

SFSS BOARD COMMITTEE UPDATE

This report summarizes SFSS committee activities that took place from
May 1 - May 15, 2020

FEDERAL, PROVINCIAL, MUNICIPAL ADVOCACY

<i>Committee Chair</i>	Samad Raza
<i>Summary</i>	Has not met yet
<i>Ongoing Projects</i>	
<i>Relevant Strategic Priorities:</i>	

ACCESSIBILITY FUND

<i>Committee Chair</i>	Jennifer
<i>Summary</i>	Set up a tentative date for the committee to meet in advance so we are able to accommodate everyone's schedule. Received an email for accessibility funding, but the committee did not have any appointed members yet, so we used grant funding instead.
<i>Ongoing Projects</i>	Has not met yet
<i>Relevant Strategic Priorities:</i>	N/A

UNIVERSITY & ACADEMIC AFFAIRS

<i>Committee Chair</i>	Gabe Liosis
<i>Summary</i>	Committee has not yet met; Board members were appointed to this Committee on Friday, May 15th, 2020. Called first UAA meeting for Friday, May 22nd, 2020.
<i>Ongoing Projects</i>	N/A
<i>Relevant Strategic Priorities:</i>	N/A

EVENTS

<i>Committee Chair</i>	Jennifer Chou
<i>Summary</i>	Has not met yet
<i>Ongoing Projects</i>	N/A
<i>Relevant Strategic Priorities:</i>	N/A

FINANCE & AUDIT

<i>Committee Chair</i>	Corbett Gildersleve
<i>Summary</i>	Has not met yet
<i>Ongoing Projects</i>	

<i>Relevant Strategic Priorities:</i>	
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GOVERNANCE

<i>Committee Chair</i>	Gabe Liosis
<i>Summary</i>	Committee has not yet met; Board members were appointed to this Committee on Friday, May 15th, 2020. Called first Governance Committee meeting for Thursday, May 22nd, 2020.
<i>Ongoing Projects</i>	N/A
<i>Relevant Strategic Priorities:</i>	N/A

NOMINATION

<i>Committee Chair</i>	Matthew
<i>Summary</i>	Committee is planning tentative dates to meeting
<i>Ongoing Projects</i>	N/A
<i>Relevant Strategic Priorities:</i>	N/A

SURREY CAMPUS

<i>Committee Chair</i>	Mehtaab Gill
<i>Summary</i>	Have not met yet
<i>Ongoing Projects</i>	N/A
<i>Relevant Strategic Priorities:</i>	N/A

VANCOUVER CAMPUS

<i>Committee Chair</i>	Haider Masood
<i>Summary</i>	Committee has not yet met. Board members are yet to be appointed.
<i>Ongoing Projects</i>	
<i>Relevant Strategic Priorities:</i>	

SFSS BOARD WORK REPORT

This report reflects the Board work from
May 1 - May 15, 2020

PRESIDENT (Osob Mohamed)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	Pre-Orientation Meet-up - May 1st
	<i>Parties Attending:</i>	Board of Directors
	<i>Reason:</i>	First meeting, introductions and SFSS basics
	<i>Summary and Outcome:</i>	We met up for the first time on the first day of our term, just to get acquainted and to talk about some basics that would be helpful to know before orientation
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Board Orientation - May 5th-7th
	<i>Parties Attending:</i>	Board of Directors, staff, facilitators etc.
	<i>Reason:</i>	Annual orientation for incoming boards
	<i>Summary and Outcome:</i>	We met via Zoom over the the 5-7th to attend various workshops about governance, the Societies Act, directors liability and more
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Meeting with Erin (Student Services) - May 4th
	<i>Parties Attending:</i>	Myself, Erin
	<i>Reason:</i>	Introductory meeting, discussing some upcoming issues in the summer and fall semesters
	<i>Summary and Outcome:</i>	Brought up the issue regarding 2% late penalty on tuition for fall semester and the lack of academic accommodations being made by SFU
	<i>Next Steps:</i>	Follow up if any decisions have been made
	<i>Meeting and Date:</i>	Check in with GSS- May 6th
	<i>Parties Attending:</i>	Myself, Gabe (VPUR), Matt (GSS)
	<i>Reason:</i>	Connecting on ongoing student issues
	<i>Summary and Outcome:</i>	Discussion about summer semester issues, including academic and financial issues
	<i>Next Steps:</i>	N/A
<i>Meeting and Date:</i>	Mock Board Meeting- May 8th	
<i>Parties Attending:</i>	Board of Directors	
<i>Reason:</i>	Intro to Robert's Rules	
<i>Summary and Outcome:</i>	This was to help some new board members get the hang of using Robert's Rules, and to prepare for the 1st meeting	
<i>Next Steps:</i>	N/A	
<i>Meeting and Date:</i>	Executive Committee Meeting- May 12th	
<i>Parties Attending:</i>	Executive Committee, Sylvia, Shaneika	
<i>Reason:</i>	Regular meetings	
<i>Summary and Outcome:</i>	We discussed the implementation of some new board project and board	

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<i>Updates and Upcoming Plans:</i>	Working alongside Samad (VPX) to create a submission to the consultation, outlining some of the SFSS' major asks of the provincial government in the coming year
<i>Relevant Strategic Priorities:</i>	Student financial wellbeing
<i>Project/Event Title:</i>	Governance & Administrative Restructuring
<i>Updates and Upcoming Plans:</i>	Working alongside executive and governance committees to launch the review we were mandated to do at the May 15th meeting
<i>Relevant Strategic Priorities:</i>	Organizational development
<i>Project/Event Title:</i>	
<i>Updates and Upcoming Plans:</i>	
<i>Relevant Strategic Priorities:</i>	

VP STUDENT SERVICES (Matthew Provost)

Meeting Summaries and General Comments	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Board of Directors Training May 5-7
	<i>Parties Attending:</i>	Board of Directors
	<i>Reason:</i>	Mandatory Training and orientation
	<i>Summary and Outcome:</i>	The BOD was able to meet via Zoom from the 5-7 to go over orientation of the society. We were able to cover information about the SFSS and different policies that we have to abide by. We also were able to go over our strategic planning for the year. We attended webinar training sessions to “govern during covid19” on how best we can support our membership
	<i>Next Steps:</i>	Working towards building our strategic plans and covering the policies
	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Executive Meeting May 12
	<i>Parties Attending:</i>	Executives, ED, Admin
	<i>Reason:</i>	First meeting
	<i>Summary and Outcome:</i>	We were able to hold discussions on our current situations working from home and as well discuss future projects
	<i>Next Steps:</i>	More discussion will happen in next meeting
	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Board of Directors Mock Meeting May 9
	<i>Parties Attending:</i>	Board of Directors
	<i>Reason:</i>	Mock meeting
	<i>Summary and Outcome:</i>	Oriental meeting in order to understand Roberts rule of order. This was to ensure that incoming board members understood the structure of the board meetings
	<i>Next Steps:</i>	
	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Building Committee 13
<i>Parties Attending:</i>	VP Finance, VP University Relations, Build SFU General Manager, Building Manager	
<i>Reason:</i>	Introductions and Updates on SUB Building Project	
<i>Summary and Outcome:</i>	Oriental meeting to receive updates on the SUB Project and next steps. We got an overview of the budget and current status of the project, this was important especially updates on the project and impacts of Covid.	
<i>Next Steps:</i>	Gabe Liosis is now Co-Chair, we are set to meet again in the next couples weeks to receive updates	
<u>Meetings:</u>		
<i>Meeting and Date:</i>	Board Meeting May 15	
<i>Parties Attending:</i>	Board of Directors, and Staff, Students	
<i>Reason:</i>	First BOD Meeting	
<i>Summary and Outcome:</i>	In this meeting we were able to vote in chairs for the committees as well As well as continue the discussion of looking at new governance models and what this will look like. We talked about the issues with our current governance model and the board voiced their opinions around this motion. The Governance and executive committee have been tasked to research and look for new governance models for the next following 30 days. The BOD voted in favour of signing on to a letter brought forward by a student that brought up issues around students and their accessibility towards online learning. The board will be reviewing and also supporting this letter.	
<i>Next Steps:</i>	Next meeting on the 29th	

