) must demonstrate a commitment to creating an equitable campus environment. Such efforts might include, for example: Advocacy within a department or organization that improves the climate for women. Advocacy for a special population of women (international students, students with children, non- traditional students, women of color.)

A student organization that provides a special service to female students and helps retain these students. A project that results in more women students entering university in a special discipline. A project that promotes greater awareness of women's issues within the University context.

Categories:

All students will have the opportunity of nominate a student from their respective faculties. Finalist will be from each faculty. There will be 8 winners for the 2019 awards - one winner from each faculty.

1. Faculty of Arts and Social Sciences
2. Faculty of Applied Sciences
3. Faculty of Communication, Art and Technology
4. Faculty of Education
5. Faculty of Environment
6. Faculty of Health Sciences
7. Faculty of Science
8. Beedie School of Business

Eligibility Criteria:

- Nominees must be an undergraduate student in good standing (not academic standing)
- Nominees of all genders will be accepted
- Nominators may submit nominations for more than one individual.
- Self-nomination will not be accepted.
- Nomination of sitting SFSS Board of Directors will not be accepted.
- Nomination form can be found here (add link)

Winners Receive:

1. Media exposure – distributed through The Peak newspaper – and a profile on the SFSS Website sfss.ca (TBC)
2. Meeting with a prominent member of Simon Fraser University’s Alumni and community partner. (TBC)
3. Complimentary tickets to a Michelle Obama’s “Becoming” Tour on the 21st of March, 2019 at Rogers Arena.
4. Recognition at the Annual International Women's Day Gala awards reception event in March 2019.

Potential Partners:

1. SFSS Women’s Centre
2. Young Women in Business “YWIB”
3. Women in Engineering “WiE”
4. SFU Women In STEM
5. Women in Computing Science “WICS”
6. Business Administration Students Society “BASS”
7. Science Undergraduate Society “SUS”
8. Society of Arts and Social Sciences “SASS”
9. FCAT Student Union

For more Information Contact:

- Project Manager, *Jessica Nguyen*
- VP Student Life, *Tawanda Masawi*

Budget:

Details	Costs
Posters	\$250
Facebook ads	\$100
Complimentary Tickets	\$1952.40
Total	\$2302.4

Motion :

Be it resolved to approve up to \$2,302.4 for the SFSS Women of the Year Awards 2019

Federal, Provincial and Municipal Lobbying

Spring 2019 Student at-large Application

This purpose of the Federal, Provincial and Municipal Lobbying Committee (FPMLC) is to make and report on recommendations for SFSS advocacy and lobbying campaigns to the Board of Directors, communicate our lobbying priorities to our membership, and act as an information resource for issues related to these efforts.

Lobbying initiatives must be developed on the basis of member needs, and these needs must be identified on the basis of available data. The FPMLC may not advocate on behalf of the members without a clear mandate.

An

electoral campaign does not constitute a sufficient mandate. Sources for such data include:

- SFU Undergraduate Survey
- SFSS General Membership Survey
- SFSS targeted surveys and engagement initiatives

The FPMLC is supported by the Campaigns, Research, and Policy Coordinator (CRPC), who conducts research and develops draft recommendations regarding that research for critical review by the committee.

The priorities for the Spring 2019 semester include:

- 2019 Advocacy Survey
- Supporting the Tuition Freeze group
- Collaborating with the SFU Sexual Violence and Prevention Office for Consent Matters campaign
- Promoting SFSS Provincial and Federal Lobbying initiatives
- Notifying membership of important upcoming events (2019 Provincial Budget, SFU Board of Governors meetings, SFSS Elections, etc.)

The role of the committee's Student at-large includes weekly tabling shifts, staying informed with SFSS lobbying initiatives, and communicating this information to our membership.

The Student at-large should be able to commit to **at least one full tabling shift** a week on either the Burnaby or Surrey campus.

- Burnaby Tabling: Mondays and Fridays 12pm - 3pm
- Surrey Tabling: Wednesdays 12pm - 3pm

The committee will also have weekly check-in meetings on the Burnaby campus which will take place every Wednesday from 10am to 11am in Maggie Benston Centre.

If you are interested and available to commit to this role, please email vpexternal@sfss.ca directly. Please include a short statement of interest, and your Spring 2019 tabling availability for both the Surrey and Burnaby campus.

Application Deadline: Friday, January 11th