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SFSS BOARD WORK REPORT

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SFSS BOARD COMMITTEE UPDATE

This report summarizes SFSS committee activities that took place from
August 16 - August 31, 2020

Accessibility Advisory

Committee Chair	Jennifer Chou (VP Student Life)
# of Meetings	1
Total Time (Hrs)	1 hour
Summary	<ul style="list-style-type: none"> ● Debrief document: https://docs.google.com/document/d/1ZvN05ljGADiMA-WeGOHaE0tGOhx6FX3IDyJnpl0Zml/edit ● Passed a motion to appoint 2 members and myself to the Accessibility Fund Bursary working group ● Discussed the accessibility fund request form and how to improve it <ul style="list-style-type: none"> ○ Action item: test out screen reading on the form - both Word document and PDF versions ○ Action item: make further edits to the form as per the comments from AAC members ● Went over psycho-educational assessments update and how students won't need referrals from the Centre for Accessible Learning so it wouldn't be a barrier to getting the assessment done
Ongoing Projects	<ul style="list-style-type: none"> ● Hiring Accessibility Designated Assistant ● Psycho-educational Assessments ● Setting up bursary using the fund ● Audit for the SUB ● Collaboration with SFU Health & Counselling ● Clear Masks ● Improving accessibility fund request form
Relevant Strategic Priorities:	<ul style="list-style-type: none"> ● Student well-being ● Student financial health

Black Indigenous People of Color

Committee Chairs	Balqees Jama and Matt Provost
# of Meetings	1
Total Time (Hrs)	2 hrs
Summary	<p>Updates with Health and Counselling Services</p> <ul style="list-style-type: none"> - Confirmed meeting time (inviting H&C to the next BIPOC meeting) to discuss

	<p>how SFU can start to establish BIPOC-appropriate resources</p> <p>SFU Athletics Team Name Change</p> <ul style="list-style-type: none"> - Celebrated Black students' and athletes' efforts, movement organizers', and allies efforts for leading to the Clan name being changed - Have concerns with the institutional racism at play throughout the process: <ul style="list-style-type: none"> - SFU President Andrew Petter's statement did not state that we were dropping the name due to racial connotations associated with the Ku Klux Klan. The statement is colour-blind and disingenuous. - The statement frames this situation as if the name-change was <i>his</i> decision (white-saviourism) while SFU admin have been ignoring Black athletes' calls up until the pressure from student activism became too much. We need to acknowledge advocacy and organizing efforts of Black athletes, movement organizers, and allies. - The statement acknowledges harm and trauma, but not specifically towards Black athletes, and yet, does not offer mental health resources - Committee agreed to launch a campaign with calls to action to rectify the situation by asking for respectful and truth acknowledgements, as well as commitment to increasing support for Black students and athletes <p>Strategic Planning for Upcoming year</p> <p>Main projects we want to focus on this year:</p> <ul style="list-style-type: none"> - Advocating for equitable BIPOC Health and Counselling at SFU - Advocating for designated Black Athletes Support - Creating SFSS Issues Policies - Push Anti-Racism with the SFU-wide Anti-Racism Working Group (SFSS, GSS, TSSU, SFUFA, SFPIRG)
Ongoing Projects	Athletics Team Name Part 2
Relevant Strategic Priorities:	Student Wellbeing University Relations

Events

Committee Chair	Jennifer Chou (VP Student Life)
# of Meetings	1
Total Time (Hrs)	1 hour
Summary	<ul style="list-style-type: none"> • Debrief document: https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL77GwfTG4J4Cyp326DM/edit • Events calendar: https://www.notion.so/7bbd36f7f54042fa802038c826a0f8d1 • Passed motions for these events: <ul style="list-style-type: none"> ○ Music Fest - \$110 (\$60 and \$30 Spotify gift cards, with \$20 contingency) ○ Samosas Food Workshop - \$170 (\$100 for instructor, \$50 for instructor's supplies/ingredients, \$20 contingency) ○ Bullet Journaling Workshop - \$60 (\$50 instructor's fee and \$10 contingency) ○ Club collaborations for the rest of the year - \$5,000 • Had discussion on the following events: <ul style="list-style-type: none"> ○ NHL watch party event (things are so uncertain right now but the Event Lead will be working on the event plan for this) ○ Casual Conversations with Friends (people will talk about how they made new friends at SFU and release the video for new students)

	<ul style="list-style-type: none"> ○ September events (refer to events calendar above) ○ Stranger Things Murder Mystery Night (assigned people to work on this event) ● Had a few updates reported by event leads for these events: <ul style="list-style-type: none"> ○ Food Justice Webinar (confirmed Friday, Sept 25 @ 1pm; the week after will be cultural themed with a possible Indigenous instructor) ○ Pad Thai Food Workshop (Post-event report: https://docs.google.com/document/d/1GX76L9RgOD0bck8SYHlmvzD3aoeNOLD29jAg7ie34E/edit?usp=sharing) ○ SFSS Trivia Night (https://www.eventbrite.ca/e/sfss-trivia-night-tickets-118375017865) ○ Cultural Week (SFU Taiwanese Association, First Nations Student Association, Pakistan Student Association, SFU Students of Caribbean and African Ancestry, Samosas workshop were reached out to and confirmed; SFU Turkish Canadian Association, SFU KStorm, Indian Student Federation, and more were reached out to and awaiting confirmation) ○ Pets Social (great way to make new friends and see cute animals)
Ongoing Projects	<ul style="list-style-type: none"> ● Pad Thai Food Workshop ● SFSS Trivia Night ● Mental Health Mondays Giveaways ● Student Time Management Workshop ● Food Justice Webinar ● Music Fest ● Cultural Week ● Graphic design workshop ● Dance workshop/week ● Pets Meet n Greet ● NHL Watch Party ● Photography workshops ● Speed Friending ● Food workshops (Sept) ● Bullet journaling workshop ● Stranger Things Murder Mystery Night
Relevant Strategic Priorities:	Student engagement

Executive Committee

Committee Chair	Osob Mohamed
# of Meetings	1
Total Time (Hrs)	1hr
Summary	We discussed the potential of hosting some events online for the Board to give an overview of the things we have worked on during the summer, starting off with the Executive, then the Faculty and At-Large reps, and the full board later on down the road. We also spoke about safety planning on campus, particularly for in-person initiatives like the Food Hub, and how to ensure volunteer safety, alongside a SUB safety plan when we move in officially. We also went over some potential development sessions for Fall 2020, and what kind of sessions we would like to see in the future.
Ongoing Projects	Executive Committee and Board online events, campus and SUB safety plans, planning for Board development sessions for the Fall 2020 semester

Relevant Strategic Priorities:	Student engagement, organizational development
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External & Community Affairs

Committee Chair	Samad Raza
# of Meetings	1
Total Time (Hrs)	1 hr
Summary	Updates on Upass exemptions and TMX projects. Encouraged members to take on new advocacy projects and developed teams.
Ongoing Projects	TMX
Relevant Strategic Priorities:	N/A

Faculty and At-Large Representatives

Committee Chair	
# of Meetings	Did not meet
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

Finance and Administrative Services

Committee Chair	VP Finance, Corbett Gildersleve
# of Meetings	1
Total Time (Hrs)	1 hour
Summary	Assigned team leads for the the remaining summer and fall term projects Approved two motions to recommend to the board to approve two different professional development requests.
Ongoing Projects	<ul style="list-style-type: none"> ● Student Group Funding Model Review ● Financial Report for the AGM ● Implementing the Investment Policy ● Participatory Budgeting Research

Relevant Strategic Priorities:	Student financial health, organizational development
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First Year Engagement

Committee Chair	Haider Masood
# of Meetings	Committee did not meeting
Total Time (Hrs)	
Summary	
Ongoing Projects	Hiring of at-large members
Relevant Strategic Priorities:	

Governance

Committee Chair	Gabe Liosis
# of Meetings	1 Gov Cmte Meeting + 1 By-Law Working Group Meeting
Total Time (Hrs)	4 Hrs
Summary	<ul style="list-style-type: none"> - By-Law Working Group, discussed: <ul style="list-style-type: none"> - Executive Committee Portfolio Proposal - Powers of Council, Members' Meetings, and the Executive Committee - By-Law Amendment Chunks - Executive Committee Vacancies, Interim Appointments, and By-Elections - Governance Committee meeting, discussed: <ul style="list-style-type: none"> - Council Elections in new Draft By-Laws - Executive Committee Vacancies, Interim Appointments, and By-Elections - Associate Membership
Ongoing Projects	<ul style="list-style-type: none"> - SFSS By-Law Review - Governance Restructuring (Policy Review) - AGM Planning
Relevant Strategic Priorities:	Organizational Development, Student Engagement

Member Services Advisory

Committee Chair	Phum Luckkid (At-Large Representative)
# of Meetings	0

Total Time (Hrs)	0
Summary	No meetings
Ongoing Projects	
Relevant Strategic Priorities:	

Nomination

Committee Chair	Matt Provost
# of Meetings	Did not meet
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

Surrey Campus

Committee Chair	Mehtaab Gill
# of Meetings	Did not meet
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

University & Academic Affairs

Committee Chair	Gabe Liosis
# of Meetings	0 <i>** Had a meeting scheduled for August 25th, but was cancelled as I was under the weather and my Vice Chair had also sent in regrets.</i>
Total Time (Hrs)	0
Summary	<ul style="list-style-type: none"> - No meeting this period, but currently working on the Second SFSS COVID-19 Survey to go out to the membership before the start of the Fall 2020 semester. <ul style="list-style-type: none"> - Next meeting to occur during the second week of classes of the Fall term.

Ongoing Projects	- SFSS Second COVID-19 Survey
Relevant Strategic Priorities:	Student Engagement, Student Wellbeing, Student Financial Health, University Relations.

Vancouver Campus

Committee Chair	Haider Masood
# of Meetings	Committee did not meet
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

SFSS BOARD WORK REPORT

This report reflects the Board work from
August 16 - August 31, 2020

President (Osob Mohamed)

Meeting Summary and Comments

Meeting, Date	Working Conditions with CUPE - August 18
Parties Attending	Lawrence Jones (Transition Manager), Melanie Ling, Nancy Mah, Fiona Brady-Lenfesty (CUPE 3338)
Meeting Length (Hrs)	1.25hrs
Reason	Following up on staff relations files
Summary and Outcome	We reviewed and collected information on ongoing grievances, discussed a timeline and potential dates to begin the exchange of proposals and the bargaining process, going over some expectations around hours worked for some unionized staff positions, and receiving feedback on some new job descriptions for 3 positions (Board Organizer, Operations and HR Organizer, and Student Advocate)
Next Steps	Discuss findings with HR and Personnel Committee

Meeting, Date	JOG Agenda Setting - August 18
Parties Attending	Matt McDonald (GSS), Erin Biddlecombe (SFU)
Meeting Length (Hrs)	30mins
Reason	Preparing agenda for Joint Operations Group meeting
Summary and Outcome	<p>I added the following items for the SFSS</p> <ul style="list-style-type: none"> - Undergraduate enrollment for fall term - Tuition & Fees <ul style="list-style-type: none"> - Payment date - Late fees and payment plan details - Emergency funding - Safety planning for classes <ul style="list-style-type: none"> - Protocols for in-person and online courses - Enrollment caps - SFU Athletics team name <ul style="list-style-type: none"> - Information on the process - Student consultation
Next Steps	Follow up on information requested from the University

Meeting, Date	GSS-SFSS Bylaw Meeting - August 18
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Parties Attending	Gabe (VP University Relations), Corbett (VP Finance), Matt McDonald, Harjap Grewal, Pierre Cenerelli (GSS)
Meeting Length (Hrs)	1hr
Reason	Discussing GSS's council/board structure, to get some insight for our own bylaw review project
Summary and Outcome	The GSS gave us a rundown of their council structure, what privileges are extended to the executive by council and their bylaws, some information on how they run their council, and advice on how we might be able to transition with a similar model
Next Steps	Discussion at governance committee

Meeting, Date	SFSS Council - August 19
Parties Attending	SFSS Council, Board and staff
Meeting Length (Hrs)	30mins
Reason	Bi-weekly meeting
Summary and Outcome	I was ill and only attended for the latter portion, during the discussion on Greek Life Organizations. Council presented some concerns to us about ensuring the eligibility to join GLOs is extended to all students, which we will look into
Next Steps	Discussions with GLOs to see how we can work around this

Meeting, Date	AGM Committee - August 20
Parties Attending	Gabe (VP University Relations), Corbett (VP Finance), Matt (VP Student Services), Nafoni (Health Sciences rep), Helen Pahou (PSSU Councillor), Sarah (Campaigns, Policy and Research Coordinator)
Meeting Length (Hrs)	1.5hr
Reason	Regular meeting
Summary and Outcome	We discussed the software we might want to use for the AGM, some logistics around using Zoom and ensuring that attendees and voters are all members, and how we may be able to incentivize students to attend our AGM as well. We also discussed the contents of the agenda, including the special resolutions for the new bylaws, and a vote regarding tuition hikes
Next Steps	N/A

Meeting, Date	Anti-Racism Working Group - August 20
Parties Attending	Nafoni (Health Sciences rep), Emerly (Education rep), Anuki (Environment rep), Students at-large
Meeting Length (Hrs)	1hr
Reason	Monthly meeting

Summary and Outcome	We discussed the FARM letter campaign to implement mandatory anti-racism educational programs into the syllabi of different faculties, and also renaming the group
Next Steps	N/A

Meeting, Date	Meeting with IT Services - August 21
Parties Attending	Matt (VP Student Services), Sandeep Sidhu and Carson Au (SFU)
Meeting Length (Hrs)	1hr
Reason	Monthly meeting
Summary and Outcome	We discussed some initiatives from the University that will be launching soon, including discounted hardware for students to access, and how we may be able to get some discounted software in the future. We also discussed the SUB, our opening plans, and potential IT support
Next Steps	N/A

Meeting, Date	Meeting with the BC Federation of Students - August 21
Parties Attending	Samad (VP External), Tanysha Klases and Jenelle Davies (BCFS)
Meeting Length (Hrs)	1hr
Reason	To discuss campaigns
Summary and Outcome	The BCFS reached out to us to discuss their upcoming Get Out the Vote campaign in the case that a provincial election is called sooner than we think. We had a chance to share some of our feedback, and ideas with them as well.
Next Steps	They will be sending us some material to review

Meeting, Date	SFSS Board Meeting - August 21
Parties Attending	SFSS Board, staff
Meeting Length (Hrs)	3.5hrs
Reason	Bi-weekly meeting
Summary and Outcome	We had a busy meeting, and went over some amendments to the Issues policies, and passed motions relating to the approval of the auditor's report, hiring an accessibility coordination, setting the AGM date, appointments to hiring committees, clubs terms of reference, an annual plan for the Finance and Administrative Services committee, and a working group on rebranding. We also had a fruitful discussion on the upcoming bylaw review, where the Board approved the proposal to change the Board composition. We also discussed the FIC-SFSS agreement, and received updates from the Events committee.
Next Steps	N/A

Meeting, Date	SFSS & Webinar Meeting - August 24
Parties Attending	Corbett (VP Finance), Gabe (VP University Relations), Lawrence (Transition Manager), Dipti (MSC Events), Justin Ankeman (MECS)
Meeting Length (Hrs)	0.75hrs
Reason	AGM webinar support
Summary and Outcome	We discussed how voting/attendance will work for a digital AGM, and some technical options for us to administer voting and quorum checks
Next Steps	N/A

Meeting, Date	Governance Committee - August 24
Parties Attending	Governance committee members, SFSS staff
Meeting Length (Hrs)	1.25hrs
Reason	Bi-weekly meeting
Summary and Outcome	We discussed the bylaw review, including a draft proposal, council elections as they pertain to a new board structure in the case that the new bylaws pass, and how we may be able to extend associate membership and membership rights to students at Fraser International College, as they already pay fees to us
Next Steps	N/A

Meeting, Date	SFSS Rebranding Meeting - August 25
Parties Attending	Jennifer (VP Student Life), Samad (VP External), Matt (VP Student Services), Weichun (Science rep), Haider (FCAT rep), Sindhu (Communications Coordinator)
Meeting Length (Hrs)	30 mins
Reason	Discussing SFSS rebranding
Summary and Outcome	We discussed some action items, and plans for the project, along with a potential timeline and how we can bring the brainstorming process. We want to look into some SFSS history around our previous and current logos to help us.
Next Steps	N/A

Meeting, Date	SFSS/GSS meeting with Andrew Petter and Joy Johnson - August 25
Parties Attending	Matt McDonald (GSS), Andrew Petter, Joy Johnson, Erin Biddlecombe (SFU)
Meeting Length (Hrs)	1hr
Reason	Introduction to the new SFU President
Summary and Outcome	We were introduced to Joy, with whom we were able to share some of our major concerns and areas we are interested in working with her on, including academic accommodations for students during the pandemic, financial and emergency aid for

	students, tuition reductions in the face of decreased education quality and a tuition freeze for the upcoming year amongst other items. We also shared that we wanted the monthly meeting with the president to be an ongoing item.
Next Steps	Follow up in our monthly president's meeting