Project/Events Updates and Upcoming Plans	<u>Projects/Events:</u>		
	<table border="1"> <tr> <td data-bbox="370 285 589 315"><i>Project/Event Title:</i></td> <td data-bbox="589 285 1338 315">Governance Restructuring</td> </tr> </table>	<i>Project/Event Title:</i>	Governance Restructuring
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VP EXTERNAL RELATIONS (Samad Raza)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	Orientation, May 5-7, 2020
	<i>Parties Attending:</i>	Board of directors
	<i>Reason:</i>	Orientation
	<i>Summary and Outcome:</i>	Board training around societies, act, governance and responsibilities. Informative session.
	<i>Next Steps:</i>	Review External matter and build relationship with BC Student Union
	Meetings:	
	<i>Meeting and Date:</i>	Executive Committee, May 12, 2020
	<i>Parties Attending:</i>	Executives, Executive Director, and Admin Assistants
	<i>Reason:</i>	First executive meeting
	<i>Summary and Outcome:</i>	Committee touched bases on many topics such as management software and governance structure.
	<i>Next Steps:</i>	Review governance model and provide input
	Meetings:	
	<i>Meeting and Date:</i>	SFSS x AMS relation meeting May 14, 2020
	<i>Parties Attending:</i>	SFSS: VP External Relation and President. AMS: VP External Affairs and Associate President.
<i>Reason:</i>	Review points for BC budget consultation	
<i>Summary and Outcome:</i>	Talked on MSP, 2% cap, OER, increased funding for universities in BC.	
<i>Next Steps:</i>	Contact BCSF, ABCS and other student unions in bc.	
Project/Events Updates and Upcoming Plans	Projects/Events:	
	<i>Project/Event Title:</i>	BC Budget consultation
	<i>Updates and Upcoming Plans:</i>	Meeting with AMS to discuss points of action. Meet with the External committee and get things going.
	<i>Relevant Strategic Priorities:</i>	Top priority for External committee.

VP FINANCE (Corbett Gildersleve)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	Orientation, May 5-7, 2020
	<i>Parties Attending:</i>	The board of directors
	<i>Reason:</i>	Orientation and Training
	<i>Summary and Outcome:</i>	The board received information around governance, the societies act, the responsibilities of the employer, as well as a review of our policies and a description of each department
	<i>Next Steps:</i>	Continue to review my position and organize myself.
	<i>Meeting and Date:</i>	Executive Committee, May 12, 2020
	<i>Parties Attending:</i>	Executives, Executive Director, and Admin Assistants
	<i>Reason:</i>	First meeting of the executives
	<i>Summary and Outcome:</i>	We had multiple discussions around exploring using both board and project management software to help the board do its work better and be more efficient. Additionally we talked about the governance restructuring plan, the potential to change the upcoming Student Advocate position from an excluded position to a union position. Finally, we also discussed how our staff were handling remote work and covid and if they had the support they needed.
	<i>Next Steps:</i>	For project management software, the Executive Director let the board know the staff and management have started to use Monday.com software and there has been good buy-in due to its user-friendliness. She recommended we try a free trial account to see if board members like it. Concerning board management software, I raised that UBC AMS uses Onboarding as a solution, and the Executive Director has experience with it and said it would be a good solution for us. Concerning the governance plan, there's a motion to start the process on the board agenda and we will be discussing it at our first meeting on Friday. And, for the Student Advocate, the job description will need to be drafted and whether it is excluded or a union position will be set in the JD and hiring call out.
	<i>Meeting and Date:</i>	Mock Board Meeting, May 8, 2020,
	<i>Parties Attending:</i>	The board of directors
	<i>Reason:</i>	Practicing Roberts Rules
	<i>Summary and Outcome:</i>	The board held a practice meeting where we went through a fake agenda that I created. In it, we practiced some of the common motions that the board might encounter including amending, tabling, postponing, and passing motions. We covered all areas of an agenda from start to finish including going in-camera and ex-camera
	<i>Next Steps:</i>	N/A
<i>Meeting and Date:</i>	Building Committee, May 13, 2020	
<i>Parties Attending:</i>	VP Finance, VP University Relations, VP Student Services, Build SFU General Manager, Building Manager	
<i>Reason:</i>	Overview of the SUB project and progress	
<i>Summary and Outcome:</i>	We received a good overview of the project, the current costs, next steps, and the joint SFSS-SFU building project committee.	
<i>Next Steps:</i>	As it is a joint committee, one of the SFSS representatives serves as co-chair. VP University Gabe Liosis put forward his interest in serving as co-chair. Our next meeting will occur on May 29th.	

Project/Events Updates and Upcoming Plans	<i>Projects/Events:</i>	
	<i>Project/Event Title:</i>	Governance Restructuring
	<i>Updates and Upcoming Plans:</i>	The initial motion to start the process will occur at the first board meeting on May 15. If it passes, Governance Committee will be tasked with researching a new governance model and reviewing current board and operations policies to see what changes would have to be made to conform to a new governance model
	<i>Relevant Strategic Priorities:</i>	Organizational Development