Meeting, Date	Student Affordability Working Group - August 26
Parties Attending	Gabe (VP University Relations), Matt McDonald (GSS), Tracey Mason-Innis, Jeff Derksen, Sid Mehta (SFU)
Meeting Length (Hrs)	1hr
Reason	Regular meeting
Summary and Outcome	As this was our first meeting of the year with the Affordability Working Group, we decided to go over our terms of reference, including solidifying the membership of the group, the frequency of meetings, and coordination between co-chairs (Tracey, Matt and myself). We also came up with some main areas of focus for the coming months, including <ul style="list-style-type: none"> - Open Educational Resources - Financial planning for students and hidden costs - Calculating tools for student use
Next Steps	Follow up on what kind of items would be useful for a calculating tool, that would help new student adjust better to life in Metro Van while on a budget

Meeting, Date	Executive Committee Meeting - August 26
Parties Attending	Executive committee, SFSS staff
Meeting Length (Hrs)	1hr
Reason	Bi-weekly meeting
Summary and Outcome	We discussed the potential of hosting some events online for the Board to give an overview of the things we have worked on during the summer, starting off with the Exec and the full board later on down the road. We also spoke about safety planning on campus, particularly for in-person initiatives like the Food Hub, and how to ensure volunteer safety. We also went over some potential development sessions for Fall 2020
Next Steps	Follow up with Board on interest in events

Meeting, Date	HR and Personnel Committee - August 27
Parties Attending	HR and Personnel Committee members
Meeting Length (Hrs)	1hr
Reason	Bi-weekly meeting
Summary and Outcome	We discussed and noted our approval of two ongoing professional development requests, and discussed 2 ongoing grievances in-camera
Next Steps	N/A

Meeting, Date	Joint Operations Group Meeting - August 27
Parties Attending	SFSS, GSS and SFU representatives
Meeting Length (Hrs)	1.5hrs
Reason	Monthly meeting
Summary and Outcome	We gave updates on the SFSS, received information on enrollment for Undergraduates, which is slightly up from the previous year for both domestic and international students. We also requested some information regarding the info on SFU's website about payment dates, including the 75% stipulation of tuition paid in order to enroll in the Spring, and also requested information on the University's safety plan. We gave updates from the Student Affordability group, and SFU Athletics on next steps for the new name decisions.
Next Steps	Follow up on information requested

Meeting, Date	BC Campus Resources Meeting - August 27
Parties Attending	Samad (VP External), representatives from BC Campus, and other Student Societies
Meeting Length (Hrs)	1hr
Reason	Invited to meeting
Summary and Outcome	We heard back from BC Campus on some of the initiatives they are leading, and also got a chance to give some feedback in areas that we see students struggling in, in which they may be able to support, such as transitional support to online learning, and mental health resources.
Next Steps	Work with BC Campus to see how we can get this info to our members

Meeting, Date	Finance and Administrative Services Committee - August 28
Parties Attending	FASC members, SFSS staff
Meeting Length (Hrs)	1hr
Reason	Monthly meeting
Summary and Outcome	We went over some motions suggested by the HR and Personnel committee regarding professional development, which did not fit cleanly into our budget/guidelines. We also assigned some team leads to the projects being led by the committee.
Next Steps	N/A

Meeting, Date	Board Development Session with Indigenous Student Centre - August 28
Parties Attending	SFSS Board, Marcia Guno, Tricia Livingston, Asya Touchie, Lisa Ogilvie (ISC)
Meeting Length (Hrs)	2hrs

Reason	Board development session
Summary and Outcome	The ISC staff joined us to give a presentation on what the ISC is, what kinds of support they offer Indigenous students at SFU, some insight into SFU's reconciliation efforts, and how we can work to make our events and services safer and more accessible to Indigenous students. We were able to gain some clear insight on how we can properly consult with Indigenous students, and also make sure that we are consulting Indigenous leaders and host nations to make sure we are hosting events and initiatives that are respectful of their ways of knowing.
Next Steps	N/A

Meeting, Date	Gondola Meeting - August 31
Parties Attending	Jennifer (VP Student Life), Corbett (VP Finance), Samad (VP External Relations), Matt (VP Student Services), Gabe (VP University Relations), Nav Sanghera, Jim (SFU)
Meeting Length (Hrs)	1hr
Reason	To discuss upcoming Gondola campaign
Summary and Outcome	Nav and Jim were able to give us a brief rundown on what has happened so far with the Gondola project, while also giving us a preview of the campaign that launched on September 1st.
Next Steps	Share survey and social media posts via our social media and encourage members to give feedback

Projects and Events

Project/Event Title	Job postings for new Hiring Committees
Updates and Upcoming Plans	Finalizing JDs to send to CUPE for feedback, for Board Organizer, Operations Organizer and Student Advocate. We are now awaiting feedback and the postings will be up shortly.
Relevant Strategic Priorities	Organizational development
Total Time (Hrs)	2hrs

Project/Event Title	Emails, communications, and catch up work
Updates and Upcoming Plans	I've been trying to allocate at least 1-2hr a day (excluding Saturdays) to check my emails, and catch up on different tasks. On some days, if something urgent comes up I will add some time and time to this and address it right away. Some catch up work included looking into GSuite upgrade options, trying to figure out Collage HR, and organizing my emails/google drive to optimize space.
Relevant Strategic Priorities	N/A
Total Time (Hrs)	15 hrs

Project/Event Title	U-Pass communications
Updates and Upcoming Plans	Responding to students requests for information regarding U-Pass, which have been coming in plenty lately, and liaising with VP External to get the right information out to students when needed
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2hrs

Project/Event Title	Gondola Communications
Updates and Upcoming Plans	Working with Sindhu (Communications Coordinator) to write up some language for a mass email campaign to students, and sharing posts through our official social media and personal accounts to get student feedback on the survey
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1hr

Project/Event Title	Welcome Day
Updates and Upcoming Plans	Making a video talking about the SFSS, and working with SFU Student Engagement and Retention to involve ourselves in the Week/Month of Welcome
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2hrs

Project/Event Title	HR & Staff relations items
Updates and Upcoming Plans	Following up on requests/issues that come up relating to HR matters, including staff issues, new hires etc, reviewing the Collective Agreement and Personnel policies to determine how to move forward on requests
Relevant Strategic Priorities	Organizational development
Total Time (Hrs)	2hrs

Project/Event Title	Request for info from Council
Updates and Upcoming Plans	I have been preparing a package on Policing & why the SFSS has taken a stance to defund the police and encourage the University to sever ties. I will be presenting this at our next Board meeting
Relevant Strategic Priorities	N/A
Total Time (Hrs)	3hrs

Project/Event Title	FIC-SFSS Membership
Updates and Upcoming Plans	Working with other Board members to gain some institutional information on the SFSS and FIC membership, and setting up meeting times with FIC staff and administration to negotiate a new agreement. I've currently been reviewing the agreement and other relevant docs, emails and communications
Relevant Strategic Priorities	Organizational development
Total Time (Hrs)	4hrs

VP Student Services (Matthew Provost)

Meeting Summary and Comments

Meeting, Date	BIPOC Committee Meeting - August, 18
Parties Attending	BIPOC Committee
Meeting Length (Hrs)	2 hr
Reason	Bi-Weekly
Summary and Outcome	We discussed updates on health and counselling and planned to get health and counselling services to come and present at our next meeting We discussed updates about SFU athletics name change We discussed our Strategic planning for the upcoming year for the BIPOC Committee, we wanted to focus our initiatives, campaigns and advocacy . We started a document and will be formalizing it
Next Steps	Reaching out Health and counselling to set up time for next BIPOC Committee meeting Formalizing document for HCS and

Meeting, Date	SFSS Council Meeting - August, 19
Parties Attending	SFSS Council, SFSS Board of Directors
Meeting Length (Hrs)	30 mins
Reason	Monthly Meeting
Summary and Outcome	Did monthly review and presentation for Council. Gave updates from my portfolio
Next Steps	Will be presenting at next council meeting

Meeting, Date	AGM Planning Committee - August, 20
Parties Attending	AGM Committee
Meeting Length (Hrs)	1.5 hours
Reason	Bi-Weekly Working Group
Summary and Outcome	Discussion around finalized date and time for AGM planning Discussed the software we will be using to host the AGM and what technicalities we need to be aware when doing AGM online We discussed the AGM agenda Discussed how we will achieve quorum for the AGM and how we will keep track of membership for the AGM so we know there is enough students
Next Steps	Next meeting in 2 weeks

Meeting, Date	SFU IT & SFSS Monthly Check in - August, 21
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Parties Attending	SFU IT/ SFSS President
Meeting Length (Hrs)	30 mins
Reason	Monthly Check In with SFU IT services
Summary and Outcome	Discussed updates on IT services and what support we will need in the new SUB. IT services offered support through using their spaces to plug SFSS information.
Next Steps	Update will follow September

Meeting, Date	Surrey Food Hub - August, 24
Parties Attending	Shelley Durante
Meeting Length (Hrs)	1 hr
Reason	Food Hub Surrey Check In
Summary and Outcome	Updated Shelley on the Farm to Campus initiative and how this project started. Gave some context and contact information for Shelley so theres more connection with this project at the Surrey Campus.
Next Steps	n/a

Meeting, Date	Governance Committee - August, 24
Parties Attending	Governance Committee Members
Meeting Length (Hrs)	2 hr.
Reason	Bi-weekly Meeting
Summary and Outcome	We received updates from the By-Law Working group. This included the amendments to the bylaws for the AGM We also received updates on the council and executive structures that will be proposed at AGM We went into discussion around the proposal for the new executive positions We received updates and minutes and discussion from the By-law joint working group. There is where most of the discussion is around the proposed by-laws that will be brought to the AGM.
Next Steps	n/a

Meeting, Date	SFSS Rebranding - August, 25
Parties Attending	SFSS BOD: Samad Raza, WeiChun Kua, Osob Mohamed, Jen Chou, Haider Masood Society Staff: Sindhu D. Lawrence
Meeting Length (Hrs)	1 hr
Reason	Ongoing Project
Summary and Outcome	Working group on the rebranding project for the SFSS. We discussed what this will look like, timelines we need to take into account and of course the SUB building and how

	<p>this can really impact what we are trying to do here at the SFSS</p> <p>We had some discussion on why a rebranding is needed and thoughts around proper consultation and ideas and conceptualizing what the SFSS means and to have a new logo and etc to reflect what we do at the society.</p>
Next Steps	n/a

Meeting, Date	Accessibility Advisory Committee - August, 25
Parties Attending	Accessibility Committee
Meeting Length (Hrs)	1.5 hr
Reason	Bi-Weekly Meeting
Summary and Outcome	<p>We discussed a committee social that will be happening for AAC committee members for bonding</p> <p>Studentcare update myself assisted in setting up a meeting to help support Emerly and Sarah's project for the psycho educational assessments.</p> <p>Accessibility audit, we will be looking into how this audit can take place in the SUB to ensure accessibility needs are taken into account</p> <p>We went over the accessibility grant application form and there have been improvements made we will be looking into ensuring this is available on e-readers</p> <p>Planning for fall semester and scheduling</p>
Next Steps	Contacting student care to help support the psycho educational assessment project so that this project can be ongoing

Meeting, Date	FNSA Meeting - August, 25
Parties Attending	FNSA Board of Directors
Meeting Length (Hrs)	1.5 hr
Reason	FNSA introduction to SFSS / Training
Summary and Outcome	<p>Updated FNSA BOD with the new coordinator and also will be focusing on getting the FNSA agreement finalized / from here we went on to training and introductions to the SFSS and relations to FNSA and also council. Gave an update on some initiatives SFSS is doing</p>
Next Steps	Setting up new meeting soon to have everything finalized

Meeting, Date	Communication and Promo - August, 26
Parties Attending	Sindhu - Communications Coordinator
Meeting Length (Hrs)	30 mins
Reason	Promotional Updates
Summary and Outcome	<p>Contacted communication coordinator to ask for support on some promotional projects with Health and counselling services as well as some promotional resources for will being i.e. handouts/ give away stuff.</p>

Next Steps	Contact residents and housing and also keep coordinator updated on this project
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Meeting, Date	Psycho Educational Assessment Update
Parties Attending	SFSS: Emerly Liu, Corbett Society Staff: Sarah E.
Meeting Length (Hrs)	1 hr
Reason	Check in/ Project Support
Summary and Outcome	Myself and Corbett got updates on this initiative and were able to get caught up to see where we could support. We found there were a couple of questions we can bring to student care about the assessments and some areas of clarification
Next Steps	Contacting Kristin from student care

Meeting, Date	Executive Committee - August, 26
Parties Attending	SFSS Executives, Society Staff Lawrence
Meeting Length (Hrs)	1.5 hr
Reason	Bi-Weekly Meeting
Summary and Outcome	We discussed the Safety plan and also for board members to work on campus during covid We discussed some development sessions we want to see in the fall and what would be most helpful
Next Steps	Waiting on updates for the next meeting, I sent in a request for the 25th of Sept to book and development session date.

Meeting, Date	HR & Personnel Committee - August 27
Parties Attending	HR & Personnel Committee Members
Meeting Length (Hrs)	1 hr
Reason	Bi-Weekly Meeting
Summary and Outcome	SUB staffing model and timelines we discussed what this could like and what our needs will be under staffing models for the SUB Support staff- tech coordinator Corbett brought this up since we believe it may be useful to have tech support in the SUB building this may be better long term since there tech support at SFU is sometimes hard to get ahold of this may save alot of time and also be useful for the SUB Student advocate hiring update Hiring calendar getting a timeline situated for new hirings that will be happening
Next Steps	n.a

Meeting, Date	Student Care - August, 27
Parties Attending	SFSS: Emerly Liu, Corbett Society Staff: Sarah E. Student Care: Kristin
Meeting Length (Hrs)	1 hr
Reason	Project Check In
Summary and Outcome	From what was discussed additional payments would be out of the reserve fund, we also discussed that there was only around 10 assessments have taken place in the last couple years etc. Studentcare is going to look into a network for these assessments to see if there can be any additional discounts
Next Steps	n/a

Meeting, Date	Board Development Session - August, 28
Parties Attending	SFSS BOD, Indigenous Student Centre Staff
Meeting Length (Hrs)	2.5 hr
Reason	Development Session
Summary and Outcome	Indigenous student centre came to the board development session and presented on reconciliation efforts that are happening at the university, we discussed various ways SFSS can help support these efforts and ensure that Indigenous students are being taken into account
Next Steps	Will be recommending BOD to read over walk this path with us documents and from here add to reconciliation work that SFSS can advocate for. Orange shirt day

Meeting, Date	SFSS BOD Social - August, 28
Parties Attending	SFSS BOD
Meeting Length (Hrs)	2 hr
Reason	Team Bonding
Summary and Outcome	We hung out and had a great time
Next Steps	n.a

Meeting, Date	Gondola Campaign - August, 31
Parties Attending	SFSS Executives, SFU Gondola Team
Meeting Length (Hrs)	1 hr
Reason	Project Update

Summary and Outcome	We got some updates on the gondola project, we will be sharing the survey through our platforms to inform membership about the updates as well We are looking forward to supporting this project
Next Steps	Share the survey

Projects and Events

Project/Event Title	Health and Counselling Collaboration
Updates and Upcoming Plans	Contacted our communications coordinator and will be working on finding some board members to help the HCS video Working on getting some promotional material for students Will be working on getting relevant resources and working with BIPOC CMTE to get some support groups and online resources in place for the fall semester
Relevant Strategic Priorities	Planning with BIPOC CMTE and HCS to get some project dates Working with HCS and board members to get some hcs promo material
Total Time (Hrs)	7

Project/Event Title	FNSA agreement
Updates and Upcoming Plans	- Working with FNSA to ensure agreement is good to go -
Relevant Strategic Priorities	Will have this finalized in the next week to have signed
Total Time (Hrs)	2 hours

Project/Event Title	Clear masks
Updates and Upcoming Plans	- Will be bringing more concrete information and budget for clear masks
Relevant Strategic Priorities	Making sure that we are doing everything we can to be accessible during covid
Total Time (Hrs)	1 hour

Project/Event Title	Reconciliation work
Updates and Upcoming Plans	- Relevant resources - Looking into sanyas training for BOD - Culturally supportive honoraria for Indigenous presenters/ performers/ speakers/ elders
Relevant Strategic Priorities	Researching some places on campus that already do this, consulting with FNSA to find proper ways of doing this work and will be working and contacting corbett and phum to work on this initiative

Total Time (Hrs)	3 hour
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VP External Relations (Samad Raza)

Meeting Summary and Comments

Meeting, Date	17 Aug - ECAC
Parties Attending	Samad Raza, Balqees Jamma, Osob Mohammad, Anuki Kuranjewa, Sude Gavendik, Harry Sign, WeiChun Kua, Helen, Simran, Lulia.
Meeting Length (Hrs)	1
Reason	Bi-weekly meeting
Summary and Outcome	Updates on TMX - discussion and updates on UPass exemption categories. Discussed new advocacy project
Next Steps	N/A

Meeting, Date	Aug 21, BCSF x SFSS
Parties Attending	Osob, Samad, and two members from BCSF
Meeting Length (Hrs)	1 hr
Reason	Vote campaign
Summary and Outcome	BCSF asked sfss to help them with the voting campaign.
Next Steps	We shall look into their proposal and figure out the best way to help out.

Meeting, Date	21 Aug, UPASS
Parties Attending	SFSS (osob, samad), GSS (matt, mona), SFU (steve)
Meeting Length (Hrs)	1 hr
Reason	Communication release
Summary and Outcome	Decide on UPass communication to be released.
Next Steps	N/A

Meeting, Date	21 Aug
Parties Attending	SFSS board member
Meeting Length (Hrs)	4 hr
Reason	Bi-weekly meeting
Summary and Outcome	Discussion on bylaw - AGM - Governance - FIC members - sfss rebranding working group.

Next Steps	N/A
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Meeting, Date	25 Aug - sfss rebranding
Parties Attending	Sindhu - Samad - Jenn - Matt - Haider - Weichun
Meeting Length (Hrs)	30 min
Reason	Re-branding work
Summary and Outcome	Action items - and documentation work have been started
Next Steps	

Meeting, Date	26 Aug Exec meeting
Parties Attending	Weekly meeting
Meeting Length (Hrs)	1 hr
Reason	Weekly meeting
Summary and Outcome	Discussion on safety - engagement with students - development session.
Next Steps	

Projects and Events

Project/Event Title	Food Hub
Updates and Upcoming Plans	Make food hub permanent
Relevant Strategic Priorities	Safety guidelines
Total Time (Hrs)	10 hr

Project/Event Title	
Updates and Upcoming Plans	
Relevant Strategic Priorities	
Total Time (Hrs)	

VP Finance (Corbett Gildersleve)

Meeting Summary and Comments

Meeting, Date	Joint Working Group: SFSS By-Laws, August 17th
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, President Osob Mohamed, ESSS Rep Alvin David, Council Chair Zaid Lari, Council Vice-Chair Helen Sofia Pahou
Meeting Length (Hrs)	2 hours
Reason	Work on draft bylaws
Summary and Outcome	We looked at: <ul style="list-style-type: none">• Changes to executive portfolios• Discussed elections and role of council in backfilling temporary vacant exec positions
Next Steps	Some of the working group is meeting with the GSS on the 18th to go over their governance model's pros and cons

Meeting, Date	SFSS/GSS Meeting, August 18th
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, President Osob Mohamed, GSS External Relations Matt MacDonald, GSS Executive Director Pierre, GSS Harpjab
Meeting Length (Hrs)	1 hour
Reason	Discuss the GSS Governance Structure
Summary and Outcome	We discussed: <ul style="list-style-type: none">• Pros and Cons of the GSS governance structure• Ideas around the governance structure and ideas/ideals in the SFSS governance structure
Next Steps	We will try and meet again in a week or two for more discussion

Meeting, Date	Council Meeting, August 19
Parties Attending	Council members, VP Finance Corbett Gildersleve, President Osob Mohamed, CRPC Sarah Edmunds, MSC-Student Union & Groups Anna Reva
Meeting Length (Hrs)	1.5 hours
Reason	Biweekly Council Meeting
Summary and Outcome	I gave an executive report to Council on what projects I had been working on over the last four weeks. Additionally, I contributed to the discussion around the Board recognizing professional fraternities/sororities as SFSS clubs. <ul style="list-style-type: none">• Some concerns were raised by Council about the exclusive nature of these

	<p>groups (gender and CGPA in one case) and how that violates SFSS clubs policies about being non-exclusionary</p> <ul style="list-style-type: none"> ○ All professional frats were actually co-ed ○ The CGPA requirement could be relaxed to a recommendation as it wasn't actually being enforced, but self-selection by members was still an issue
Next Steps	N/A

Meeting, Date	SFSS Governance and Restructuring Update, August 20th
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, BCGEU Treasurer Paul Finch
Meeting Length (Hrs)	0.50 hours
Reason	Receive some bylaw advice
Summary and Outcome	We had a quick chat and received some advice on our draft bylaws as it related to council and board structure. Paul has extensive experience with student society governance being a past student union executive and a person has worked with ABCS in the past. He recommends a more federated model for student societies as it's potentially "messier", but is more democratic and involves more students.
Next Steps	N/A

Meeting, Date	AGM Committee, August 20th
Parties Attending	VP Finance Corbett Gildersleve, VP University Relation Gabe Liosis, President Osob Mohamed, VP Student Services Matt Provost, Health Sci Rep Nafoni Modi, CRPC Sarah Edmunds, Transition Manager Lawrence Jones, Council Vice Chair Helen Sofia Pahou
Meeting Length (Hrs)	1.5 hours
Reason	Bi-weekly meeting
Summary and Outcome	<p>We discussed:</p> <ul style="list-style-type: none"> ● Technical considerations for the AGM and the upcoming meeting with MECS ● Options for incentivising students to attend <ul style="list-style-type: none"> ○ Prizes, raffles, inspirational messaging ● Date and Time of the AGM <ul style="list-style-type: none"> ○ October 26, 2020 - 3:30pm-6:30pm ● Auditor's availability <ul style="list-style-type: none"> ○ They're available ● Special Resolutions <ul style="list-style-type: none"> ○ They need to be done by September 18th so there's time for the board to approve and send to the membership by the end of September.
Next Steps	Prep for our meeting with MECS, next meeting is September 3rd

Meeting, Date	Building Committee, August 21st
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, VP Student Services Matt Provost, Building Manager John Walsh, Build SFU General Manager Marc

	Fontaine, SFU Project Managers
Meeting Length (Hrs)	1 hour
Reason	Monthly Meeting
Summary and Outcome	We received an update on the SUB Project: <ul style="list-style-type: none"> Substantial Completion of the building has been reached but we still need to have the space inspected by the city before we can occupy the building.
Next Steps	Our next meeting is in late September

Meeting, Date	Board Meeting, August 21st
Parties Attending	Board, Transition Manager Lawrence Jones, CRPC Sarah Edmunds, Communication Coordinator Sindhu Dharma
Meeting Length (Hrs)	4 hours
Reason	Biweekly Board Meeting
Summary and Outcome	<p>The board meeting covered:</p> <p>Motions</p> <ul style="list-style-type: none"> Passed an amendment to the update process for Issues Policies Approved the annual audit report Committed to hiring an Accessibility Coordinator before the end of the fiscal year Set the date of the AGM <ul style="list-style-type: none"> October 26, 2020 - 3:30pm-6:30pm Board approved in principle working towards changing the bylaws around merging Council and Board together Struck the hiring committee for the Accessibility Designated Assistant Approved the FASC Annual Plan Approving new Club Terms of Reference <ul style="list-style-type: none"> Some questions around the language of Clubs not having their own constitutions A middle-ground might be to have a default constitution but allow some customization for the groups that need it Having all 200+ clubs have customized constitutions is unwieldy and difficult to check/maintain Approved reimbursing international students on the board who are paying MSP payments <ul style="list-style-type: none"> SFSS pays the Employer Health Tax which includes Board stipends in the calculation. As such, these student board members are paying double. <ul style="list-style-type: none"> Affected board members recused themselves and left the meeting for the vote <p>Discussions</p> <ul style="list-style-type: none"> FIC-SFSS Membership Zoom Meeting Transcription Options <ul style="list-style-type: none"> By joining Techsoup we now have access to cheaper version of Zoom with transcription services Update on the SUB/MBC Safety Plan and Return to Work Plans Update on the Student Union and Consistency Group Donations <ul style="list-style-type: none"> Over \$5500 was donated to 16 causes by 14 groups Recommended that we celebrate this and our communication

	coordinator has agreed to start working on some media material
Next Steps	Next meeting is on September 4th

Meeting, Date	Chat with Council Vice Chair, August 22nd
Parties Attending	VP Finance Corbett Gildersleve, Council Vice Chair Helen Sofia Pahou
Meeting Length (Hrs)	1 hour
Reason	Talk about the Oversight Committee
Summary and Outcome	Helen wanted to talk about the Council Oversight Committee and ways it could function. We talked about <ul style="list-style-type: none"> • What kind of records should be reviewed • What kinds of questions to ask • Committee-level expectations and work loads • How to separate the person from the position when questioning or criticizing their actions and/or decisions
Next Steps	I'll be attending the first committee meeting to give advice if needed

Meeting, Date	SFSS-MECS Webinar Chat, August 24th
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, President Osob Mohamed, Transition Manager Lawrence Jones, MSC-Events Dipti Chavan, MECS Event Planner Justin Ankeman
Meeting Length (Hrs)	0.75 hours
Reason	Discuss AGM Support Options At SFU
Summary and Outcome	We discussed: <ul style="list-style-type: none"> • Tech options with Zoom for meetings • Polling/voting • Membership checking for accurate quorum/voting
Next Steps	I sent Justin the provincial edict that let us hold a virtual AGM and the requirements for it to be valid

Meeting, Date	Governance Committee, August 24th
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, VP Student Services Matt Provost, At-Large Rep Balqees Jama, Science Rep WeiChun Kua, CRPC Sarah Edmunds
Meeting Length (Hrs)	1 hour
Reason	Meeting Update
Summary and Outcome	We discussed a number of bylaw changes around the appointment of executives by council in the case of a vacancy before a by-election could be called
Next Steps	Feedback will be implemented into the draft bylaws

Meeting, Date	Psychoeducational Assessment Update, August 26th
Parties Attending	VP Finance Corbett Gildersleve, Education Rep Emerly Liu, VP Student Services Matt Provost, CRPC Sarah Edmund, Studentcare Kristin Foster, Studentcare, Studentcare Bahareh Jokar
Meeting Length (Hrs)	1 hour
Reason	We discussed the options for including Psychoeducational Assessments in the health plan.
Summary and Outcome	<ul style="list-style-type: none"> • Currently, would have to be extra-contract and the SFSS would have to pay for it • Would be covered by the reserve fund • Studentcare will check if using up mental health benefits to pay for part of the assessment is an insurance thing, or just custom practice of UVSS • Studentcare will check if there's a psychology network that supports/discounts these kinds of assessments like they do for dental, vision, etc.
Next Steps	Emerly and Sarah will check with Accessibility Committee to get additional feedback

Meeting, Date	Executive Meeting, August 26th
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, VP University Relations Gabe Liosis, VP Student Services Matt Provost, VP External Relations Samad Raza, VP Student Life Jennifer Chou, Transition Manager Lawrence Jones
Meeting Length (Hrs)	2 hours
Reason	Biweekly meeting
Summary and Outcome	<p>"State of the Society" address from Executive officers Safety plan, and Board work on campus</p> <ul style="list-style-type: none"> • John Walsh, Building Manager, has been looking at updating our Return to Work and Safety Plans so that they're using the most recent provincial rules • These plans were developed in late April <p>Development sessions for Fall 2020</p> <ul style="list-style-type: none"> • Talked about possible dev sessions in the fall and spring <ul style="list-style-type: none"> ○ I suggested media relations and Anti-racism/Anti-Oppression training
Next Steps	N/A

Meeting, Date	HR and Personnel Committee, August 27th
Parties Attending	VP Finance Corbett Gildersleve, VP Student Services Matt Provost, At-Large Rep Balqees Jama, Health Sci Rep Nafoni Modi, Transition Manager Lawrence Jones
Meeting Length (Hrs)	1 hour
Reason	Biweekly Meeting
Summary and Outcome	Discussed and approved in principle 2 professional development motions Discussed an ongoing grievance in-camera

Next Steps	FASC will review the professional development requisitions to see if any budget changes need to be made.
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Meeting, Date	After-grad UPass Discussion, August 27th
Parties Attending	VP Finance Corbett Gildersleve, Advancement & Alumni Engagement Manager Laurie Williams
Meeting Length (Hrs)	0.5 hours
Reason	Explore a post-graduation Upass or temporary transit subsidy
Summary and Outcome	<p>We talked briefly about the possibility of some kind of transit subsidy to support recent graduates in job search or others, as upass shock is a thing.</p> <p>Wasn't really possible right now and there's government program support for bus passes and such through employment programs.</p> <p>Also talked about possible ways for each group could support each other</p>
Next Steps	N/A

Meeting, Date	FASC Meeting, August 28th
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, VP Student Life Jennifer Chou, Business Rep Mehtaab Gill, App Sci Rep Harry Preet Singh, At-Large Rep Phum Lukkid, Finance Coordinator David Chin
Meeting Length (Hrs)	1 hour
Reason	Monthly meeting
Summary and Outcome	<p>Assigned team leads for the the remaining summer and fall term projects</p> <p>Approved two motions to recommend to the board to approve two different professional development requests.</p>
Next Steps	Contact each project lead to get them set up

Meeting, Date	Board Dev Session, August 28th
Parties Attending	Board, Asya ISC Student Life Coordinator, Tricia ISC Departmental Assistant Marcia ISC Director, Lisa ISC Associate Director, Jesse ISC Student Life Coordinator
Meeting Length (Hrs)	2 hours
Reason	Biweekly Dev Session
Summary and Outcome	<p>Discussed the Indigineous Student Center, their programs, and ways to make events and initiatives safer for indigineous students.</p> <p>Additionally talked about SFU's reconciliation efforts, how ISC handles institutional stalling.</p> <p>Discussions around the SFSS collecting and implementing indigineious protocols for future engagements with host nations</p>

Next Steps	Action Item: Corbett will work with Matt around an indigineous protocol framework
Meeting, Date	SFU-SFSS Gondola Campaign Meeting
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, President Osob Mohamed, VP External Samad Raza, VP Student Life Jennifer Choul VP Student Services Matt Provost
Meeting Length (Hrs)	1 hour
Reason	Go over SFU's campaign launch for the Gondola and ways the SFSS can support
Summary and Outcome	The Gondola public consultation will be from Sept. 1-30 and is being done via survey. SFU has a micro website ready to launch and a community-wide email ready. The SFSS needs to help signal boost and encourage students to fill out the survey.
Next Steps	The SFSS will set up a letter to send out to students and we'll be asking the board to share and promote engagement in the survey throughout the month

Projects and Events

Project/Event Title	Board Office Move
Updates and Upcoming Plans	The latest phase of the board office move occurred on August 31st where the last of the boxes were taken, as well as the exec office furniture.
Relevant Strategic Priorities	N/A
Total Time (Hrs)	3 hours

Project/Event Title	Administrative Restructuring
Updates and Upcoming Plans	We've filled the hiring committees for the Operations Organizer and Board Organizer. I'm on the HC for the OO position and Gabe has scheduled a meeting in early September to meet.
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	2 hours

Project/Event Title	Audit Report and Findings Letter
Updates and Upcoming Plans	The audit report was fully approved at the Board meeting on August 25th. The report needs to be signed by the President and VP Finance. Additionally, we will have to draft a response to the Findings Letter from the Auditor about issues they raised. Some items have already started to be worked on.
Relevant Strategic Priorities	N/A
Total Time (Hrs)	4 hours

Project/Event Title	Budget Projection Update
Updates and Upcoming Plans	<p>I have received an update on the fall enrollment numbers from SFU. Overall the numbers are similar to Fall 2019. I have requested a rough breakdown in full-time/part-time numbers as that impacts our revenue.</p> <p>With this information, and FIC's enrollment projection, we can create an updated budget projection. With strong enrollment numbers, our operational deficit will be shrunk from \$350K to something much less.</p> <p>FASC can then make budget adjustment recommendations to the Board</p>
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	2 hours

Project/Event Title	AGM - Bylaws and Financial Report
Updates and Upcoming Plans	As part of the Bylaw working group and governance committee, I am helping draft bylaws for membership approval at the AGM. I have mostly been providing VP University Relations Gabe Liosis with cleanup and bylaw structure advice while I finish up the Board office move project
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	5 hours

Project/Event Title	Branded Face Masks
Updates and Upcoming Plans	Working with Environment Rep Anuki Karunajeewa to secure 250 sfss branded masks to give out to staff, board, and students in the fall term to students stay safe in the fall on campus.
Relevant Strategic Priorities	Student Health and Wellbeing
Total Time (Hrs)	2 hours

VP Student Life (Jennifer Chou)

Meeting Summary and Comments

Meeting, Date	Aug 17 – Emerge SFU Executive Meeting
Parties Attending	Myself, Emerge SFU Executives, including SFSS VP External - Samad Raza
Meeting Length (Hrs)	1 hour
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none">• Oops I forgot we had a meeting so I was late• Gave updates about the portfolio project and hiring a digital marketing instructor
Next Steps	<ul style="list-style-type: none">• Promote how we're hiring

Meeting, Date	Aug 18 – Funding Reform Working Group
Parties Attending	Myself, Phum (SFSS At-large rep), other member services committee at-larges, club/DSU executives
Meeting Length (Hrs)	2 hours
Reason	Discuss funding reform
Summary and Outcome	<ul style="list-style-type: none">• Gave input on my experiences with funding and grants as an SFSS club executive
Next Steps	N/A

Meeting, Date	Aug 18 – SFSS Board social planning
Parties Attending	Myself, Science Rep – WeiChun Kua
Meeting Length (Hrs)	1 hour
Reason	Discuss planning our next SFSS Board social
Summary and Outcome	<ul style="list-style-type: none">• Came up with a really fun drawing game• Details:<ul style="list-style-type: none">○ This month's social will be "Telephone Drawing Game"!○ This game has a very low barrier and can be hilarious. If you have other work you need to get done but you still wanna have fun with us, this is the social for you!○ You will need:<ul style="list-style-type: none">■ Pen and paper OR■ A phone OR■ A whiteboard OR■ Basically anything you can draw on○ Rules:

	<ul style="list-style-type: none"> ■ A moderator (either WeiChun or Jen) will call out 2 names - a drawer and a watcher. ■ The moderator will message the drawer a phrase to draw (using pen and paper, your finger and a phone, a whiteboard, etc.). ■ The drawer will have a set amount of time to draw. ■ EVERYONE ELSE DO NOT WATCH THE ZOOM CALL ■ The drawer will then show the drawing to the watcher. The watcher will try to think of what phrase it could possibly be. ■ The moderator will call out the next watcher. The first watcher now becomes the drawer and will draw what they think the phrase is. The new drawing CANNOT BE 100% the same as the previous one - the moderator will check. ■ This goes on until the last person. The moderator will notify the last person and that person will write down what phrase they think it is. ■ At the end, everyone can show off their drawings. <ul style="list-style-type: none"> ○ The order of people drawing will be randomized each round. ○ For Board members waiting around for their turn, you can work on your Semester Reports (you are welcome Corbett). ○ Note: <ul style="list-style-type: none"> ■ If WeiChun is the moderator, phrases will be general (like "mowing the lawn"). ■ If Jennifer is the moderator, phrases will be SFSS-specific (like "attending a Board development session").
Next Steps	<ul style="list-style-type: none"> ● Send calendar invite ● Create Zoom link

Meeting, Date	Aug 19 – Meeting with SASS & FASS
Parties Attending	Myself, SASS Executives, some FASS student staff, FASS Student Engagement Coordinator, Brian Fox, SFSS FASS Rep - Sude
Meeting Length (Hrs)	30 mins
Reason	Discuss SASS and FASS Discord
Summary and Outcome	<ul style="list-style-type: none"> ● Talked about privacy concerns regarding our Discord servers (whether student- or staff-run)
Next Steps	N/A

Meeting, Date	Aug 19 – SFSS Council Meeting
Parties Attending	Myself, some SFSS Board members (rip I forgot which ones but I think VP Finance – Corbett, VP Student Services – Matt, VP University Relations – Gabe, At-large Rep - Phum), SFSS Council members
Meeting Length (Hrs)	1.45 hours
Reason	Regular meeting time

Summary and Outcome	<ul style="list-style-type: none"> Presented my liaison report: https://docs.google.com/document/d/1EeJsuOD4Iiv9b9V0LCA-8VOMz4b4fLvJvoc8bWSmP5s/edit Talked a lot about Greek Life Organizations and discussed how to address concerns regarding inclusivity of professional fraternities who are now given permanent SFSS club status
Next Steps	Set up a meeting with professional fraternities for ongoing conversation

Meeting, Date	Aug 21 - Music Event Meeting
Parties Attending	Myself, SFSS Events Committee At-Large Member (events lead for this), SFSS Environment Rep - Anuki Karunajeewa, SFSS Communications Coordinator - Sindhu, SFSS Events Coordinator - Dipti
Meeting Length (Hrs)	1 hour
Reason	Discuss the music event details
Summary and Outcome	<ul style="list-style-type: none"> Could do an Instagram social media campaign with SFU students submitting their favourite songs Prizes could be a yearly subscription to Spotify (\$60) and a 6-month subscription (\$30) Then could have an event over the weekend to stream music and study Event lead needs to double check with Rave what the process is for livestreaming, privacy-related issues, etc.
Next Steps	<ul style="list-style-type: none"> Work out logistics of the social media campaign and the event itself Submit agenda items and motions for this event for the next Events Committee meeting

Meeting, Date	Aug 21 - SFSS Board Meeting
Parties Attending	Myself, other SFSS Board members, SFSS Staff
Meeting Length (Hrs)	4 hours
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> My liaison report: https://docs.google.com/document/d/1qpp06anOyvFuy2tuXhcGUapzYel01BH7vRlRaPiOBXw/edit?usp=sharing Notable points: <ul style="list-style-type: none"> Extensive discussion on by-law reform giving Council more power - need better promotion of Council positions/elections, better orientation/training SFSS Annual General Meeting (AGM) called for Monday, October 26th, 2020 at 3:30pm Talked about FIC-SFSS Membership and how FIC students currently aren't SFSS members (they don't get U-Pass and other resources) despite paying a fee to the SFSS (\$119)
Next Steps	<ul style="list-style-type: none"> Email liaison report to Council chair

Meeting, Date	Aug 22 - Portfolio Project Meeting with SFU Surge
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Parties Attending	Myself, representative from SFU Surge
Meeting Length (Hrs)	45 min
Reason	Discuss the portfolio project details
Summary and Outcome	<ul style="list-style-type: none"> • Discussed how to address ethical concerns regarding compensation for students who partake in the workshop • SFU Surge shared their experiences writing contracts for a similar event
Next Steps	<ul style="list-style-type: none"> • Contact John from SFSS for advice • Wait for reply from IATSU and communicate updates to SFU Surge • Set up meeting between SFU Surge and Emerge SFU executives

Meeting, Date	Aug 23 - Call with SFU Taiwanese Association Representative
Parties Attending	Myself, representative from SFU Taiwanese Association
Meeting Length (Hrs)	22 min 23 seconds (so close to 22:22...)
Reason	Discuss SFU Taiwanese Association's contribution to Cultural Week at the end of September
Summary and Outcome	<ul style="list-style-type: none"> • This was wild I...literally was in bed in the dark at 12am talking about this event for the Events Committee...quarantine really be like that sometimes • Discussed ideas for an event and Instagram takeover <ul style="list-style-type: none"> ◦ Event: bubble tea workshop where the first 30 or so attendees get free bubble tea delivered to their house ◦ IG takeover: talk about the mid-autumn festival on @sfss_events Instagram stories (the festival is Oct 1)
Next Steps	<ul style="list-style-type: none"> • Send meeting notes • Email SFSS staff about whether we can get students' addresses to deliver bubble tea to them

Meeting, Date	Aug 24 - Emerge SFU Marketing Coordinator Interview
Parties Attending	Myself, marketing coordinator candidate, Emerge founder & SFSS VP External, Samad Raza
Meeting Length (Hrs)	1 hour
Reason	Interview marketing coordinator candidate
Summary and Outcome	<ul style="list-style-type: none"> • Asked some questions
Next Steps	<ul style="list-style-type: none"> • Decide who to hire

Meeting, Date	Aug 24 - Emerge SFU Board meeting
Parties Attending	Myself, Emerge SFU Board members
Meeting Length (Hrs)	2.5 hours
Reason	Regular meeting time

Summary and Outcome	<ul style="list-style-type: none"> • Updates on portfolio project • Updates on digital marketing workshop instructor • Go over draft of constitution and bylaws
Next Steps	<ul style="list-style-type: none"> • N/A

Meeting, Date	Aug 25 - SFSS Rebranding Working Group Meeting
Parties Attending	Myself, SFSS VP External - Samad Raza, SFSS VP Student Services - Matt Provost, SFSS Science Rep - WeiChun Kua, SFSS FCAT Rep - Haider Masood, SFSS President - Osob Mohamed, SFSS Communications Coordinator - Sindhu
Meeting Length (Hrs)	25 mins
Reason	Discuss rebranding SFSS
Summary and Outcome	<ul style="list-style-type: none"> • Discussed action items and plans for the rebranding project • Have to do research about SFSS history
Next Steps	<ul style="list-style-type: none"> • N/A

Meeting, Date	Aug 25 - SFSS Accessibility Advisory Committee Meeting
Parties Attending	Myself, AAC members, SFSS staff (Campaigns, Research, and Policy Coordinator - Sarah, Transition Manager - Lawrence)
Meeting Length (Hrs)	1 hour 20 mins
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> • Debrief document: https://docs.google.com/document/d/1ZvN05I-jGADiMA-WeGOHaE0tGOhx6FX3lDyJnpl0Zml/edit • Passed a motion to appoint 2 members and myself to the Accessibility Fund Bursary working group • Discussed the accessibility fund request form and how to improve it <ul style="list-style-type: none"> ○ Action item: test out screen reading on the form - both Word document and PDF versions ○ Action item: make further edits to the form as per the comments from AAC members • Went over psycho-educational assessments update and how students won't need referrals from the Centre for Accessible Learning so it wouldn't be a barrier to getting the assessment done
Next Steps	<ul style="list-style-type: none"> • Send debrief email • Complete action items listed above

Meeting, Date	Aug 26 - Meeting with MarketOne Media for Emerge SFU Digital Marketing Workshop
Parties Attending	Myself, MarketOne Media representative, Charles Chang Institute representative
Meeting Length (Hrs)	15 min 5 seconds 98 milliseconds
Reason	Discuss procuring a digital marketing instructor from MarketOne Media for Emerge SFU

Summary and Outcome	<ul style="list-style-type: none"> • Discussed possibility of having multiple instructors or guest lecturers • MarketOne Media will provide updates by the end of the week (or next week)
Next Steps	<ul style="list-style-type: none"> • Wait for MarketOne Media's response • Relay info back to the team

Meeting, Date	Aug 26 - SFU StreetFest Meeting
Parties Attending	Myself, SFU (Mark McLaughlin), SFSS Events Coordinator, Dipti
Meeting Length (Hrs)	1 hour
Reason	Discuss StreetFest
Summary and Outcome	<ul style="list-style-type: none"> • Mark gave us a demo of the VR version of SFU • I asked some questions like how the live Q&A sessions will work
Next Steps	<ul style="list-style-type: none"> • Reach out to SFSS Board members to ask availability for the live sessions • Ask about creating a gift card giveaway form on the SFSS website for StreetFest

Meeting, Date	Aug 26 - Events check-in
Parties Attending	Myself, SFSS Events Coordinator, Dipti
Meeting Length (Hrs)	30 mins
Reason	Discuss upcoming Events Committee meeting/events
Summary and Outcome	<ul style="list-style-type: none"> • Went over upcoming events • Discussed having club collaboration
Next Steps	<ul style="list-style-type: none"> •

Meeting, Date	Aug 26 - SFSS Exec Meeting
Parties Attending	Myself, all other SFSS execs, SFSS staff (Transition Manager - Lawrence)
Meeting Length (Hrs)	45 min
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> • Discuss how to engage students more as the entire Board not just the Executive • Discussed safety plans and how we should limit Board members working on campus for now • Went over development sessions for Fall 2020, like anti-racism development session, and a session by SFU Health & Counselling
Next Steps	<ul style="list-style-type: none"> • N/A

Meeting, Date	Aug 27 - Meeting with SFSS Events at-large member
Parties Attending	Myself, Events at-large member

Meeting Length (Hrs)	1 hour
Reason	Discuss holiday event-planning
Summary and Outcome	<ul style="list-style-type: none"> ● Came up with some ideas: <ul style="list-style-type: none"> ○ A craft event with a Michaels gift card prize ○ Make your own latte workshop ○ COstume contest ○ Butternut squash soup workshop ○ Themed game night ○ Spooky escape room ○ Candle-making ○ Horror movie night ○ Stranger Things Murder Mystery Night <ul style="list-style-type: none"> ■ Prize for each group: Netflix subscription ■ Could have some puzzles on Padlet
Next Steps	<ul style="list-style-type: none"> ● See if other Events Committee members are interested in helping plan

Meeting, Date	Aug 27 - SFSS x CJSF
Parties Attending	Jesse, SFSS At-Large Representative - Balqees Jama
Meeting Length (Hrs)	27 mins
Reason	Talk about collaboration opportunities with a podcast
Summary and Outcome	<ul style="list-style-type: none"> ● Discussed process of having a podcast ● Decided to be more collaborative so CJSF volunteers would help with the podcast ● This podcast would have a facilitator who would host each show/episode, and schedule clubs/other groups to be guests on the show <ul style="list-style-type: none"> ○ Guests can include: SFSS Board members, SFSS Councillors, clubs, DSUs, Out On Campus, Women's Centre, etc. ● The CJSF volunteer (or an SFSS Board member who is interested in helping out) can help with the show and prepare show notes to make each episode accessible
Next Steps	<ul style="list-style-type: none"> ● Gauge interest from SFSS Board members ● Send update email to CJSF

Meeting, Date	Aug 27 - SFSS Pets Meet n Greet Event Planning Meeting
Parties Attending	Myself, 2 other at-larges from the Events Committee, SFSS Events Coordinator, Dipti
Meeting Length (Hrs)	45 mins I think?
Reason	Plan the Pets Meet n Greet event
Summary and Outcome	<ul style="list-style-type: none"> ● Went through how the event would run - if too many attendees we'll use breakout rooms but otherwise we can stick with the main room ● Settled on a date and time - Wednesday, Sept 28th @ 4pm-5:30pm
Next Steps	<ul style="list-style-type: none"> ● Bring to the next Events Committee meeting (the one after this week's)

Meeting, Date	Aug 27 - Emerge SFU Exec Meeting
Parties Attending	Myself, other Emerge SFU execs
Meeting Length (Hrs)	A long time (we shifted from business to...other stuff)...4 hours...
Reason	Discuss hiring
Summary and Outcome	<ul style="list-style-type: none"> Brainstorm what to do with candidates we liked but weren't 100% a fit for the specific position they applied for Talk about other applicants/candidates
Next Steps	<ul style="list-style-type: none"> N/A

Meeting, Date	Aug 28 - SFSS Finance and Administrative Services Meeting
Parties Attending	Myself, other committee members including VP Finance - Corbett, At-Large rep - Phum, President - Osob, Applied Sciences rep - Harry, Business rep - Mehtaab, some SFSS staff
Meeting Length (Hrs)	50 mins
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> Passed motions to recommend to the Board to approve funds for some of our staff to do personal development courses I was interested in being a part of the working group for a Large Event Fund policy
Next Steps	<ul style="list-style-type: none"> See which students would be interested in being a part of the working group Set up meeting for working group

Meeting, Date	Aug 28 - SFSS Events Committee Meeting
Parties Attending	Myself, committee members
Meeting Length (Hrs)	1 hour (miraculously 1 hour despite the huge agenda)
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> Debrief document: https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL77GwfTG4J4Cvp326DM/edit Events calendar: https://www.notion.so/7bbd36f7f54042fa802038c826a0f8d1 Passed motions for these events: <ul style="list-style-type: none"> Music Fest - \$110 (\$60 and \$30 Spotify gift cards, with \$20 contingency) Samosas Food Workshop - \$170 (\$100 for instructor, \$50 for instructor's supplies/ingredients, \$20 contingency) Bullet Journaling Workshop - \$60 (\$50 instructor's fee and \$10 contingency) Club collaborations for the rest of the year - \$5,000 Had discussion on the following events: <ul style="list-style-type: none"> NHL watch party event (things are so uncertain right now but the Event Lead will be working on the event plan for this) Casual Conversations with Friends (people will talk about how they

	<ul style="list-style-type: none"> ○ made new friends at SFU and release the video for new students) ○ September events (refer to events calendar above) ○ Stranger Things Murder Mystery Night (assigned people to work on this event) ● Had a few updates reported by event leads for these events: <ul style="list-style-type: none"> ○ Food Justice Webinar (confirmed Friday, Sept 25 @ 1pm; the week after will be cultural themed with a possible Indigenous instructor) ○ Pad Thai Food Workshop (Post-event report: https://docs.google.com/document/d/1GX76L9RgOD0bck8SYHlmvzD3aoeNQLTD29jAg7ie34E/edit?usp=sharing) ○ SFSS Trivia Night (https://www.eventbrite.ca/e/sfss-trivia-night-tickets-118375017865) ○ Cultural Week (SFU Taiwanese Association, First Nations Student Association, Pakistan Student Association, SFU Students of Caribbean and African Ancestry, Samosas workshop were reached out to and confirmed; SFU Turkish Canadian Association, SFU KStorm, Indian Student Federation, and more were reached out to and awaiting confirmation) ○ Pets Social (great way to make new friends and see cute animals)
Next Steps	<ul style="list-style-type: none"> ● Send debrief email to Events Committee members ● Update debrief document with what happened during the meeting ● Email Sindhu with Club Collaboration update and send a work order to start the process for September ● Promote SFSS Trivia Night event: https://www.eventbrite.ca/e/sfss-trivia-night-tickets-118375017865

Meeting, Date	Aug 28 - Meeting with IATSU Representative
Parties Attending	Myself, IATSU Representative
Meeting Length (Hrs)	16 mins
Reason	Discuss Emerge SFU Portfolio Project
Summary and Outcome	<ul style="list-style-type: none"> ● The main issue was compensation for designers and students who are working on branding or design problems for businesses ● Discussed possible compensation like a 1-credit course or monetary compensation ● Went over next steps like connecting SFU Surge with IATSU and looking into funding and course credits
Next Steps	<ul style="list-style-type: none"> ● Email SFU Surge and IATSU

Meeting, Date	Aug 28 - SFSS Board Development Session
Parties Attending	Myself, some other Board members, Indigenous Student Centre (ISC) staff
Meeting Length (Hrs)	1.5 hours
Reason	Indigenous Student Centre had a presentation
Summary and Outcome	<ul style="list-style-type: none"> ● We discussed Indigenous programming and how we can incorporate Indigenous perspectives in SFSS
Next Steps	<ul style="list-style-type: none"> ● Get the ISC email to ask about getting an Indigenous speaker for Anu

Meeting, Date	Aug 28 - SFU SOCA Meeting
Parties Attending	Myself, SFU SOCA executives, SFSS At-Large Rep, Balqees
Meeting Length (Hrs)	1 hour 30 mins
Reason	Talk about Cultural Week and Dance week from SFSS Events
Summary and Outcome	<ul style="list-style-type: none"> ● Discussed Cultural Week and Dance Week and what we'd need from SFU SOCA <ul style="list-style-type: none"> ○ Would need confirmation on Instagram videos or Instagram live ○ Would need details of a workshop (if any) ● Set action items for SOCA to discuss with the rest of the team
Next Steps	<ul style="list-style-type: none"> ● N/A

Meeting, Date	Aug 29 - Emerge SFU Marketing Coordinator Interview
Parties Attending	Myself, Emerge SFU executives, interviewee
Meeting Length (Hrs)	1 hour
Reason	Get to know the candidate
Summary and Outcome	<ul style="list-style-type: none"> ● Discussed the candidate's experiences
Next Steps	<ul style="list-style-type: none"> ● Email candidates who I picked for the position