VP STUDENT LIFE (Jennifer Chou)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	[May 1] SFU Disability and Neurodiversity Alliance x GSS Meeting
	<i>Parties Attending:</i>	Myself, GSS Board member
	<i>Reason:</i>	Talk about grad student involvement in SFU DNA
	<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> Went over SFU DNA details, meeting times, past consultations, advocacy work, etc. Decided action items and next steps (GSS rep taking the idea to the rest of the board, and perhaps promoting it on their newsletter)
	<i>Next Steps:</i>	N/A
	Meetings:	
	<i>Meeting and Date:</i>	[May 1] SFSS Board pre-orientation meeting
	<i>Parties Attending:</i>	Myself, SFSS Board members
	<i>Reason:</i>	Discussed goals, committee assignments, etc.
	<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> Went over how we felt, what we hoped to accomplish in the next year Talked about some readings (Fundamentals of Student Unionism)
	<i>Next Steps:</i>	<ul style="list-style-type: none"> N/A
	Meetings:	
	<i>Meeting and Date:</i>	[May 4] Meeting with SFU (Erin Biddlecombe) re: Swim Team Coach Issue
	<i>Parties Attending:</i>	Myself, Erin, Swim Team member
	<i>Reason:</i>	Discuss the issue, voice concerns, go over potential solutions
	<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> Talked about concerns and solutions
	<i>Next Steps:</i>	<ul style="list-style-type: none"> Help proofread formal response letter
	Meetings:	
<i>Meeting and Date:</i>	[May 5] SFSS Board Orientation	
<i>Parties Attending:</i>	Myself, SFSS Board members, SFSS staff, presenters	
<i>Reason:</i>	Orientation/training	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> Presentations about: governance, liability, strat plan 	
<i>Next Steps:</i>	<ul style="list-style-type: none"> N/A 	
Meetings:		
<i>Meeting and Date:</i>	[May 6] SFSS Board Orientation	
<i>Parties Attending:</i>	Myself, SFSS Board members, SFSS staff, presenters	
<i>Reason:</i>	Orientation/training	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> Went over staff duties, insurance 	
<i>Next Steps:</i>	<ul style="list-style-type: none"> N/A 	
Meetings:		
<i>Meeting and Date:</i>	[May 7] SFSS Board Orientation	
<i>Parties Attending:</i>	Myself, SFSS Board members, SFSS staff, presenters	
<i>Reason:</i>	Orientation/training	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> Strat plan refresher 	
<i>Next Steps:</i>	<ul style="list-style-type: none"> N/A 	
Meetings:		
<i>Meeting and Date:</i>	[May 8] Meeting with SFSS Events Coordinator about Sponsorship	
<i>Parties Attending:</i>	Myself, SFSS Events Coordinator (Dipti)	
<i>Reason:</i>	Email from a business offering sponsorship	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> Past experiences with business 	
<i>Next Steps:</i>	<ul style="list-style-type: none"> Email business back saying that we are still working out sponsorship guidelines 	
Meetings:		
<i>Meeting and Date:</i>	[May 8] Mock Exec Committee Meeting	

Parties Attending:	Myself, other SFSS Executive Members
Reason:	Employment and admin restructuring
Summary and Outcome:	<ul style="list-style-type: none"> • Discussing admin restructuring
Next Steps:	<ul style="list-style-type: none"> • N/A

Meeting and Date:	[May 8] SFU Disability and Neurodiversity Alliance Meeting
Parties Attending:	Myself, SFU DNA members
Reason:	Regular meeting time
Summary and Outcome:	<ul style="list-style-type: none"> • GSS collaboration intro • Other updates (role changes, SFSS welcome video project)
Next Steps:	<ul style="list-style-type: none"> • Video script for welcome video for SFSS • Send out emails with updates to members

Meeting and Date:	[May 8] Emerge SFU Design Interview
Parties Attending:	Myself, Catalina (panelist and designer)
Reason:	Web series filming interview
Summary and Outcome:	<ul style="list-style-type: none"> • Had great advice and tips • Talked about design
Next Steps:	<ul style="list-style-type: none"> • Edit the video

Meeting and Date:	[May 8] Emerge SFU Interview Debrief + General Updates
Parties Attending:	Myself, Emerge SFU Director
Reason:	Debrief interview and updates in general
Summary and Outcome:	<ul style="list-style-type: none"> • Updates on things like international chapters, bylaw/constitution, future collaboration with sponsors or contributors, funding for website development
Next Steps:	<ul style="list-style-type: none"> • Send email to other universities inviting them to our workshops • Design

Meeting and Date:	[May 8] Mock SFSS Board Meeting
Parties Attending:	Myself, other SFSS Board Members
Reason:	Practicing meeting layout
Summary and Outcome:	<ul style="list-style-type: none"> • Mock Board meeting to get used to the format of Robert's rules
Next Steps:	<ul style="list-style-type: none"> • N/A

Meeting and Date:	[May 11] FASS DSU Meeting
Parties Attending:	Myself, other FASS DSU execs
Reason:	Regular meeting time
Summary and Outcome:	<ul style="list-style-type: none"> • Debrief Jon Driver's email (Fall 2020 remote instruction with selective courses having in-person activity) • DSU/SASS newsletter • FASS Discord discussion
Next Steps:	<ul style="list-style-type: none"> • N/A

Meeting and Date:	[May 12] FASS Senior Welcome Leader Meeting
Parties Attending:	Myself, other FASS welcome leaders
Reason:	Intros, get to know each other