Meeting, Date	Aug 31 - FASS Check-in Meeting (General)
Parties Attending	Myself, other FASS Senior Welcome Leaders
Meeting Length (Hrs)	1 hour
Reason	Check-in regarding the SFU Welcome Day HIVES and workload
Summary and Outcome	<ul style="list-style-type: none"> ● Some people expressed concerns regarding welcome leaders and sending emails (it was tedious)
Next Steps	<ul style="list-style-type: none"> ● N/A

Meeting, Date	Aug 31 - FASS DSU Meeting
Parties Attending	Myself, other FASS DSU Representatives
Meeting Length (Hrs)	30 minutes
Reason	Updates
Summary and Outcome	<ul style="list-style-type: none"> ● Discussed privacy problems with Discord ● Promoted some of the SFSS Events including Club and DSU collaborations
Next Steps	<ul style="list-style-type: none"> ● Send SFSS Events calendar to FASS student staff to be promoted on FASS

	newsletters
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Meeting, Date	Aug 31 - Gondola Campaign Meeting with SFU
Parties Attending	Myself, SFU Project Coordinator, other SFSS execs (President - Osob, VP External - Samad, VP University - Gabe, VP Student Services - Matt, VP Finance - Corbett)
Meeting Length (Hrs)	1 hour
Reason	Discuss the launch of the Gondola Campaign
Summary and Outcome	<ul style="list-style-type: none"> • Discussed the background of routes being considered (3 - from Production Way, from Production Way but through Forest Grove, and Lake City Way) • Online survey recently launched <ul style="list-style-type: none"> ◦ https://engagetranslink.ca/burnaby-mountain-gondola • Telephone town halls • Need students and SFSS to help promote
Next Steps	<ul style="list-style-type: none"> • Help SFU promote the gondola survey

Meeting, Date	Aug 31 - Meeting with Marketing Assistant of Emerge SFU
Parties Attending	Myself, Emerge SFU Marketing Assistant
Meeting Length (Hrs)	15 mins 58 seconds
Reason	Discuss marketing for Fall 2020 workshops
Summary and Outcome	<ul style="list-style-type: none"> • Went over Fall 2020 workshops and when to post things by
Next Steps	<ul style="list-style-type: none"> • Review copy and design templates for promoting the workshops and curricula

Meeting, Date	Aug 31 - Emerge SFU Special Meeting
Parties Attending	Myself, other Emerge SFU Board members
Meeting Length (Hrs)	1 hour
Reason	Open new positions and approve recently drafted constitution and bylaws
Summary and Outcome	<ul style="list-style-type: none"> • The constitution and bylaws were drafted by Samad (SFSS VP External, Founder and Director of Emerge SFU) and Jennifer <ul style="list-style-type: none"> ◦ These were reviewed by other Emerge SFU members ◦ These are for internal use • We opened some positions like Events Coordinator and Research and Development Coordinator
Next Steps	<ul style="list-style-type: none"> • N/A

Meeting, Date	Aug 31 - Emerge SFU Board Meeting
Parties Attending	Myself, other Emerge SFU Board members, new hires
Meeting Length (Hrs)	1.5 hours

Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> • Appoint new hires • Finalize Fall 2020 workshop details • Give updates on other collaborations and web series • Talk about setting up feedback forms and marketing materials • Discussed orientation for new members
Next Steps	<ul style="list-style-type: none"> • Create video for clubs days

Projects and Events

Project/Event Title	Emerge SFU
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Meeting with MarketOne Media as referred by Charles Chang Institute (Venture Connection) • Meeting with IATSU representative regarding portfolio project • Revamped the website • Meeting with SFU Surge • Worked on constitution and bylaws of Emerge SFU • Filling out collaboration forms and making a promo video
Relevant Strategic Priorities	Student engagement University relations
Total Time (Hrs)	15 hours

Project/Event Title	SFU Disability and Neurodiversity Alliance
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Meeting postponed this week
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	0 hours this week

Project/Event Title	Cultural Groups Welcome Video
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Talked to FNSA about submitting their video
Relevant Strategic Priorities	<ul style="list-style-type: none"> • Student engagement • Student well-being
Total Time (Hrs)	0 hours? Like 5 mins

Project/Event Title	Mental Health Mondays Giveaway
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Planning to host a giveaway on the first Monday of every month • Month of September will be cinnamon buns gift card from Flourgirl Baking
Relevant Strategic Priorities	<ul style="list-style-type: none"> • Student engagement • Student well-being

Total Time (Hrs)	20 mins
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Project/Event Title	Bullet Journaling Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Event plan: https://docs.google.com/document/d/10vORclraVb-vhOmlO6TgaK9C_yDU7aGu/edit • Tuesday, Sept 22, 2020 @ 12pm - 1:30pm • Teach students how to start a bullet journal to stay organized
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	30 mins

Project/Event Title	Miscellaneous committee/Board work
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Emails, document organization • Club Collaborations briefing note • Other event plans (Bullet Journaling Workshop, Samosas Food Workshop, etc.) • Events calendar <ul style="list-style-type: none"> ◦ https://www.notion.so/7bbd36f7f54042fa802038c826a0f8d1?v=58172866b28245ec9c10cc270a72f243 • Supported many different events, like: <ul style="list-style-type: none"> ◦ Music Fest ◦ Stranger Things Murder Mystery Night ◦ Food Justice Webinar ◦ Cultural Week (reached out to different groups) ◦ Pets Meet n Greet
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	5 hours

Project/Event Title	Pad Thai Food Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Hosted the workshop – it was super fun • Edited the recording from the workshop
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	4 hours

Project/Event Title	StreetFest
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Briefing note here: https://drive.google.com/file/d/1yWlKfqnsF4OKDxBKUnkBxsM8fdGJbjjF/view?usp=sharing • This would be for SFSS getting a booth at StreetFest, which will be on a virtual reality platform this year • Filmed the Student Union Building for the tour video • Met with SFU to talk about StreetFest details

	<ul style="list-style-type: none"> Created LettuceMeet to see availabilities
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2 hours

Project/Event Title	Accessibility Bursary
Updates and Upcoming Plans	<ul style="list-style-type: none"> Briefing note: https://docs.google.com/document/d/1odY_21hzKbgLxZ8FhdaT5WpP70Bj9C9l/edit
Relevant Strategic Priorities	<ul style="list-style-type: none"> Student well-being Financial health
Total Time (Hrs)	1 hour

Project/Event Title	Aug 25 - Film SUB for StreetFest video
Updates and Upcoming Plans	<ul style="list-style-type: none"> This was fun The SUB is beautiful and so colourful
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	30 mins

Project/Event Title	SFSS Trivia Night
Updates and Upcoming Plans	<ul style="list-style-type: none"> https://www.facebook.com/events/316857316435928/ Happening Sept 4 @ 7pm Came up with trivia questions Sent emails re: Kahoot subscription Promoted event on many different platforms
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1 hour

Project/Event Title	Samosas Food Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> Event plan: https://drive.google.com/file/d/1mnHwFQxZzM-sxFygdOLH50SzOnXdEkZh/view?usp=sharing This will occur during Cultural Week on Saturday, Oct 3 @ 4pm
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	45 mins

Project/Event Title	Time Management Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Sep 14, 2020 @ 12pm - 2pm • Shay Hayashi will teach students how to use their time better and be more productive
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	5 min

Project/Event Title	Graphic Design Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Sent emails to TechBytes, a group of SFU IAT students who could host workshops • Confirmed dates of two workshops: <ul style="list-style-type: none"> ◦ Illustrator Workshop: Tuesday, September 15th, 7:30 PM - 9:00 PM ◦ Figma Workshop: Friday, September 18th, 7:30 PM - 9:00 PM
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	30 min

Project/Event Title	Large Event Fund Project
Updates and Upcoming Plans	<ul style="list-style-type: none"> • This is part of the Finance and Administrative Services Committee • Description from the annual plan: <ul style="list-style-type: none"> ◦ The SFSS's Fall Kickoff Concert financial issues, student club large-scale events like CaseIT, and the spring hackathon all speak to the need for better financial and planning policies. Work with the Members Services Committee and Governance committee to determine possible usage and financial controls/policies. • Reached out to some students to see if they had feedback or were interested in a working group
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	5 mins

Project/Event Title	Aug 26 - SFU Psychology Student Union (PSU) Elections
Updates and Upcoming Plans	<ul style="list-style-type: none"> • PSU FINALLY getting an SFSS Council Rep
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2.5 hours...it was a long election

Project/Event Title	Aug 28 - SFSS Board Social
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Played a drawing game, it was fun/hilarious

Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	3 hours

VP University Relations (Gabe Liosis)

Meeting Summary and Comments

Meeting, Date	Joint Working Group: SFSS By-Law Review, 08-17-2020
Parties Attending	President Osob Mohamed, VP University Relations Gabe Liosis, VP Finance Corbett Gildersleve, VP Student Services Matthew Provost, DNA Councillor Serena Bains, Engineering Science Councillor Alvin Vu, Vice Council Chair Helen Sofia Pahou
Meeting Length (Hrs)	2 Hrs
Reason	First Meeting of the Working Group
Summary and Outcome	<ul style="list-style-type: none"> - Introduction to the Working Group - Fixing minor errors in the Exec Portfolio Proposal - By-Law Proposal Batches - Had discussion on Executive Committee Vacancies, Council Interim Appointments to the Exec Cmte, and By-Elections <ul style="list-style-type: none"> - Action Item → Gabe to draft proposal - Had discussion on the Powers, Duties and Obligations of Council and Executive Committee
Next Steps	<ul style="list-style-type: none"> - Gabe → Draft Proposal for Exec Cmte Vacancies, Interim Appointments, and By-Elections

Meeting, Date	Chat with Vice Chair of Council, 08-17-2020
Parties Attending	VP University Relations Gabe Liosis, Political Science Councillor Helen Sofia Pahou
Meeting Length (Hrs)	0.5 Hrs
Reason	Catch-up on the SFSS By-Law Review and other SFSS related business
Summary and Outcome	N/A
Next Steps	N/A

Meeting, Date	COVID-19 Coalition, 08-18-2020
Parties Attending	Various representatives from SFSS, TSSU, Tuition Freeze Now, etc
Meeting Length (Hrs)	1 Hr
Reason	Called a meeting in response to tuition set to increase in the Fall
Summary and Outcome	<ul style="list-style-type: none"> - What can we do to stop tuition increases? What strategies? - Give education on what tuition is (how it works, the role students play - Conclusions: <ul style="list-style-type: none"> - Focus on education in the Fall - Vote to condemn the University at the SFSS AGM <ul style="list-style-type: none"> - Big public stand, involve as many public actors as possible, involve the gov't, bring attention to SFU's reputation, make it a societal issue of exploiting students

	<ul style="list-style-type: none"> - For now, focus on eliminating interest on late fees - Considerations for the future <ul style="list-style-type: none"> - Tuition strike - Enrolment strike
Next Steps	

Meeting, Date	Meeting with GSS about SFSS By-Law Review, 08-18-2020
Parties Attending	From SFSS: VP University Relations Gabe Liosis, VP Finance Corbett Gildersleve, President Osob Mohamed From GSS: Director of External Relations Matthew McDonald, Executive Director Pierre Cenerelli, Advocacy and Policy Advisor Harjap Grewal
Meeting Length (Hrs)	1 Hr
Reason	Discuss the GSS's experience/history with having a Council as its Board of Directors, to use this information as we move forward with our By-Law review.
Summary and Outcome	<ul style="list-style-type: none"> - Discussed how GSS operates with its current governing structures <ul style="list-style-type: none"> - Discussed pros and cons of this model - How the SFSS can move forward with its By-Law amendments
Next Steps	<ul style="list-style-type: none"> - Follow-up meeting/email if there are any more questions as we continue on with the By-Law Review

Meeting, Date	Food HUB, 08-19-2020
Parties Attending	VP External Relations Samad Raza, VP University Relations Gabe Liosis, VP Student Services Matthew Provost, Science Rep Weichun Kua, VP Finance Corbett Gildersleve.
Meeting Length (Hrs)	2 Hrs
Reason	Weekly SFU Food Hub Event
Summary and Outcome	<ul style="list-style-type: none"> - Overall good day, lots of people came - Tried out a new system of handing out food to reduce the spread of germs - Had a visit from MLA Katrina Chen
Next Steps	N/A

Meeting, Date	SUB Tour, 08-19-2020
Parties Attending	VP University Relations Gabe Liosis, VP External Samad Raza, VP Student Services Matthew Provost, Building Manager John Walsh, MLA Burnaby-Lougheed Katrina Chen
Meeting Length (Hrs)	1 HR
Reason	Scheduled SUB Tour for MLA Katrina Chen
Summary and Outcome	<ul style="list-style-type: none"> - Toured all floors of the new SUB building
Next Steps	N/A

Meeting, Date	SFSS Council
Parties Attending	Members of Council, some Members of the Board
Meeting Length (Hrs)	The meeting as around 1 hour but I was only able to attend for 20-25 minutes
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - I gave my 5 minute Executive Officer report to the Council and had to leave because I had a final exam!
Next Steps	N/A

Meeting, Date	Working Group - Study Areas, 08-20-2020
Parties Attending	Members of the Study Areas Working Group
Meeting Length (Hrs)	1 Hr
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the prepared Study Areas plan prepared by the Working Group <ul style="list-style-type: none"> - Discussion around sanitization frequency
Next Steps	N/A

Meeting, Date	Student Experience Initiative Working Group, 08-20-2020
Parties Attending	Members of the SEI Planning Group
Meeting Length (Hrs)	1.5 Hrs
Reason	Regularly Scheduled Bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> - Updates from Rummana (chair of the working group) - Roundtable Updates from members of the Working Group - Discussion about the on campus services available to students in the Fall <ul style="list-style-type: none"> - A document will be made available sometime soon to students - Discussion on the role of this Working Group going into the Fall semester
Next Steps	N/A

Meeting, Date	AGM Committee, 08-20-2020
Parties Attending	VP University Relations Gabe Liosis (Chair), VP Finance Corbett Gildersleve, President Osob Mohamed, VP Student Services Matthew Provost, Health Science Representative Nafoni Modi, Political Science Councillor Helen Sofia Pahou
Meeting Length (Hrs)	1.5 Hrs
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - View Minutes Here - Reviewed Action Items from last meeting - Discussion on Software for hosting AGM

	<ul style="list-style-type: none"> - Zoom? - Ask SFU the logistics of using Zoom for an AGM - Discussion of the contents of the AGM agenda <ul style="list-style-type: none"> - 3 special resolutions for By-Law review - Resolution to condemn the University for tuition hikes - Discussion on achieving quorum and implementing an RSVP system <ul style="list-style-type: none"> - Prizes? Incentives? - Discussion also included emphasizing the importance of the changes we are proposing in order to bring students to the meeting
Next Steps	<ul style="list-style-type: none"> - Decide what our meeting time for the Fall 2020 semester will be

Meeting, Date	SUB Building Committee, 08-21-2020
Parties Attending	SFSS VP University Relations Gabe Liosis, SFU Senior Director Erin Biddlecombe, SFSS VP Finance Corbett Gildersleve, SFU AVP Wade Parkhouse, SFSS VP Student Services Matthew Provost, SFU Chief Facilities Officer Larry Waddell, SFU Project Manager James Bremner, SFSS Build SFU General Manager Marc Fontaine, SFSS Building Manager John Walsh
Meeting Length (Hrs)	0.75 Hrs
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Open Session: <ul style="list-style-type: none"> - SUB Project Update from James Bremner - SUB Operations Planning Update
Next Steps	N/A

Meeting, Date	SFSS Board of Directors, 08-21-2020
Parties Attending	Members of the Board of Directors, SFSS Auditors
Meeting Length (Hrs)	3.5 Hrs
Reason	Regularly Scheduled Bi-weekly Board Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Motions: <ul style="list-style-type: none"> - Issues Policy Amendment - Approved the Auditors Report - Approved a motion to commit to hiring an Accessibility Coordinator - Approved the date of the SFSS 2020 AGM for Oct. 26th 2020 - Appointed members to the Accessibility Designated Hiring Committee - Approved the SFSS Clubs Terms of Reference - Approved the Finance and Administrative Services Annual Plan - Approved a motion to establish a working group on SFSS rebranding - Approved the Accessibility Advisory Committee Annual Plan - Presentation on the SFSS By-Law Review <ul style="list-style-type: none"> - Followed by a motion to support in principle the idea of Council being reorganized as the legal Board of Directors (passed unanimously) - More discussion items: <ul style="list-style-type: none"> - FIC-SFSS Membership (Board members seemed supportive of bring FIC students in as Associate Members of the SFSS). - Zoom meeting transcription of SFSS Board and Committee meetings

	<ul style="list-style-type: none"> - Discussion on Board members expectations - Updates from Events Committee
Next Steps	N/A

Meeting, Date	Governance Committee, 08-24-2020
Parties Attending	Members of the Governance Committee
Meeting Length (Hrs)	1.25 Hours
Reason	Regularly Scheduled Bi-Weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Received Updates from the By-Law Working Group - Discussion on the By-Law Review <ul style="list-style-type: none"> - (1) Discussed Draft Proposal put together by Gabe <ul style="list-style-type: none"> - made minor amendments - (2) Council Elections <ul style="list-style-type: none"> - The Committee overall seemed to favour a more centralized approach to Council elections but wanted to see some examples of other Student Societies Council elections first - Gabe → reach out to UBC AMS to see how their Council elections work - (3) Associate Membership <ul style="list-style-type: none"> - Gabe → to work with Haider Masood on bringing FIC students as Associate Members of the SFSS - However, before that, we can always insert a clause regarding Associate Membership to prepare for this.
Next Steps	<ul style="list-style-type: none"> - Gabe → reach out to UBC AMS to see how their Council elections work - Gabe → to work with Haider Masood on bringing FIC students as Associate Members of the SFSS - Gabe → Reach out to Anna to see generally when Student Unions normally hold elections in the academic year - Everyone → read all relevant Briefing Notes and Proposals

Meeting, Date	Student Affordability Working Group, 08-26-2020
Parties Attending	VP University Relations Gabe Liosis, President Osob Mohamed, GSS Director of External Relations Matt McDonald, Executive Director Student Affairs Tracey, Graduate Dean Jeff, Scott, Senior Director Ancillary Services Sid Mehta,
Meeting Length (Hrs)	1 Hr
Reason	First Scheduled Meeting of this Working Group
Summary and Outcome	<ul style="list-style-type: none"> - Introductions - Establishing Terms of Reference for the Group <ul style="list-style-type: none"> - This group is a component of the Joint Operations Group (JOG) - 4 Reps from Students, 4 Reps from SFU Administration - This group is to meet at least once a month - Agenda will be put together by the three co-chairs - First steps with the Student Affordability Project <ul style="list-style-type: none"> - Direct Costs, Indirect Costs, and Financial Assistance - Pick a project → such as the cost of textbooks - Gabe → get some more info on existing OER Working Group - Work on financial predictability and financial planning

	<ul style="list-style-type: none"> - Making the SFU community aware of the existence of this group (press release) - Hidden Costs, particularly for International Students - This group should focus on external relations as well, projects outside of the University's scope - Three Areas of Focus for this Working Group for the next while: <ul style="list-style-type: none"> - (1) OER and Accessible Course Materials - (2) Awareness and Education on Financial Predictability, financial planning and calculating - (3) Food Insecurity (and accessibility)
Next Steps	<ul style="list-style-type: none"> - Gabe → get some more info on existing OER Working Group; set-up meeting with Hope Power (OER Working Group Chair) - Students → Send SFU email to Melissa for Vault access

Meeting, Date	Executive Committee, 08-26-2020
Parties Attending	Members of the Executive Committee, Transition Manager Lawrence Jones, Admin Assistant Somayeh Naseri
Meeting Length (Hrs)	0.75 Hrs
Reason	Regularly Scheduled Bi-Weekly Meeting
Summary and Outcome	<p>Discussion Items:</p> <ul style="list-style-type: none"> - "State of the Society" Addresses <ul style="list-style-type: none"> - Could be like a Monthly Facebook Live Speeches - Osob → would like to see something more interactive, like a panel that can be recorded and posted. <ul style="list-style-type: none"> - Fairly low barrier and easy to plan - Gabe → splitting up into two sessions <ul style="list-style-type: none"> - (1) Executive Speeches - (2) Faculty Reps and At-Large Speeches - (3) Session with the Full Board - Osob → will talk to Board after the Dev Session on Friday - Safety Plan and Board Work on Campus <ul style="list-style-type: none"> - Food Hub: need to be very strict on safety protocols/guidelines, make sure you're socially distant and wearing masks <ul style="list-style-type: none"> - Especially for UAA Student At-Larges who are volunteering - Making sure there aren't too many volunteers present at once - Spreading out Food Hub users coming at one time - Update: Safety Plan has become a two prong project <ul style="list-style-type: none"> - (1) Building Manager has researched what a safety plan must look like. - A member of the Executive should sit on the Joint Health and Safety Committee. Osob volunteered to sit on the Committee. - Development Sessions for Fall 2020 <ul style="list-style-type: none"> - Start brainstorming ideas for Dev Sessions for the Fall semester, also within our respective portfolios. <ul style="list-style-type: none"> - Matt → Health and Counselling - Matt → ISC - Corbett → Media Relations - Corbett → Anti-racism training - Corbett → should also do Committee-specific Dev Sessions - Gabe → University Lobbying and Campaigning Strategies
Next Steps	<ul style="list-style-type: none"> - Osob → will talk to Board after the Dev Session on Friday about "State of the Society" address

Meeting, Date	Vice-President Advancement & Alumni Engagement Search Committee, 08-27-2020
Parties Attending	Members of the Search Committee
Meeting Length (Hrs)	1.5 Hrs
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Reviewed a Progress Report on prospective candidates for the position of VP Advancement & Alumni Engagement (confidential report)
Next Steps	N/A

Meeting, Date	COVID-19 Coalition, 08-27-2020
Parties Attending	Representatives from TSSU, SFSS; other Organizers
Meeting Length (Hrs)	1 Hr
Reason	Follow-Up Meeting after the last meeting re: response to tuition increases
Summary and Outcome	<ul style="list-style-type: none"> - Summarized what was discussed at the last meeting - We had a discussion on options for pushing back against tuition increases <ul style="list-style-type: none"> - (1) tuition strike - (2) enrolment strike - (3) Condemnation Vote of the University at the SFSS AGM - The group decided that a feasible course of action was to place a condemnation vote on the AGM agenda for the 2020 SFSS AGM
Next Steps	<ul style="list-style-type: none"> - Get language around a condemnation resolution from TSSU - Having a meeting next week around rebranding the coalition - Have a meeting the subsequent week around the tuition condemnation vote.

Meeting, Date	Joint Operations Group (JOG), 08-27-2020
Parties Attending	Representatives from SFSS, GSS and SFU
Meeting Length (Hrs)	1.5 Hrs
Reason	Regularly Scheduled Monthly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - SFSS and GSS gave major updates on projects and initiatives <ul style="list-style-type: none"> - I gave an update on the SUB, shared the date of our AGM, and announced the SFSS's intention to do another COVID-19 survey - SFSS asked what enrolment numbers look like for the Fall semester: <ul style="list-style-type: none"> - Undergraduate Headcount: <ul style="list-style-type: none"> - Domestic = 20,140 (+0.2% from 20,100 in Fall 2019) - International = 5,360 (+0.6% from 5,325 in Fall 2019) - Total = 25,500 (+0.3% from 25,425 in Fall 2019) - Asked if there was any chance the late fee penalty could be waived and to get rid of the 75% tuition paid requirement. - SFSS asked what were some of the safety guidelines and processes in place for students who will be coming to campus for in-person classes/labs. And are online class sizes being capped? - Update from the Student Affordability Working Group

Next Steps	N/A
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Meeting, Date	Study Areas Working Group, 08-27-2020
Parties Attending	Members of the Working Group
Meeting Length (Hrs)	** joined meeting late because of JOG, attended for about 20 minutes
Reason	Regularly Scheduled Working Group Meeting
Summary and Outcome	- Final touches on the Study Areas Document
Next Steps	N/A

Meeting, Date	Council Governance Committee, 08-27-2020
Parties Attending	Political Science Councillor Helen Sofia Pahou, SASSA Councillor Anthony Kim, SASU Councillor Kayla Chow, CSSS Councillor Ryan Vansickle, VP University Relations Gabe Liosis, VP Finance Corbett Gildersleve
Meeting Length (Hrs)	1.25 Hrs
Reason	First Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - The Chair led us through icebreakers, as it was the first meeting of the Committee. - The Committee had a discussion on goals for the Committee and creating expectations for the year - The Chair pitched an idea for a potential first project for the Oversight Committee - I gave a quick update on the By-Law review working group, and invited all interested Councillors to attend Working Group meetings
Next Steps	N/A

Projects and Events

Project/Event Title	SFSS By-Law Review
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Creating Draft By-Laws based on discussion and decisions made at Governance Committee and the By-Law Working Group - View all Briefing Notes and Proposals Here.
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	<p>August 17th - 4 Hours August 18th - 1 Hr August 20th - 0.5 Hrs (Meeting with Paul from BCGEU for advice) August 21st - 0.75 Hrs (preparing Board presentation) & 2 Hrs editing Draft By-Laws August 26th - 1.5 Hrs (creating Draft By-Laws with Corbett; <i>By-Law Partyyyyyy</i>) August 27th - 0.5 Hrs (editing Draft By-Laws) August 28th - 0.5 Hrs (editing Draft By-Laws + research on Constituency Groups) August 31st - 0.5 Hrs</p>

	Total = 9.25 Hrs
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Project/Event Title	Planning the 2020 SFSS Annual General Meeting
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Planning for the 2020 SFSS Annual General Meeting - Preparing Agenda Items - Communicating with Board members and Councillors regarding the logistics of the Members' Meeting
Relevant Strategic Priorities	Student Engagement, Organizational Development
Total Time (Hrs)	1 Hrs (outside AGM Planning Committee meetings)

Project/Event Title	Second SFSS COVID-19 Survey
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Drafting Questions for the COVID-19 survey that is set to go out to our membership between the Summer and Fall Semester
Relevant Strategic Priorities	Student Engagement, Student Well-Being, Student Financial Health, University Relations.
Total Time (Hrs)	2 Hours

Project/Event Title	Board Office Move-Out
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Packing all items in the SFSS Board Offices in MBC on Burnaby Campus, preparing for the Board and Staff move into the new offices in the Student Union Building
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	4 Hrs

At-Large Representative (Balqees Jama)

Meeting Summary and Comments

Meeting, Date	External and Community Affairs Committee, Aug 17
Parties Attending	Members of ECA Committee; Society Staff: Sarah Edmunds (Campaigns, Policy, and Research Coordinator)
Meeting Length (Hrs)	1 hr
Reason	Regularly scheduled bi-weekly meetings
Summary and Outcome	<p>Updates:</p> <p>Anti-TMX Letter</p> <ul style="list-style-type: none"> - Thirteen student unions across Canada and the United States have signed the letter, representing 180,000 students. It was also signed by the Union of British Columbia Indian Chief. - Will release the letter once a few more signatories have been added on. <p>U-pass</p> <ul style="list-style-type: none"> - U-pass is resumed for the Fall 2020 semester - All outside of Metro-Van qualify for exemption <p>Discussion</p> <p>Advocacy Projects</p> <ul style="list-style-type: none"> - Expressed which projects we are most interested in, and Samad (Chair and VP External) told us to connect with
Next Steps	Work with committee members also interested in taking on the same advocacy projects

Meeting, Date	Black, Indigenous, and People Of Colour Committee, Aug 18
Parties Attending	Members of BIPOC Committee; Society Staff: Sarah Edmunds (Campaigns, Policy, and Research Coordinator), S
Meeting Length (Hrs)	2 hrs
Reason	Regularly scheduled bi-weekly meeting
Summary and Outcome	<p>Discussion:</p> <p>Updates with Health and Counselling Services</p> <ul style="list-style-type: none"> - Confirmed meeting time (inviting H&C to the next BIPOC meeting) to discuss how SFU can start to establish BIPOC-appropriate programs and resources <p>SFU Athletics Team Name Change</p> <ul style="list-style-type: none"> - Celebrated Black students' and athletes' efforts, movement organizers', and allies efforts for leading to the Clan name being changed - Have concerns with the institutional racism at play throughout the process: <ul style="list-style-type: none"> - SFU President Andrew Petter's statement did not state that we were dropping the name due to racial connotations associated with the Ku Klux Klan. The statement is colour-blind and disingenuous. - The statement frames this situation as if the name-change was <i>his</i> decision (white-saviourism) while SFU admin have been ignoring Black athletes' calls up until the pressure from student activism became too much. We need to acknowledge advocacy and organizing efforts of Black athletes, movement organizers, and

	<ul style="list-style-type: none"> allies. - The statement acknowledges harm and trauma, but not specifically towards Black athletes and coaches, and yet, does not offer mental health resources - Committee agreed to launch a campaign with calls to action to rectify the situation by asking for respectful and truth acknowledgements, as well as commitment to increasing support for Black students and athletes <p>Strategic Planning for Upcoming year Main projects we want to focus on this year:</p> <ul style="list-style-type: none"> - Advocating for equitable BIPOC Health and Counselling at SFU - Advocating for designated Black Athletes Support - Creating SFSS Issues Policies - Pushing an Anti-Racism Initiative with the SFU-wide Anti-Racism Working Group (SFSS, GSS, TSSU, SFUFA, SFPIRG)
Next Steps	<p>Matt: Invite H&C to Sep 1st meeting at 4:00pm Balqees, Marie, and Nimrit begin organizing Athletics name-change (part 2) campaign Balqees Create an SFSS BIPOC Committee Strategic Plan for the year</p>

Meeting, Date	Board of Directors Meeting, Aug 21
Parties Attending	Board of Directors
Meeting Length (Hrs)	4 hrs
Reason	Regularly Scheduled Bi-Weekly Meeting
Summary and Outcome	<p>Motions</p> <ul style="list-style-type: none"> - Approved Auditors Report - Approved motion to hire an Accessibility Coordinator - Approved motion to confirm date of 2020 Annual General Meeting for October 26, 2020 - Approved SFSS Clubs Terms of Reference <ul style="list-style-type: none"> - Constituency groups could have their own constitutions, as long as in accordance with SFSS By-Laws - Approved motion striking hiring committee for Accessibility Designated Assistant - Approved the Finance and Administrative Services Annual Plan - Approved the Accessibility Advisory Committee Annual Plan - Approved a motion to establish a working group on SFSS rebranding - Approved reimbursing international students on the board of directors for MSP payments <p>Discussions</p> <ul style="list-style-type: none"> - Board and Council Restructuring - FIC Membership in SFSS - Zoom Meeting Transcription - SUB and MBC Safety and Return to Work Plans - Update on Departmental Student Unions and Constituency Groups Donations to Black and Indigenous Causes <ul style="list-style-type: none"> - To acknowledge and celebrate on social media - \$5,500 donated to 16 causes by 14 groups
Next Steps	

Meeting, Date	Governance Committee, Aug 24
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Parties Attending	Members of GOV Committee
Meeting Length (Hrs)	1.5 hrs
Reason	Regularly Scheduled Bi-Weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Updates from the By-Law Working Group Discussion: <ul style="list-style-type: none"> - Draft Proposal for Executive Positions - Council Elections <ul style="list-style-type: none"> - Debate between a centralized vs decentralized Council Elections - Two suggestions: <ul style="list-style-type: none"> - 1. SFSS hire IEC to run Council elections - 2. Each student group (DSU and Constituency) run their own election for a Council Rep. SFSS By-laws would only state that members must have appropriate notice the election must be open to all their membership - Associate Membership (Fraser International College) <ul style="list-style-type: none"> - Haider project lead
Next Steps	

Meeting, Date	Human Resource and Personnel Committee, Aug 27
Parties Attending	Members of HR and Personnel Committee
Meeting Length (Hrs)	1 hr
Reason	Regularly scheduled bi-weekly meetings
Summary and Outcome	Approved 2 motions for professional development In-camera discussion about an ongoing grievance
Next Steps	FASC to see if any budget changes need to be made for the professional development requisitions

Meeting, Date	CJSF 90.1 FM Radio, Aug 27
Parties Attending	Balqees Jama (At-Large), Jennifer Chou (VP Student Life), Jesse Wentzloff (CJSF 90.1 FM Public Affairs & Spoken Word Coordinator)
Meeting Length (Hrs)	1 hr
Reason	SFSS wants to start hosting a regular show to engage membership, in partnership with CJSF Radio
Summary and Outcome	CJSF has been wanting to establish with SFSS for a long time. SFSS predominantly in charge of planning and coordinating content, while CJSF (at least for the beginning) to support with production.
Next Steps	Meet with designated CJSF project liaison and begin planning shows (times, guests, topics)

Meeting, Date	SFSS Board Development Session with Indigenous Student Centre, Aug 28
Parties Attending	Board of Directors; Marcia (ISC Director), Lisa(ISC Associate Director, Tricia (ISC

	Departmental Assistant),), Jesse (ISC Student Life Coordinator), Asya (ISC Student Life Coordinator)
Meeting Length (Hrs)	2 hrs
Reason	Connect with ISC and work to better support Indigenous students
Summary and Outcome	Grateful for this session and relation-building. ISC presented their programming and ways to make things safer for indigenous students. We discussed building relations with host nations and ensuring we respectfully follow indigenous protocols. We also talked about how ISC deals with institutional stalling tactics (systemic racism), and SFU's reconciliation efforts.
Next Steps	Matt and Corbett to work on indigenous protocol framework

Projects and Events

Project/Event Title	SFU Rectifying their Athletics Team Name Change Statement
Updates and Upcoming Plans	Part 2 of I Am Not Your Clansman Campaign <ul style="list-style-type: none"> - Though advocacy efforts resulted in SFU changing the Clan name, Andrew Petter's disingenuous and colourblind statement shows SFU perpetuating institutional racism. Campaign to be launched ASAP to rectify and commit to providing resources
Relevant Strategic Priorities	Student Wellbeing University Relations
Total Time (Hrs)	7 hrs

Project/Event Title	BIPOC Health and Counselling
Updates and Upcoming Plans	Collaborating with Health and Counselling to ensure Black, Indigenous, and People of Colour have access to equitable and appropriate resources Upcoming: Specifying calls to action and more conversation to occur
Relevant Strategic Priorities	Student Wellbeing University Relations
Total Time (Hrs)	2 hrs

Project/Event Title	SFSS Podcast with CJSF Radio
Updates and Upcoming Plans	<ul style="list-style-type: none">- SFSS to host a regular show on CJSF- Connect with organizers and launch show in September
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	2 hrs