	<table border="1"> <tr> <td data-bbox="370 191 594 373"><i>Summary and Outcome:</i></td> <td data-bbox="594 191 1338 373"> <ul style="list-style-type: none"> • Did intros, played charades to get to know each other • Timeline for May • FB headshot and blurb </td> </tr> <tr> <td data-bbox="370 373 594 401"><i>Next Steps:</i></td> <td data-bbox="594 373 1338 401"> <ul style="list-style-type: none"> • N/A </td> </tr> <tr> <td colspan="2" data-bbox="370 453 1338 480"><i>Meeting and Date:</i> [May 12] SFSS Executive Committee Meeting</td> </tr> <tr> <td colspan="2" data-bbox="370 480 1338 508"><i>Parties Attending:</i> Myself, other exec committee members</td> </tr> <tr> <td colspan="2" data-bbox="370 508 1338 535"><i>Reason:</i> Regular meeting time</td> </tr> <tr> <td data-bbox="370 535 594 655"><i>Summary and Outcome:</i></td> <td data-bbox="594 535 1338 655"> <ul style="list-style-type: none"> • Project tracking - like Monday.com, maybe do a trial run • Governance restructuring • Board management software - Onboarding • Student advocate </td> </tr> <tr> <td data-bbox="370 655 594 682"><i>Next Steps:</i></td> <td data-bbox="594 655 1338 682"> <ul style="list-style-type: none"> • N/A </td> </tr> <tr> <td colspan="2" data-bbox="370 735 1338 762"><i>Meeting and Date:</i> [May 15] SFSS Board Meeting</td> </tr> <tr> <td colspan="2" data-bbox="370 762 1338 789"><i>Parties Attending:</i> Myself, other SFSS Board members, SFSS staff, guests</td> </tr> <tr> <td colspan="2" data-bbox="370 789 1338 816"><i>Reason:</i> Regular meeting time</td> </tr> <tr> <td data-bbox="370 816 594 936"><i>Summary and Outcome:</i></td> <td data-bbox="594 816 1338 936"> <ul style="list-style-type: none"> • Updates in notes below (report for Council) • https://docs.google.com/document/d/10eiKBM_C_fTHW2n6Z1y8UTXYY_PeH5Zb6W3-4BqN6kg/edit?usp=sharing </td> </tr> <tr> <td data-bbox="370 936 594 963"><i>Next Steps:</i></td> <td data-bbox="594 936 1338 963"></td> </tr> <tr> <td colspan="2" data-bbox="370 974 1338 1001"><i>Meeting and Date:</i> [May 15] Emerge SFU Board Meeting</td> </tr> <tr> <td colspan="2" data-bbox="370 1001 1338 1029"><i>Parties Attending:</i> Myself, other Emerge SFU Board members</td> </tr> <tr> <td colspan="2" data-bbox="370 1029 1338 1056"><i>Reason:</i> Regular meeting time</td> </tr> <tr> <td data-bbox="370 1056 594 1176"><i>Summary and Outcome:</i></td> <td data-bbox="594 1056 1338 1176"> <ul style="list-style-type: none"> • Updates on courses and enrollment • Future interviews for web series • International chapter - Habib university </td> </tr> <tr> <td data-bbox="370 1176 594 1203"><i>Next Steps:</i></td> <td data-bbox="594 1176 1338 1203"> <ul style="list-style-type: none"> • N/A </td> </tr> </table>	<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> • Did intros, played charades to get to know each other • Timeline for May • FB headshot and blurb 	<i>Next Steps:</i>	<ul style="list-style-type: none"> • N/A 	<i>Meeting and Date:</i> [May 12] SFSS Executive Committee Meeting		<i>Parties Attending:</i> Myself, other exec committee members		<i>Reason:</i> Regular meeting time		<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> • Project tracking - like Monday.com, maybe do a trial run • Governance restructuring • Board management software - Onboarding • Student advocate 	<i>Next Steps:</i>	<ul style="list-style-type: none"> • N/A 	<i>Meeting and Date:</i> [May 15] SFSS Board Meeting		<i>Parties Attending:</i> Myself, other SFSS Board members, SFSS staff, guests		<i>Reason:</i> Regular meeting time		<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> • Updates in notes below (report for Council) • https://docs.google.com/document/d/10eiKBM_C_fTHW2n6Z1y8UTXYY_PeH5Zb6W3-4BqN6kg/edit?usp=sharing 	<i>Next Steps:</i>		<i>Meeting and Date:</i> [May 15] Emerge SFU Board Meeting		<i>Parties Attending:</i> Myself, other Emerge SFU Board members		<i>Reason:</i> Regular meeting time		<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> • Updates on courses and enrollment • Future interviews for web series • International chapter - Habib university 	<i>Next Steps:</i>	<ul style="list-style-type: none"> • N/A
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Project/Events Updates and Upcoming Plans	<table border="1"> <tr> <td colspan="2" data-bbox="370 1266 1338 1293"><i>Projects/Events:</i></td> </tr> <tr> <td data-bbox="370 1293 594 1320"><i>Project/Event Title:</i></td> <td data-bbox="594 1293 1338 1320">Emerge SFU</td> </tr> <tr> <td data-bbox="370 1320 594 1579"><i>Updates and Upcoming Plans:</i></td> <td data-bbox="594 1320 1338 1579"> <ul style="list-style-type: none"> • Designed and posted course announcements, enrollments, and curriculum • Interviewed Catalina (guest designer) for our web series • Edited video for Catalina's interview • Answered emails and sent emails to external groups and schools (Habib university and other local BC schools) </td> </tr> <tr> <td data-bbox="370 1579 594 1665"><i>Relevant Strategic Priorities:</i></td> <td data-bbox="594 1579 1338 1665">Student Engagement University Relations</td> </tr> <tr> <td data-bbox="370 1707 594 1734"><i>Project/Event Title:</i></td> <td data-bbox="594 1707 1338 1734">SFU advocacy</td> </tr> </table>	<i>Projects/Events:</i>		<i>Project/Event Title:</i>	Emerge SFU	<i>Updates and Upcoming Plans:</i>	<ul style="list-style-type: none"> • Designed and posted course announcements, enrollments, and curriculum • Interviewed Catalina (guest designer) for our web series • Edited video for Catalina's interview • Answered emails and sent emails to external groups and schools (Habib university and other local BC schools) 	<i>Relevant Strategic Priorities:</i>	Student Engagement University Relations	<i>Project/Event Title:</i>	SFU advocacy																								
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<i>Updates and Upcoming Plans:</i>	<ul style="list-style-type: none"> ● Provided feedback for FASS on how to better support students (especially international students) <ul style="list-style-type: none"> ○ Focus on accessibility ● Brought up issues, concerns, and questions that students had in Senate and Senate committee meetings
<i>Relevant Strategic Priorities:</i>	Student Engagement Student Wellbeing Student Financial Health University Relations
<i>Project/Event Title:</i>	SFSS Tiktok Video (New SFSS Board)
<i>Updates and Upcoming Plans:</i>	<ul style="list-style-type: none"> ● Coordinated videos for incoming SFSS Board members for an introductory video to the new Board ● Posted: https://www.instagram.com/p/B_gLyRIAAuY/
<i>Relevant Strategic Priorities:</i>	Student Engagement
<i>Project/Event Title:</i>	Cultural Groups Welcome Video
<i>Updates and Upcoming Plans:</i>	<ul style="list-style-type: none"> ● Compile videos of welcome from cultural, marginalized, and religious groups at SFU to welcome students in Summer 2020
<i>Relevant Strategic Priorities:</i>	Student Engagement Student Wellbeing
<i>Project/Event Title:</i>	SFU Swim Team Coach Issue
<i>Updates and Upcoming Plans:</i>	<ul style="list-style-type: none"> ● Sent emails and drafted up letter regarding the issue <ul style="list-style-type: none"> ○ https://drive.google.com/file/d/1MjcyuP4zX_Euk5iiQRTuN8TeEYXKtEMy/view?usp=sharing ● Meeting with SFU about this (after discussing with the student in question)
<i>Relevant Strategic Priorities:</i>	Student Engagement Student Wellbeing University Relations
<i>Project/Event Title:</i>	International Students Panelist Event
<i>Updates and Upcoming Plans:</i>	<ul style="list-style-type: none"> ● Emailed SFU Library, then International Services for Students, this panelist idea ● Discussed ideas with international students - "Coping during COVID-19" <ul style="list-style-type: none"> ○ Studying efficiently for remote classes ○ How to take care of mental health (students sharing their stories)
<i>Relevant Strategic Priorities:</i>	Student Engagement Student Wellbeing University Relations

VP UNIVERSITY RELATIONS (Gabe Liosis)

Meeting Summaries and General Comments	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Vice-President Advancement & Alumni Engagement Search Committee
	<i>Parties Attending:</i>	SFU Representatives, SFSS Representative, and GSS Representative
	<i>Reason:</i>	Regular Meeting
	<i>Summary and Outcome:</i>	Introductory meeting to members of the VPAAE Search Committee.
	<i>Next Steps:</i>	N/A
	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Pre-Board Orientation Meeting (05-01-2020)
	<i>Parties Attending:</i>	Members of the Board of Directions
	<i>Reason:</i>	Discussion on the SFSS before orientation the following week.
	<i>Summary and Outcome:</i>	Orientation included discussions on what the SFSS is, what our role is, and various other topics relating to the reality of our duties/responsibilities.
	<i>Next Steps:</i>	N/A
	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Board Orientation (05-05-2020)
	<i>Parties Attending:</i>	Members of the Board of Directions
	<i>Reason:</i>	Orientation and Training
	<i>Summary and Outcome:</i>	Orientation included presentations on Governance and the role of the Board, the role of the Board as an Employer, and the Societies Act and how it impacts us.
	<i>Next Steps:</i>	N/A
	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Board Orientation (05-06-2020)
<i>Parties Attending:</i>	Members of the Board of Directions	
<i>Reason:</i>	Orientation and Training	
<i>Summary and Outcome:</i>	Orientation included presentations on Directors Insurance, Introduction to Society Staff and Departments, and an overview of the SFSS Board Policies and Issues Policies.	
<i>Next Steps:</i>	N/A	
<u>Meetings:</u>		
<i>Meeting and Date:</i>	Board Orientation (05-07-2020)	
<i>Parties Attending:</i>	Members of the Board of Directions	
<i>Reason:</i>	Orientation and Training	
<i>Summary and Outcome:</i>	Orientation included presentations on the Board Strategic Plan for 2019-2021 and a webinar on Governing in Times of Change.	
<i>Next Steps:</i>	N/A	

<u>Meetings:</u>	
<i>Meeting and Date:</i>	Board Mock Meeting (05-08-2020)
<i>Parties Attending:</i>	Members of the Board of Directions
<i>Reason:</i>	Practice With Roberts Rules of Order
<i>Summary and Outcome:</i>	Board members held a mock Board meeting in order to learn how Robert's Rules of Order governs a meeting. An overview of what a typical Board meeting looks like.
<i>Next Steps:</i>	As a Committee Chair, it was recommended that I read into some of the basics of Robert's Rules of Order and make myself comfortable with the practice.