At-Large Representative (Phum Luckkid)

Meeting Summary and Comments

Meeting, Date	SFSS Funding Reform Focus Group, Aug 18
Parties Attending	Club & Student Union Executives, MSA committee
Meeting Length (Hrs)	3
Reason	Joint project of MSA and FASC
Summary and Outcome	https://docs.google.com/document/d/1eZ_2WAr9XMIJltydUVfcLhAuml8nSYvaHUbujiXfP9A/edit
Next Steps	Discuss results of focus group with MSC's, conduct MSA meetings discussing results of focus groups, implementing results through FASC

Meeting, Date	SFSS Council Meeting, Aug 19
Parties Attending	SFSS Council, Board of Directors
Meeting Length (Hrs)	3
Reason	Biweekly Council meeting
Summary and Outcome	Approved Sustainable Energy Engineering Student Society as a new student society Got roasted at council <ul style="list-style-type: none">- Council was concerned about Greek Life Organizations being permanently given club status as Phi Delta Epsilon has bylaws that do not promote the SFSS mandate of inclusivity- Particularly PhiDE requires students to have a certain gpa in order to be a part of the event planning process- Additionally PhiDE has a 100 dollar membership fee which is very expensive
Next Steps	Schedule meeting with Phi Delta Epsilon about changing bylaws

Meeting, Date	Accessibility Advisory Committee, Aug 25
Parties Attending	AAC members
Meeting Length (Hrs)	1
Reason	AAC meeting
Summary and Outcome	Formation of Accessibility fund Bursary working group <ul style="list-style-type: none">- Working group in order to develop a bursary for students with disabilities- Bursary would be available through application for students- Money would come out of the SFSS Accessibility fund Accessibility Fund Request form <ul style="list-style-type: none">- AAC to discuss making a separate form in order to use the accessibility fund to make SFSS events more accessible- Would be requested by clubs and student unions

	Psycho-educational assessment update <ul style="list-style-type: none"> - Psycho-educational assessments: assessments (tests) that diagnose things such as learning disabilities - SFSS would fund these assessments through added benefits through the health plan - Draft versions of the policies have been updated in the health form by Sarah
Next Steps	Discuss with MSCs about the request form, approve psycho-educational assessment policy amendments at the board

Meeting, Date	PSU Election, Aug 26
Parties Attending	Psychology Students, Tristan (PSU President), Yvonne (PSU VP)
Meeting Length (Hrs)	3
Reason	Attended Election for Psychology Student Union
Summary and Outcome	I voted We elected the entire board, the PSU are entirely new there were like 16 exec positions
Next Steps	Schedule meeting with Phi Delta Epsilon about changing bylaws

Meeting, Date	FASC Meeting, Aug 28
Parties Attending	F committee
Meeting Length (Hrs)	1
Reason	FASC meeting
Summary and Outcome	Out on Campus and Women’s Centre Instructor Virtual Workshops <ul style="list-style-type: none"> - Approved funding for OOC and WC coordinators to attend virtual workshops - Change Management, First Aid, Indigenous perspectives, and crisis response workshops Assigned project leads for FASC lead initiatives <ul style="list-style-type: none"> - Initiatives include Club & Student Union funding model reform, Investment policy overhaul, AGM funding, participatory budgeting (funding based on the “need” of an event rather than grant based) Discussion of Committee member workload for the fall semester
Next Steps	Work with AGM working group in order to conduct an annual financial report.

Meeting, Date	Events Committee Meeting, Aug 28
Parties Attending	SFSS Events Committee
Meeting Length (Hrs)	1
Reason	Events Committee Meeting
Summary and Outcome	Approval for “Music Festival” funding

	<ul style="list-style-type: none"> - Will be an event where students can come listen to music together on an online streaming platform - Money used for online streaming platform <p>Samosas Food Workshop</p> <ul style="list-style-type: none"> - Similar to Pad Thai workshop, students learn from an instructor how to make a samosa - Money used or instructor fees <p>SFSS Clubs Collaboration</p> <ul style="list-style-type: none"> - Reviving our club collaboration series where the SFSS sponsors events lead by clubs <p>NHL Watch Party updates</p> <ul style="list-style-type: none"> - Sindhu says we can do the event - Waiting on confirmation on when the nhl finals will be
Next Steps	Send out an email through the clubs newsletter gauging interest from clubs who want to collaborate, find a samosa cook instructor, wait for nhl finals date.

Projects and Events

Project/Event Title	SFSS Funding Reform Focus Group
Updates and Upcoming Plans	Conducted the meeting, gathered feedback
Relevant Strategic Priorities	Student Financial Health
Total Time (Hrs)	3

Project/Event Title	Greek Life Organization recognition
Updates and Upcoming Plans	Got generously recommended by Council to re-examine the bylaws with Phi Delta Epsilon. Will conduct a meeting with them to change their bylaws
Relevant Strategic Priorities	Student Well-Being
Total Time (Hrs)	2

Project/Event Title	SFSS A/V Cart
Updates and Upcoming Plans	No updates Will wait until the next MSA meeting to bring this up as a motion
Relevant Strategic Priorities	Student Financial Health
Total Time (Hrs)	0

Project/Event Title	NHL Watch Party
Updates and Upcoming Plans	<p>Event has been green-lit by Sindhu</p> <p>The future is impossible to predict, the recent athlete protest was discussed at the events committee meeting. It is possible that this could happen again.</p> <p>The hardest part of the event is not conducting it but to find a date (would probably involve waiting and predicting)</p>
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	1

Project/Event Title	SFSS Cultural Week
Updates and Upcoming Plans	<p>A calendar has been made with clubs who are interested in participating</p> <p>SFU taiwanese association and Pakistani Students Association has registered so far, more to follow</p>
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	1

Project/Event Title	Member Resources Project
Updates and Upcoming Plans	<p>Clubs terms of reference approved at board</p> <p>More "resources" to follow, the instruction manual on how to start a club and what is a club/student union has been uploaded</p>
Relevant Strategic Priorities	Student Financial Health
Total Time (Hrs)	1

Project/Event Title	Fall Clubs Day
Updates and Upcoming Plans	<p>Clubs Day has been planned</p> <p>Went to various DSU's and clubs to answer questions and explain the format of clubs day.</p> <p>Received feedback for the clubs day form and troubleshooting problems with videos and registration</p>
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	1

Project/Event Title	Honorarium fee increase
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Updates and Upcoming Plans	<p>Had several conversations with execs of Emerge and Matt about problems with honorarium fees</p> <p>Currently there is a hard limit of \$150 for honorariums, this punishes clubs and student unions that require honorariums.</p> <p>This is especially a problem for FNSA which requires a constant influx of guests for ceremonies.</p>
Relevant Strategic Priorities	Student Financial Health
Total Time (Hrs)	1

Project/Event Title	"Casual Conversations with Friends"
Updates and Upcoming Plans	<p>A fun podcast featuring friends of mine about how we made friends at SFU</p> <p>Will be posted on SFU new undergrads 2020 in order to help first years</p> <p>Will be very casual</p> <p>Event planning is underway, will decide on some topics to ground the conversation and record the conversation over the weekend</p>
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	3

Project/Event Title	Core Funding for Clubs
Updates and Upcoming Plans	<p>It seems a lot of clubs want core funding</p> <p>A funding model that works for clubs was presented at the focus group. IT will be a tax bracket system where all clubs get a certain amount of money and the more members a club has the more money they will receive</p> <p>This has currently taken a backseat to other pressing financial concerns such as the honorarium increase</p>
Relevant Strategic Priorities	Student Financial Health
Total Time (Hrs)	3

Applied Science Representative (Harry Preet Singh)

Meeting Summary and Comments

Meeting, Date	ECA meeting, 17th August
Parties Attending	ECA members
Meeting Length (Hrs)	1
Reason	ECA biweekly meeting
Summary and Outcome	Vice Chair Appointment TMX discussion Upass Exemption Discussion New Projects
Next Steps	Message your new projects on discord

Meeting, Date	SFSS BoD, 21st August
Parties Attending	BoD and Staff
Meeting Length (Hrs)	5
Reason	Discussion Agenda
Summary and Outcome	By-Law Review BOD and Issues Policies Amendment – Approving the Audit Report – Accessibility Coordinator – Fall 2020 Annual General Meeting – By-Law Review Council Transformation Medical fee reimbursement for international board members Privacy Policies SFSS rebranding Discussion items: FIC-SFSS Membership Zoom Meeting Transcription SUB Safety/Return to Work Plan Grievance Resolutions (in-camera) Student Union and Constituency Group Donations UPDATES Annual Plan from Accessibility Advisory Committee Events Committee
Next Steps	

Meeting, Date	FASC meeting, 28th August
Parties Attending	FASC members

Meeting Length (Hrs)	1
Reason	Committee meeting
Summary and Outcome	Women's Centre Coordinator Budget Reallocation Out on Campus Designated Assistant Budget Reallocation Discussion: Assigning Project Leaders Fall workload for committee members Interest Policy
Next Steps	

Meeting, Date	BoD Dev session, 28th August
Parties Attending	BoD, ISC
Meeting Length (Hrs)	2
Reason	Meeting with ISC, 28th August
Summary and Outcome	Discussed importance of Indigenous Awareness and Reconciliation Efforts
Next Steps	

Meeting, Date	Board Social , 28th August
Parties Attending	Weichen, Anuki, Jennifer, Osob, Matt, Corbett, Phum
Meeting Length (Hrs)	2
Reason	Board Social
Summary and Outcome	SFSS BoD can't draw
Next Steps	Drawing lessons for everyone.

Meeting, Date	FAS Funding, 28th August
Parties Attending	Jeffrey Leung,
Meeting Length (Hrs)	20 mins
Reason	FAS funding issue
Summary and Outcome	Got to know through Jeffrey that FAS has stopped funding of student groups and unions not citing any reasons.
Next Steps	Getting solid numbers for financial needs and communicating them to board, Add to the discussion item for the BoD agenda..

Projects and Events

Project/Event Title	FAS funding
Updates and Upcoming Plans	Got to know through Jeffrey that FAS has stopped funding of student groups and unions not citing any reasons.
Relevant Strategic Priorities	Communicated with different FAS Groups to understand the financial need and if SFSS can cover.
Total Time (Hrs)	1.5

Arts & Social Sciences Representative (Sude Guvendik)

Meeting Summary and Comments

Meeting, Date	17 Aug- ECAC
Parties Attending	Samad Raza, Osob Mohamed, Simran, Lulia, Harry, Weichun Kua
Meeting Length (Hrs)	60 mins
Reason	Bi-weekly
Summary and Outcome	Weekly updates on Upass exemption categories and TMX letter, media release. Discussion on upcoming advocacy projects - Upass is reinstated for Fall, TMX letter has signatures from 13 student unions that represent more than 180,000 students in Canada and the US
Next Steps	Reach out to more professors for more signatures (TMX) Members should coordinate with each other on similar projects/in itiations

Meeting, Date	Aug 19- Meeting with SASS & FASS
Parties Attending	SASS executives, FASS student staff, FASS student engagement Coordinator, Brian Fox, Jeniffer Chou
Meeting Length (Hrs)	1 hr
Reason	Discussion on SASS and FASS Discord
Summary and Outcome	- Privacy concern regarding the Discord servers - Student or stuff run channels monitored or not
Next Steps	N/A

Meeting, Date	TMX Meeting
Parties Attending	Justice no pipeline execs, DogwoodSFU, Victor, Weichun Kua
Meeting Length (Hrs)	4 hrs
Reason	Regular scheduled meeting
Summary and Outcome	Reviewing the strategies regarding TMX video, letter, media release and campaign
Next Steps	Complete the action items on google doc

Meeting, Date	Aug 31 FASS DSU Meeting
Parties Attending	FASS DSU representatives, VP Student life
Meeting Length (Hrs)	1 hr

Reason	Bi weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> - General updates: DSU Promo handed over to SASS - Discord Server: waiting on more information from the privacy office - SASS WOW: Linguistics and Political Science to join in - Elections: Philosophy, English, and History to have elections. - Clubs day: people are having trouble uploading their videos so instead of having it in mp4 change to .avi
Next Steps	N/A

Meeting, Date	TMX Letter release meeting
Parties Attending	Samad Raza, Osob Mohamed, Justice no pipeline execs, Weichun Kua, Anuki Karanjewa
Meeting Length (Hrs)	1 hr
Reason	Consultation from Samad and Osob before the letter release
Summary and Outcome	<ul style="list-style-type: none"> - Discussion on postponing the release - Got approval of the letter as well as the campaign from the president and VP external relations
Next Steps	N/A

Meeting, Date	SFSS Board Meeting, August 21, 2020
Parties Attending	Board members (Osob Mohamed (President), Samad Raza (VP External Relations), Corbett Gildersleve (VP Finance), Jennifer Chou (VP Student Life), Gabe Liosis (VP University Relations), Haider Masood (FCAT Representative), Nafoni Modi (Health Sciences Representative), WeiChun Kua (Science Representative), Balqees Jama (At-Large Representative), Phum Luckkid (At-Large Representative), Anuki Karunajeewa (Environment Representative), Sude Guvendik (FASS Representative), Mehtaab Gill (Business Representative), Emerly Liu (Education Representative), Harry Preet Singh (FAS Representative); Staff, Guests (Gary Wozny, and Pamela Felix)
Meeting Length (Hrs)	4 hrs
Reason	Bi-weekly meeting
Summary and Outcome	<p>Motions:</p> <ul style="list-style-type: none"> - <i>BOD and Issues Policies Amendment [Passed]</i> - <i>Approving the Audit Report [Passed]</i> - <i>Accessibility Coordinator [Passed]</i> - <i>Fall 2020 Annual General Meeting (AGM) [Passed]</i> - <i>By-Law Review Council Transformation</i> - <i>Accessibility Designated Assistant Hiring Committee</i> - <i>Club and Student Union Terms of Reference (TOR) [Passed]</i> - <i>Approving the FASC Annual Plan [Passed]</i> - <i>Medical fee reimbursement for international board members [Passed]</i> - <i>SFSS rebranding [Passed]</i> - <i>Approving the Accessibility Advisory Committee Annual Plan [Passed]</i> - <i>By-Law Review Council Transformation [Passed]</i>
Next Steps	N/A

Meeting, Date	Board Development session with ISC
Parties Attending	Board Members: Matthew Provost (VP Student Services), Osob Mohamed (President), Jennifer Chou (VP Student Life), Corbett Gildersleve (VP Finance), Nafoni Modi (Health Science Representative), Sude Guvendik (FASS Representative), Phum Luckkid (At-Large Representative), Samad Raza (VP External), WeiChun Kua (Science Representative), Harry Preet Singh (FAS Representative), Mehtaab Gill (Business Representative), Anuki Karunajeewa (Environment Representative) ISC Staff: Asya Touchie, Marcia Guno, Lisa Ogilvie, Tricia Livingston, Jesse Lecoy
Meeting Length (Hrs)	2 hrs
Reason	Bi weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> - Discussion the presentation-> supporting and creating safe space for indigenous students - The Board members talked about building relationship with the Host Nations
Next Steps	N/A

Projects and Events

Project/Event Title	Cultural Clubs Welcome Video
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Contacted student unions - Talked with Jeniffer regarding the guidelines and the organization of the cultural week
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2hrs

Project/Event Title	Trans Mountain Expansion Project (TMX) Advocacy and Awareness
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Will be releasing the letter in September. Looking for journalists who would cover this as exclusive
Relevant Strategic Priorities	Student Safety
Total Time (Hrs)	6 hrs

Business Representative (Mehtaab Gill)

Meeting Summary and Comments

Meeting, Date	SFSS Board Meeting Friday August 21st 2020
Parties Attending	Board members and Staff
Meeting Length (Hrs)	3
Reason	Bi-weekly board meeting
Summary and Outcome	<ul style="list-style-type: none">● Amended board policies● Approved audit report● Commit to hiring accessibility coordinator● Call the fall general meeting● Approve the Club terms of reference● Approve the FASC annual plan
Next Steps	n/a

Meeting, Date	FASC Meeting Friday August 28th 2020
Parties Attending	Committee members and finance coordinators and admin assistant
Meeting Length (Hrs)	1
Reason	Bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none">● Approve online course for women's centre coordinator to attend● Assigned project leaders● Discussed fall workload
Next Steps	n/a

Meeting, Date	Board Development Session Friday August 28th 2020
Parties Attending	Board members, and Indigenous Student Centre
Meeting Length (Hrs)	2
Reason	Bi-weekly development session
Summary and Outcome	<ul style="list-style-type: none">● Reflect on SFSS being proactive in terms of engagement with Indigenous students● Being more self aware and reaching out● Working to improve experiences of members of marginalized communities
Next Steps	n/a

Projects and Events

Project/Event Title	
Updates and Upcoming Plans	
Relevant Strategic Priorities	
Total Time (Hrs)	

Communication, Art & Technology Representative (Haider Masood)

Meeting Summary and Comments

Meeting, Date	[21st August] Board meeting
Parties Attending	Board Members and Staff
Meeting Length (Hrs)	4 hours
Reason	Bi-weekly board meeting
Summary and Outcome	<ul style="list-style-type: none">• VP UR Gabe liosis gave a by-law review presentation. The new change gives the council more power and holds the board accountable. Faculty reps will be removed from this position as they already hold a position in council.• Approved the finance and audit reports. FASC reviewed the draft audited financial statements of the SFSS. Build SFU is now increased to \$10 for full time students.• The motion was passed for the accessibility advisory committee to hire an accessibility coordinator by the end of 2020-21 fiscal year.• FALL AGM date selected (Oct 26th, 2020, 3:30pm).• Motion was passed for the update of clubs and DSUs terms of reference.• Discussion around the FIC-SFSS issue where I proposed the idea to include FIC students as associate members of SFSS. We need to do a by-law change.
Next Steps	