<u>Meetings:</u>	
<i>Meeting and Date:</i>	Executive Committee (05-12-2020)
<i>Parties Attending:</i>	Members of the Executive Committee
<i>Reason:</i>	Regular Scheduled Meeting
<i>Summary and Outcome:</i>	Project tracking Governance restructuring Board management software Student advocate SFSS's COVID-19 Response / Current Status
<i>Next Steps:</i>	N/A

<u>Meetings:</u>	
<i>Meeting and Date:</i>	Build SFU Building Committee Overview (05-13-2020)
<i>Parties Attending:</i>	Matt, VP Student Services; Corbett, VP Finance; Gabe, VP University Relations; Marc Fontaine, Build SFU General Manager; and John Walsh, Building Manager.
<i>Reason:</i>	Overview of the SUB Committee
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> • What is the building committee; what is discussed; how it operates. • Timeline of the remainder of the SUB project
<i>Next Steps:</i>	Determine which Board member on the Committee would like to Co-Chair the Committee.

<u>Meetings:</u>	
<i>Meeting and Date:</i>	Tuition Freeze Now (05-13-2020)
<i>Parties Attending:</i>	Gabe, VP University Relations; Osob, President; WeiChun, Science Representative; Haider, FCAT Representative; Balqees, At-Large Representative; GSS Representatives; C19C Representatives; TSSU Representatives
<i>Reason:</i>	Discuss Tuition Freeze Now response to university's COVID-19 response.
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> • What are TFN's demands • What are each respective student group's roles in advocating for students during this time • How can we work together during this time
<i>Next Steps:</i>	

	<p><u>Meetings:</u></p> <table border="1"> <tr> <td data-bbox="386 233 589 289"><i>Meeting and Date:</i></td> <td data-bbox="589 233 1308 289">First Year Engagement Committee -- Informal Brainstorming Meeting (05-15-2020)</td> </tr> <tr> <td data-bbox="386 289 589 346"><i>Parties Attending:</i></td> <td data-bbox="589 289 1308 346">Gabe, VP University Relations; Sude, Arts and Social Sciences Representative; Balqees, At-Large Representative.</td> </tr> <tr> <td data-bbox="386 346 589 457"><i>Reason:</i></td> <td data-bbox="589 346 1308 457">Went over FYEC terms of reference and brainstormed goals and potential initiatives for the Committee, as well as duties of a Committee Chair, and Robert's Rules of Order. We also discussed items on the agenda for the Board meeting.</td> </tr> <tr> <td data-bbox="386 457 589 514"><i>Summary and Outcome:</i></td> <td data-bbox="589 457 1308 514">N/A</td> </tr> <tr> <td data-bbox="386 514 589 550"><i>Next Steps:</i></td> <td data-bbox="589 514 1308 550">N/A</td> </tr> </table>	<i>Meeting and Date:</i>	First Year Engagement Committee -- Informal Brainstorming Meeting (05-15-2020)	<i>Parties Attending:</i>	Gabe, VP University Relations; Sude, Arts and Social Sciences Representative; Balqees, At-Large Representative.	<i>Reason:</i>	Went over FYEC terms of reference and brainstormed goals and potential initiatives for the Committee, as well as duties of a Committee Chair, and Robert's Rules of Order. We also discussed items on the agenda for the Board meeting.	<i>Summary and Outcome:</i>	N/A	<i>Next Steps:</i>	N/A
<i>Meeting and Date:</i>	First Year Engagement Committee -- Informal Brainstorming Meeting (05-15-2020)										
<i>Parties Attending:</i>	Gabe, VP University Relations; Sude, Arts and Social Sciences Representative; Balqees, At-Large Representative.										
<i>Reason:</i>	Went over FYEC terms of reference and brainstormed goals and potential initiatives for the Committee, as well as duties of a Committee Chair, and Robert's Rules of Order. We also discussed items on the agenda for the Board meeting.										
<i>Summary and Outcome:</i>	N/A										
<i>Next Steps:</i>	N/A										
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<i>Meeting and Date:</i>	SFSS Board of Directors Meeting (05-15-2020)										
<i>Parties Attending:</i>	Members of the Board of Directors										
<i>Reason:</i>	Regularly Scheduled By-Weekly Meeting										
<i>Summary and Outcome:</i>	N/A										
<i>Next Steps:</i>	N/A										
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AT-LARGE REPRESENTATIVE (Balqees Jama)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	MSA-SFU Liasoning (via email) [May 2-6]
	<i>Parties Attending:</i>	Balqees; MSA; Sylvia ED, Ancillary Services
	<i>Reason:</i>	Liaison between MSA and SFU for Ramadan COVID-19 Residence Support
	<i>Summary and Outcome:</i>	Successful event - Iftar Distribution
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Board Orientation [May 5]
	<i>Parties Attending:</i>	Board Members
	<i>Reason:</i>	Training for Board responsibilities and SFSS basics
	<i>Summary and Outcome:</i>	Presentations on governance, the Board as an employer, and the Societies Act
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Board Orientation [May 6]
	<i>Parties Attending:</i>	Board Members
	<i>Reason:</i>	Training for Board responsibilities and SFSS basics
	<i>Summary and Outcome:</i>	Presentations on D&O, breakdown of SFSS, and SFSS Policies
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Board Orientation [May 7]
<i>Parties Attending:</i>	Board Members	
<i>Reason:</i>	Training for Board responsibilities and SFSS basics	
<i>Summary and Outcome:</i>	Board Strategic Planning & Review of Achievements; Governing in Times of Change Webinar By Vantage Point	
<i>Next Steps:</i>	N/A	
<i>Meeting and Date:</i>	Mock Board Meeting [May 8]	
<i>Parties Attending:</i>	Board Members	
<i>Reason:</i>	To get acquainted with Roberts Rules	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> - Check-in - Chair ran us through a typical meeting simulation with step-by-step explanation of Robert's Rules 	
<i>Next Steps:</i>	N/A	
<i>Meeting and Date:</i>	Tuition Freeze Now (TFN) Meeting [May 13]	
<i>Parties Attending:</i>	Balqees, At-Large Representative; Gabe, VP University Relations; Osob, President; WeiChun, Science Representative; Haider, FCAT Representative; GSS Representatives; C19C Representatives; TSSU Representatives	
<i>Reason:</i>	Discuss ways students and organizers can advocate and agitate around tuition and student affordability amidst COVID-19	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> - Established TFN's Demands - Highlight issues facing students for Summer Semester - Building capacity online - Designate roles 	

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AT-LARGE REPRESENTATIVE (Phum Luckkid)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	SFSS Board Orientation (5.5.20 - 5.7.20)
	<i>Parties Attending:</i>	SFSS Board, SFSS staff and other related SFSS executives,
	<i>Reason:</i>	Orientation for SFSS Board Members
	<i>Summary and Outcome:</i>	Familiarization with Societies Act, SFSS Employees, and Strategic Plan
	<i>Next Steps:</i>	
	Meetings:	
	<i>Meeting and Date:</i>	Mock Board Meetings (5.8.20)
	<i>Parties Attending:</i>	SFSS Board
	<i>Reason:</i>	Practicing Roberts Rules
	<i>Summary and Outcome:</i>	Familiarization with Roberts Rules Ombudsperson
	<i>Next Steps:</i>	To use Roberts Rules in the upcoming Board meeting
	Meetings:	
	<i>Meeting and Date:</i>	FASS DSU Meetings (5.11.20)
	<i>Parties Attending:</i>	FASS DSU & FSU executives,
	<i>Reason:</i>	Regularly scheduled meeting between FASS DSUs
	<i>Summary and Outcome:</i>	Discussion of Fall 2020 being held online and outcomes for FASS and welcome day.
	<i>Next Steps:</i>	
	Meetings:	
<i>Meeting and Date:</i>	"Club Council" Planning meeting (5.15.20)	
<i>Parties Attending:</i>	FASS EPA	
<i>Reason:</i>	To brainstorm ideas for planning SFSS wide club executive meeting	
<i>Summary and Outcome:</i>		
<i>Next Steps:</i>		
Project/Events Updates and Upcoming Plans	Projects/Events:	
	<i>Project/Event Title:</i>	FASS Cultural Video
	<i>Updates and Upcoming Plans:</i>	Contacted cultural clubs for their contribution to FASS welcome video
	<i>Relevant Strategic Priorities:</i>	Student Engagement
	<i>Project/Event Title:</i>	Club Locker Theft Reimbursement
	<i>Updates and Upcoming Plans:</i>	<ul style="list-style-type: none"> - Reached out to Club executives to get info about what was lost due to recent locker thefts - Upcoming: Emailing sfss office staff or bringing it up to Finance & Audit committee
	<i>Relevant Strategic Priorities:</i>	Student Engagement

APPLIED SCIENCES REPRESENTATIVE (Harry Preet Singh)

Meeting Summaries and General Comments	Meetings:		
	<i>Meeting and Date:</i>	Board Orientation(May 5- May7, 2020)	
	<i>Parties Attending:</i>	SFSS BoD	
	<i>Reason:</i>		
	<i>Summary and Outcome:</i>	Learnt technical procedures and policies. Realised our responsibilities and a better understanding of efficient work	
	<i>Next Steps:</i>		
	Meetings:		
	<i>Meeting and Date:</i>	Mock Board Meeting, May 8 2020	
	<i>Parties Attending:</i>	SFSS BoD	
	<i>Reason:</i>		
	<i>Summary and Outcome:</i>	Fabricated a real BoD meeting to get in hand experience for upcoming meetings. Learnt Robert Rules of Order	
	<i>Next Steps:</i>		
	Project/Events Updates and Upcoming Plans	Projects/Events:	
		<i>Project/Event Title:</i>	SFU Summer Courses w/ Lab and Required Software Survey
<i>Updates and Upcoming Plans:</i>		<ul style="list-style-type: none"> Collecting feedback responses from students about online summer courses that consist of a lab component, and courses that require additional softwares so we know how to better advocate for students during the transition to a full term of completely online learning. Compiling responses after and incorporating results into the earlier SFSS COVID-19 survey report Link to survey: https://docs.google.com/forms/d/e/1FAIpQLSfkr8vFETSXvCQKyLVPTrXBMgXPPHw6b7LpA_GMqkIWHcSqUw/viewform 	
<i>Relevant Strategic Priorities:</i>		<ul style="list-style-type: none"> Student wellbeing Student financial health 	
<i>Project/Event Title:</i>		Advocacy for waitlisted students to be able to attend lectures	
<i>Updates and Upcoming Plans:</i>		Asked Jennifer Chou(Senate) to bring the issue in SCUS committee, students were asked to email professors to let them know the link for virtual lectures	
<i>Relevant Strategic Priorities:</i>			

ARTS & SOCIAL SCIENCES REPRESENTATIVE (Sude Guvendik)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	Board Orientation (May 5, 2020)
	<i>Parties Attending:</i>	SFSS Board of directors
	<i>Reason:</i>	
	<i>Summary and Outcome:</i>	Board members held a mock Board meeting in order to learn how Robert's Rules of Order governs a meeting. An overview of what a typical Board meeting looks like. Presentations about liability, strat plan and governance.
	<i>Next Steps:</i>	N/A
	Meetings:	
	<i>Meeting and Date:</i>	Board Orientation (May 6, 2020)
	<i>Parties Attending:</i>	SFSS Board of directors
	<i>Reason:</i>	Orientation and training
	<i>Summary and Outcome:</i>	Presentations on Directors Insurance, overview of the SFSS board policies, Introduction to Staff and departments
	<i>Next Steps:</i>	N/A
	Meetings:	
	<i>Meeting and Date:</i>	Board Orientation (May 7, 2020)
	<i>Parties Attending:</i>	SFSS Board of directors
	<i>Reason:</i>	Orientation and training
	<i>Summary and Outcome:</i>	Included presentations on the Board Strategic Plan for 2019-2021 and a webinar on Governing in Times of Change
	<i>Next Steps:</i>	N/A
	Meetings:	
	<i>Meeting and Date:</i>	Board mock meeting (May 8, 2020)
	<i>Parties Attending:</i>	SFSS Board of directors
	<i>Reason:</i>	Practice meeting
	<i>Summary and Outcome:</i>	Board members held a mock meeting using Robert's Rules of Order and discussed admin restructuring
	<i>Next Steps:</i>	As a board member I have to practice the basics of Robert's Rules of Order. Bring up the idea of adopting the use of Robert's Rules of Order during the FASS DSU meetings
Meetings:		
<i>Meeting and Date:</i>	FASS DSU Meeting	
<i>Parties Attending:</i>	Myself and other FASS DSU execs and members	
<i>Reason:</i>	Regular by weekly meeting	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> - Agreement to use a DSU/SASS newsletter or blog - Discussion on the use of FASS Discord groups and their activities - Debrief Jon Driver's email about remote instruction in Fall 2020 as well as the selected in-person classes - Discussion about the first year engagement committee and how many at-large members are needed from FASS as well as SASS 	
<i>Next Steps:</i>	- N/A	
Meetings:		
<i>Meeting and Date:</i>	First Year Engagement Committee Planning (Informal)	
<i>Parties Attending:</i>	VP University Relations, At large member	
<i>Reason:</i>	Revise the Terms of Reference	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> - Reviewing the duties of the chair and discussing the ultimate goal and purpose of this committee - Discussion on "What I wish I knew in my first year sessions" and 	

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BUSINESS REPRESENTATIVE (Mehtaab Gill)

Meeting Summaries and General Comments	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Board Orientation (May 7th)
	<i>Parties Attending:</i>	Board of Directors
	<i>Reason:</i>	Orientation for all board members
	<i>Summary and Outcome:</i>	Learn about the policy/procedures. Understand our responsibilities and what to expect during the year. Additionally tips on working together and collaboratively with efficiency
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Mock Board Meeting (May 8th)
	<i>Parties Attending:</i>	Board of Directors
	<i>Reason:</i>	Practice meeting
	<i>Summary and Outcome:</i>	Learn about the meeting structure and prepare for future meetings Understand how to appropriately bring motions to meetings and discuss items
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Board meeting (May 15th)
	<i>Parties Attending:</i>	Board of Directors, staff, and members
<i>Reason:</i>	Bi-weekly board meetings	
<i>Summary and Outcome:</i>	Nominations to committees, resolutions and discussion items Refer to meeting minutes	
<i>Next Steps:</i>	N/A	
Project/Events Updates and Upcoming Plans	<u>Projects/Events:</u>	
	<i>Project/Event Title:</i>	Virtual Industry Night
	<i>Updates and Upcoming Plans:</i>	More details to come. Still in the planning process
	<i>Relevant Strategic Priorities:</i>	Student engagement, co-op opportunities

COMMUNICATION, ART & TECHNOLOGY REPRESENTATIVE (Haider Masood)

<p>Meeting Summaries and General Comments</p>	<p><u>Meetings:</u></p>	
	<p><i>Meeting and Date:</i></p>	<p>May 5-May 7 2020.</p>
	<p><i>Parties Attending:</i></p>	<p>SFSS Board of Directors</p>
	<p><i>Reason:</i></p>	<p>Orientation and Training</p>
	<p><i>Summary and Outcome:</i></p>	<p>Discussions revolved around society governance, insurance, SFSS staff roles and obligations and SFSS strategic plan.</p>
	<p><i>Next Steps:</i></p>	<p>SFSS board meeting on 15th May 2020.</p>
<p>Project/Events Updates and Upcoming Plans</p>	<p><u>Projects/Events:</u></p>	
	<p><i>Project/Event Title:</i></p>	
	<p><i>Updates and Upcoming Plans:</i></p>	
	<p><i>Relevant Strategic Priorities:</i></p>	

EDUCATION REPRESENTATIVE (Emerly Liu)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	[May 1] SFSS Orientation
	<i>Parties Attending:</i>	BoD
	<i>Reason:</i>	Introductions
	<i>Summary and Outcome:</i>	- Discussion revolved around resources and committees
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	[May 4] OER Grants Committee meeting
	<i>Parties Attending:</i>	OER Grants Committee members, CEE
	<i>Reason:</i>	Updates on program status and current priorities
	<i>Summary and Outcome:</i>	- Discussion revolved around OER support on campus beyond the grants program this summer - Consideration of BCcampus Open Education grant opportunities for institutions - Concluded that the committee will not be funding any new projects for the time being and will focus on completion of current projects and program evaluation
	<i>Next Steps:</i>	Work with OER Working Group to revamp student campaign video
	<i>Meeting and Date:</i>	[May 5] SFSS Orientation
	<i>Parties Attending:</i>	BoD
	<i>Reason:</i>	Training
	<i>Summary and Outcome:</i>	- Review of society governance and employer obligations
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	[May 6] SFSS Orientation
	<i>Parties Attending:</i>	BoD
	<i>Reason:</i>	Training
	<i>Summary and Outcome:</i>	- Review of insurance, SFSS staff roles and responsibilities
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	[May 6] Faculty UPC meeting
	<i>Parties Attending:</i>	UPC members
	<i>Reason:</i>	Course approval and updates
<i>Summary and Outcome:</i>	- Discussion revolved around the creation of a special topics course, P/F grading, the transition to remote teaching, and online BGS	
<i>Next Steps:</i>	N/A	
<i>Meeting and Date:</i>	[May 7] SFSS Orientation	
<i>Parties Attending:</i>	BoD	
<i>Reason:</i>	Training	
<i>Summary and Outcome:</i>	- Review of SFSS strategic plan	
<i>Next Steps:</i>	N/A	
<i>Meeting and Date:</i>	[May 7] ESA Zoom Room Social	
<i>Parties Attending:</i>	ESA members, Education students	
<i>Reason:</i>	To engage with students through interactive games	
<i>Summary and Outcome:</i>	- Approximately 12 students joined the event	
<i>Next Steps:</i>	- Debrief at next ESA meeting	

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<i>Summary and Outcome:</i>	- Review of Robert's rules of order - Established ways to conduct virtual voting and discussion																														
<i>Next Steps:</i>	N/A																														
<i>Meeting and Date:</i>	[May 9] ESA meeting																														
<i>Parties Attending:</i>	ESA members, Education students																														
<i>Reason:</i>	Bi-weekly																														
<i>Summary and Outcome:</i>	- Provided an introduction to ESA for new members - Discussion revolved around executive appointments, summer activities																														
<i>Next Steps:</i>	N/A																														
<i>Meeting and Date:</i>	[May 15] SFSS Board meeting																														
<i>Parties Attending:</i>	BoD																														
<i>Reason:</i>	Bi-weekly																														
<i>Summary and Outcome:</i>	- Refer to meeting minutes																														
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ENVIRONMENT REPRESENTATIVE (Anuki Karunajeewa)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	Board Orientation (May 5, 2020)
	<i>Parties Attending:</i>	SFSS Board of directors and myself
	<i>Reason:</i>	Orientation and training
	<i>Summary and Outcome:</i>	Learned about governance, liability, strat plan
	<i>Next Steps:</i>	N/A
	Meetings:	
	<i>Meeting and Date:</i>	Board Orientation (May 6, 2020)
	<i>Parties Attending:</i>	SFSS Board of directors and myself
	<i>Reason:</i>	Orientation and training
	<i>Summary and Outcome:</i>	Learned about staff and admin duties
	<i>Next Steps:</i>	N/A
	Meetings:	
	<i>Meeting and Date:</i>	Board Orientation (May 7, 2020)
	<i>Parties Attending:</i>	SFSS Board of directors and myself
	<i>Reason:</i>	Orientation and training
	<i>Summary and Outcome:</i>	Went over strat plan
	<i>Next Steps:</i>	N/A
	Meetings:	
	<i>Meeting and Date:</i>	Board mock meeting (May 8, 2020)
	<i>Parties Attending:</i>	SFSS Board of directors and myself
	<i>Reason:</i>	Practice meeting
	<i>Summary and Outcome:</i>	Practiced how the meetings would go, and how to do robert's rules
	<i>Next Steps:</i>	N/A
	Meetings:	
	<i>Meeting and Date:</i>	Board meeting(May 15, 2020)
	<i>Parties Attending:</i>	SFSS Board of directors and myself
	<i>Reason:</i>	First official board meeting
<i>Summary and Outcome:</i>	Refer to meeting minutes	
<i>Next Steps:</i>	N/A	
Meetings:		
<i>Meeting and Date:</i>	Geography student union meeting(May 13, 2020)	
<i>Parties Attending:</i>	Students in union and myself	
<i>Reason:</i>	To communicate with students in my faculty	
<i>Summary and Outcome:</i>	Elected members to positions and established continuing meetings this summer. Discussed possible events for the future and finances.	
<i>Next Steps:</i>	Continue communicating with GSU	
Meetings:		
<i>Meeting and Date:</i>	SFSS Board pre-orientation meeting May 1, 2020	
<i>Parties Attending:</i>	SFSS Board members and myself	
<i>Reason:</i>	Discussed goals, committee assignments, etc.	
<i>Summary and Outcome:</i>	Discussed how we felt, what we hoped to accomplish in the next year. Discussed some readings (Fundamentals of Student Unionism). Talked about committees.	
<i>Next Steps:</i>	N/A	

Project/Events Updates and Upcoming Plans	<i>Projects/Events:</i>		
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HEALTH SCIENCE REPRESENTATIVE (Nafoni Modi)

Meeting Summaries and General Comments	<u>Meetings:</u>	
	<i>Meeting and Date:</i>	Board Introductions, May 1
	<i>Parties Attending:</i>	BOD
	<i>Reason:</i>	Introducing ourselves to the board, getting acquainted with the rest of the team
	<i>Summary and Outcome:</i>	Gave brief overview around the committees that board members may be on
	<i>Next Steps:</i>	Think about what committees we would like to be on
	<i>Meeting and Date:</i>	Board Orientation, May 5
	<i>Parties Attending:</i>	BOD, ED, EA, Presentation facilitators
	<i>Reason:</i>	Board orientation
	<i>Summary and Outcome:</i>	Discussed the governance structure and obligations of employer
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Board Orientation, May 6
	<i>Parties Attending:</i>	BOD, ED, EA, Presentation facilitators
	<i>Reason:</i>	Board orientation
	<i>Summary and Outcome:</i>	Discussed insurance as well as the roles and responsibilities of the SFSS staff
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Board Orientation, May 7
	<i>Parties Attending:</i>	BOD, ED, EA, Presentation facilitators
	<i>Reason:</i>	Board orientation
	<i>Summary and Outcome:</i>	Review of SFSS strategic plan
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Mock Board Meeting, May 8
	<i>Parties Attending:</i>	BOD
	<i>Reason:</i>	Introduction and practice for future board meetings
<i>Summary and Outcome:</i>	Were able to attempt to use Robert's Rules of order and familiarize ourselves with it	
<i>Next Steps:</i>	N/A	
<i>Meeting and Date:</i>	SFSS Board Meeting, May 15	
<i>Parties Attending:</i>	BOD	
<i>Reason:</i>	Bi-weekly to discuss agenda items	
<i>Summary and Outcome:</i>	Refer to meeting minutes	
<i>Next Steps:</i>	N/A	

Project/Events Updates and Upcoming Plans	Projects/Events:
	<i>Project/Event Title:</i> Increased engagement with HSUSU
	<i>Updates and Upcoming Plans:</i> Reaching out to my DSU to hopefully connect with them in order to collaborate on future projects
	<i>Relevant Strategic Priorities:</i> Student engagement

SCIENCE REPRESENTATIVE (WeiChun Kua)

Meeting Summaries and General Comments	Meetings:	
	<i>Meeting and Date:</i>	Orientation, May 5-7, 2020
	<i>Parties Attending:</i>	Board of Directors
	<i>Reason:</i>	Orientation
	<i>Summary and Outcome:</i>	The new board was presented with information about societies act, strategic plans, governance, policy review, as well as introduction to staff in each department.
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	Mock Board Meeting, May 8, 2020
	<i>Parties Attending:</i>	Board of Directors
	<i>Reason:</i>	Practicing Robert's Rule
	<i>Summary and Outcome:</i>	We went through a fake agenda and simulated a real board meeting so new board members can familiarize themselves on how a meeting is conducted under Robert's Rule such as amendments to a motion, voting on motions, discussions, and going into in-camera and ex-camera.
	<i>Next Steps:</i>	N/A
	<i>Meeting and Date:</i>	SUS Meeting, May 11, 2020
	<i>Parties Attending:</i>	Newly Elected SUS Execs
	<i>Reason:</i>	Weekly SUS meetings
	<i>Summary and Outcome:</i>	SUS execs went through their roles according to their constitution but a new constitution draft passed on from the previous board is also in the works and under review.
<i>Next Steps:</i>	N/A	
<i>Meeting and Date:</i>	Meeting with Thomas (Science Student Engagement Coordinator), May 12, 2020	
<i>Parties Attending:</i>	WeiChun Kua (Science Rep) and Thomas	
<i>Reason:</i>	Introducing each other and a run through of what my predecessor and Thomas have been working on for the past year, and see.	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> • Thomas gave a summary of what has been worked on with the previous Science Rep for the past year. • Settled on how Science all DSU meetings are going to be runned, Thomas and I will co-chair meeting. • Went through my campaign platform points and what I wanted to work on during my term such as student advocacy and acquiring long-term space for Science DSUs • Started a discussion on starting a Science Advisory Committee that would consist of 1 representative from each Science DSUs and primarily focus on advocacy work for their DSU. 	
<i>Next Steps:</i>	Setting agenda and weekly meeting time for the first all DSU meeting.	
<i>Meeting and Date:</i>	Tuition Freeze Now General Assembly, May 13, 2020	
<i>Parties Attending:</i>	WeiChun Kua (Science Representative), Gabe (VP University Relations), Osob (President), Haider (FACT Rep), Balqees (At-Large Rep); GSS Representatives; C19C Representatives; TSSU Representatives	
<i>Reason:</i>	Discuss on how TFN can pressure the university to address the urgent demands and actions needed for student affordability during the pandemic	
<i>Summary and Outcome:</i>	<ul style="list-style-type: none"> • What are TFN's main demands • Updates on what each group's work, SFSS, TSSU, GSS, and TFN 	

	<ul style="list-style-type: none"> • Discussion on how we can work together • Next steps on digital campaigning and actions 	
<i>Next Steps:</i>	Assigning roles and delegating responsibilities	
<i>Meeting and Date:</i>	SFSS Board of Directors Meeting, May 15, 2020	
<i>Parties Attending:</i>	Board of Directors	
<i>Reason:</i>	Regularly Scheduled Biweekly Board Meeting	
<i>Summary and Outcome:</i>	N/A	
<i>Next Steps:</i>	N/A	
Project/Events Updates and Upcoming Plans	Projects/Events:	
	<i>Project/Event Title:</i>	SFU Summer Courses w/ Lab and Required Software Survey
	<i>Updates and Upcoming Plans:</i>	<ul style="list-style-type: none"> • Collecting feedback responses from students about online summer courses that consist of a lab component, and courses that require additional softwares so we know how to better advocate for students during the transition to a full term of completely online learning. • Compiling responses after and incorporating results into the earlier SFSS COVID-19 survey report • Link to survey: https://docs.google.com/forms/d/e/1FAIpQLSfkr8vFETSXvCQKyLVPTrXBMgXPPHw6b7LpA_GMqkIWHcSqUw/viewform
	<i>Relevant Strategic Priorities:</i>	<ul style="list-style-type: none"> • Student wellbeing • Student financial health
	<i>Project/Event Title:</i>	TMX Advocacy and Awareness
	<i>Updates and Upcoming Plans:</i>	<ul style="list-style-type: none"> • Weekly meetings with Justice, No Pipeline and DogwoodSFU • Planning a webinar w/ guest speakers from SFU professors and Mountain Protectors on the ongoing construction of TMX with no social distancing measures and the downfall of oil prices • Drafting a letter on TMX for SFSS to sign on and asking other student unions across BC and in the US to sign on to
	<i>Relevant Strategic Priorities:</i>	<ul style="list-style-type: none"> • Student safety and wellbeing