Meeting, Date	[25th August] SFSS rebranding
Parties Attending	[President] Osob Mohamed [VP ER] Samad Raza [VP SL] Matthew Provost [Science Rep] Weichun Kua and Sindhu Dharmarajah
Meeting Length (Hrs)	30 min
Reason	For the rebranding of the sfss logo
Summary and Outcome	<ul style="list-style-type: none">• Discussion around the steps to take in order to come up with a new logo. Before getting into design we need to do some research of what the logo wants to represent. The board members suggested words such as student power, justice etc. Current logo is very vague. First we need to decide the three main things the new logo will represent. We will have a weekly meeting to discuss the rebranding. The working group was further divided in two sub-groups where one is responsible for research on SFSS history and other will come up with design ideas.
Next Steps	Research on SFSS history

Projects and Events

Project/Event Title	FIC-SFSS issue
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Updates and Upcoming Plans	Had a meeting with VP UR Gabe Liosis and we decided next steps to take. Next step is to have a meeting with Sharla [FIC Director]
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	25 mins

Project/Event Title	SFSS Rebranding
Updates and Upcoming Plans	We had our first meeting and currently are doing research on the logo and design
Relevant Strategic Priorities	
Total Time (Hrs)	1 hour

Education Representative (Emerly Liu)

Meeting Summary and Comments

Meeting, Date	[August 18] Meeting With the Director of Centre for Accessible Learning (CAL)
Parties Attending	Director of CAL, SFSS Campaigns, Research and Policy Coordinator, Student At-Large member of the Accessibility Advisory Committee (AAC)
Meeting Length (Hrs)	1 hour
Reason	To discuss the Psycho-Educational Assessment policy
Summary and Outcome	- Gained clarity about CAL's role in the assessment policy - Learned more about neurodiversity and assessments
Next Steps	Meet with Studentcare

Meeting, Date	[August 20] ESA meeting
Parties Attending	ESA members
Meeting Length (Hrs)	1 hour
Reason	Bi-weekly
Summary and Outcome	Discussion: - Escape room event debrief - Potential participation in virtual Clubs Day - September welcome event "EDventure Day" - "Meet the Execs" Instagram project - Opening applications for fall executives - Token of appreciation for summer executives
Next Steps	N/A

Meeting, Date	[August 20] Anti-Racism Education Working Group
Parties Attending	SFSS Health Science Representative, Education Representative, Environment Representative, Student At-Large members
Meeting Length (Hrs)	1 hour
Reason	Bi-weekly
Summary and Outcome	Discussion: - FARM letter campaign - Renamed group the "Mandatory Anti-racism Education" working group
Next Steps	N/A

Meeting, Date	[August 21] Practice Peer Mentorship Training Session
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Parties Attending	Academic Advisor, temporary Peer Mentorship Program Supervisor, Senior Peer Mentors
Meeting Length (Hrs)	1 hour
Reason	To do a mock run-through of the event
Summary and Outcome	- Revised some sections of the presentation - Finalized schedule of speakers
Next Steps	Edit my powerpoint

Meeting, Date	[August 21] SFSS Board meeting
Parties Attending	SFSS Board of Directors (BOD), SFSS Admin
Meeting Length (Hrs)	3.5 hours
Reason	Bi-weekly
Summary and Outcome	<p>Motions:</p> <ul style="list-style-type: none"> - Approved the BOD and Issues Policies amendment - Approved the financial audit report - Approved the recommendation to the Board to hire an Accessibility Coordinator by the end of the SFSS 2020/2021 fiscal year - Approved the date and time for the SFSS fall 2020 Annual General Meeting (AGM) - Approved increasing the Council's oversight and accountability abilities within the By-Laws in principle - Appointed the SFSS VP Student Life and FASS Representative to the Accessibility Designated Hiring Committee - Approved the Club and Student Union Terms of Reference - Approved the Finance and Administrative Services Committee (FASC) annual plan - Approved to reimburse International Board members for excessive medical fees - Appointed the SFSS VP External, VP Student Life, VP Student Services, FCAT Rep, and Science Rep to the SFSS Rebranding working group - Approved the use of the Tactiq Chrome Extension <p>Discussion:</p> <ul style="list-style-type: none"> - FIC-SFSS membership - Zoom meeting transcription - SUB safety/return to work plan - Student Union and Constituency group donations - Board expectations around hours worked and attendance at meetings <p>Presentation:</p> <ul style="list-style-type: none"> - By-Law Review by the SFSS VP University Relations
Next Steps	N/A

Meeting, Date	[August 24] Peer Mentorship meeting
Parties Attending	Temporary Peer Mentorship Program Supervisor
Meeting Length (Hrs)	1 hour
Reason	To follow-up about my section of the training presentation
Summary and Outcome	- Finalized the information in my speaking section

Next Steps	Edit slides
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Meeting, Date	[August 25] Accessibility Advisory Committee meeting
Parties Attending	AAC members (VP Student Life, Education Rep, At-Large Rep, students At-Large), SFSS admin
Meeting Length (Hrs)	1.5 hours
Reason	Bi-weekly
Summary and Outcome	Discussion: - Accessibility Audit - Accessibility Fund Request Forms - Accessibility Bursary Briefing Note - Psycho-Educational Assessment Updates
Next Steps	Continue working on the Psycho-Educational Assessment project; meet with Studentcare

Meeting, Date	[August 26] Psycho-Educational Assessment Updates
Parties Attending	SFSS Campaigns, Research and Policy Coordinator, SFSS VP Student Services, SFSS VP Finance
Meeting Length (Hrs)	1 hour
Reason	To loop in the SFSS VP Student Services and SFSS VP Finance for support
Summary and Outcome	- Presented an overview of the project and policy draft - Discussed concerns to bring to Studentcare
Next Steps	Send out a when2meet to locate date and times we are all available to email to Studentcare to schedule a meeting

Meeting, Date	[August 27] SFSS meeting with Studentcare
Parties Attending	Studentcare Representatives Kristin and Bahareh, SFSS Campaigns, Research and Policy Coordinator, SFSS VP Student Services, SFSS VP Finance
Meeting Length (Hrs)	1 hour
Reason	To discuss the concerns that the Policy Coordinator and I had about the policy
Summary and Outcome	- The night before, the Policy Coordinator had compiled and sent an email to Studentcare containing all the issues that she and I had discussed through our conversations with CAL and the VP Student Services and VP Finance - Questions and answers from the meeting can be found here: https://docs.google.com/document/d/1MPvH98G56ozfLGUWyoWdzx4HcT7hRFcPihhM2av31fy/edit?usp=sharing
Next Steps	Discuss results of the meeting with the Accessibility Committee, connect Studentcare with SFU CAL, continue working on the policy

Meeting, Date	[August 31] Meeting with the University Board on Student Discipline (UBSD)
Parties Attending	Senate & Academic Services Assistant, Senate Assistant/Electoral Officer and UBSD Secretary
Meeting Length (Hrs)	1 hour
Reason	To review the role of UBSD members
Summary and Outcome	Discussion: - UBSD policies
Next Steps	Submit statement of interest to VP Academic

Projects and Events

Project/Event Title	[August 17] ESA event
Updates and Upcoming Plans	- The escape room event yielded the highest audience turnout of the semester (19 students) - Students completed the escape room successfully in 2 hours
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2 hours

Project/Event Title	[August 28] Faculty of Education Peer Mentorship training session
Updates and Upcoming Plans	- Successfully co-facilitated a training session for returning and new Peer Mentors
Relevant Strategic Priorities	Student engagement, university relations
Total Time (Hrs)	4 hours

Project/Event Title	Faculty of Education PDP Anti-Racism initiative
Updates and Upcoming Plans	- According to the Dean of Education, the Professional Development Program (PDP) is collaborating with community educator-activists to develop an anti-racism education series for the EDUC 400 module for this coming fall 2020 semester - The Faculty of Education Equity group and the Executive Committee plans to continue to include anti-racism education and anti-oppression pedagogy in EDUC 240 and 100 - EDUC 100 is a core mandatory lower division course for the Bachelor's degree
Relevant Strategic Priorities	University relations
Total Time (Hrs)	N/A

Project/Event Title	OER Campaign
Updates and Upcoming	- Discuss next phase of action with SFSS Faculty of Education Reps

Plans	<p>My current ideas</p> <ul style="list-style-type: none"> - Encourage instructors to report the use of OER to their respective faculties - Follow-up with Faculty of Education to request information about instructors who are using - Share information with the OER Working Group and SFU Bookstore to collate statistics for OER - Think about what to do with the footage that I shot last year with the OER Working Group members, how to incorporate student voices, and create a video - Collaborate with SFSS Campaigns, Research and Policy Coordinator to create a student petition
Relevant Strategic Priorities	- Student engagement, student well-being, student financial health
Total Time (Hrs)	N/A

Project/Event Title	Learning Disability/Psycho-educational Assessment Pilot Project
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Met with CAL to discuss their role - Discussed updates at the AAC - Met with Studentcare: https://docs.google.com/document/d/1MPvH98G56ozfLGUWyoWdZX4HcT7hRFcPihhM2av31fY/edit?usp=sharing - Re-discuss CAL's role in the assessment process - Completed policy will be brought to the Governance Committee for review
Relevant Strategic Priorities	- Student well-being, student financial health
Total Time (Hrs)	N/A

Project/Event Title	SFU Faculty of Education Resource Package
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Research involvement opportunities (primarily those available virtually) related to education and working with children and consolidate information in a virtual resource package for easy access - Collaborate with Faculty of Education Communications team to share guide
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	N/A

Environment Representative (Anuki Karunajeewa)

Meeting Summary and Comments

Meeting, Date	External committee August 17, 2020
Parties Attending	External committee members, staff and myself
Meeting Length (Hrs)	1 hour
Reason	Regular scheduled meeting
Summary and Outcome	Updates on TMX, and UPass exemption. Discussed a new advocacy project.
Next Steps	N/A

Meeting, Date	BIPOC committee August 18, 2020
Parties Attending	BIPOC committee members, staff and myself
Meeting Length (Hrs)	3 hours
Reason	Regular scheduled meeting
Summary and Outcome	Discussed: <ul style="list-style-type: none">- Health and Counselling updates- SFU Athletics team change name- Strategic planning for upcoming year
Next Steps	N/A

Meeting, Date	TMX meeting
Parties Attending	Justice no pipeline execs, DogwoodSFU, Weichun kua, victor, sude guvendik and myself
Meeting Length (Hrs)	3 hours
Reason	Regular scheduled meeting
Summary and Outcome	Discussed strategies regarding TMX video, letter and campaign
Next Steps	Complete action items

Meeting, Date	Mandatory anti-racism education (MARE) working group meeting August 20,2020
Parties Attending	MARE members and myself
Meeting Length (Hrs)	1 hour
Reason	Regular scheduled meeting

Summary and Outcome	Discussed strategic plan Who we want to address in this campaign Who we should contact Created email list for group and went over more logistics
Next Steps	Complete action items

Meeting, Date	Events committee meeting August 21, 2020
Parties Attending	Events committee members, staff and myself
Meeting Length (Hrs)	1 hour
Reason	Regular scheduled meeting
Summary and Outcome	Discussed food justice events and music events and other events.
Next Steps	Contact speakers for events

Meeting, Date	SFSS board meeting August 21, 2020
Parties Attending	SFSS board of directors, staff, guests and myself
Meeting Length (Hrs)	4 hours
Reason	Regular scheduled meeting
Summary and Outcome	Bylaw review presentation Motions passed: Policy amendment, Audit report, Accessibility coordinator, Agm time, Council transformation, Club TOR Discussed FIC/SFSS membership and Transcribing meetings
Next Steps	N/A

Meeting, Date	TMX letter release meeting
Parties Attending	Samad Raza, Osob Mohammed, Dogwoodsfu execs, Justice no pipeline execs, weichun kua and myself
Meeting Length (Hrs)	1 hour
Reason	To consult Samad and Osob before the letter release
Summary and Outcome	Discussed delaying release and got approval of the letter and campaign from Osob and Samad
Next Steps	N/A

Meeting, Date	Meeting with Nafoni August 20,2020
Parties Attending	Nafoni and myself
Meeting Length (Hrs)	1 hour

Reason	Discussing MARE working group
Summary and Outcome	Discussed our campaign strategy and who to contact for advice
Next Steps	Attend meetings and contact folks

Meeting, Date	Meeting with Marie Haddad and Othniel Spence August 27, 2020
Parties Attending	Marie Haddad, Othniel Spence, Nafoni Modi and myself
Meeting Length (Hrs)	1 hour
Reason	Get advice for MARE
Summary and Outcome	They gave us advice on issues they ran into regarding their athletics team name change, they also gave us people to contact.
Next Steps	Contact folks and take advice

Meeting, Date	Meeting with Marie Haddad and Trisha August 27,2020
Parties Attending	Marie Haddad, SFU Community engagement associate Trisha Dulku, Nafoni Modi, Myself
Meeting Length (Hrs)	1 hour
Reason	Get connected with Trisha and get advice She connected us with Milan Singh another staff member
Summary and Outcome	Trisha gave us advice for MARE
Next Steps	Take advice and contact folks

Meeting, Date	TMX meeting August 27, 2020
Parties Attending	Justice no pipeline execs, DogwoodSFU execs,
Meeting Length (Hrs)	4 hours
Reason	Regular scheduled meeting
Summary and Outcome	Discussed timeline of campaign, letter release and video release. We decided to delay the letter release and media release. We voted on how we will release and contact the media as well.
Next Steps	Follow timeline and release letter

Meeting, Date	Events committee meeting August 28, 2020
Parties Attending	Events committee members, staff and myself
Meeting Length (Hrs)	1 hour
Reason	Regular scheduled meeting

Summary and Outcome	Discussed new events including my food justice events and music events
Next Steps	N/A

Meeting, Date	SFSS board development session August 28, 2020
Parties Attending	SFSS Board of directors, ICS members, Staff and myself
Meeting Length (Hrs)	2 hours
Reason	Regular scheduled meeting
Summary and Outcome	Met ISC (Indigenous Student Centre) members - discussed, services they provide, events they host, what they do
Next Steps	N/A

Meeting, Date	BIPOC committee Sept 1, 2020
Parties Attending	BIPOC committee members, SFSS staff and myself
Meeting Length (Hrs)	2 hours
Reason	Regular scheduled meeting
Summary and Outcome	Addressing athletics name change. Health & counselling services presented on accessibility to BIPOC students and race and mental health
Next Steps	N/A

Projects and Events

Project/Event Title	Pad thai workshop
Updates and Upcoming Plans	I helped moderate the event, asked questions and enjoyed the event! Chef had a great time and he said he would do more events like this in the future
Relevant Strategic Priorities	N/A
Total Time (Hrs)	2 hours

Project/Event Title	Food justice events
Updates and Upcoming Plans	I'm planning two events on food justice, the first event I contacted my sociology professor and he will be speaking on food justice movements in the lower mainland and there will be a quiz and prizes. For the second event we will be having an Indigenous speaker, I will be contacting ISC to discuss and ask about honorarium and reimbursement processes.
Relevant Strategic	Contact ISC and find a speaker.

Priorities	Have social media ads for the events.
Total Time (Hrs)	4 hours

Project/Event Title	Music events
Updates and Upcoming Plans	I will work with Ahad from the events committee to do a weekly sfss music posts/shoutouts with prizes. Prizes will include spotify gift cards.
Relevant Strategic Priorities	Advertise and release the posts.
Total Time (Hrs)	3 hours

Project/Event Title	anti-TMX campaign
Updates and Upcoming Plans	Contacted all of the student unions in the United States, spoke with Alexandra from DogwoodBC to get in contact with reporters for the media release and to get advice from her in general. Worked on video script and discussed ideas regarding video and who to create it.
Relevant Strategic Priorities	Extended timeline for media and letter release.
Total Time (Hrs)	5 hours

Project/Event Title	Mandatory anti-racism education
Updates and Upcoming Plans	Got connected with Marie and Trisha, will contact professors and other relevant groups such as vancouver allies and Black vancouver. We are currently in the research stage of our campaign.
Relevant Strategic Priorities	Contact people and groups that can help us.
Total Time (Hrs)	5 hours

Project/Event Title	SFSS board social
Updates and Upcoming Plans	Played a picture telephone game, where we had to guess the phrase that the person before drew without having words to help us. It was so fun and we laughed a lot!
Relevant Strategic Priorities	N/A
Total Time (Hrs)	1.5 hours

Health Science Representative (Nafoni Modi)

Meeting Summary and Comments

Meeting, Date	BIPOC Committee, August 18
Parties Attending	BIPOC Committee members, staff
Meeting Length (Hrs)	2 hours
Reason	Regularly scheduled bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none">- Discussed topics include:<ul style="list-style-type: none">- Health and Counselling updates and talks about services to recommend to them and ways in which we may be able to collaborate with them- SFU Athletics team change name, campaign that will be put on regarding the lack of addressal of Black student labour and POC labour during the initial campaign- Strategic planning for upcoming year
Next Steps	

Meeting, Date	SFSS Council August 19
Parties Attending	Council Members, staff, guests
Meeting Length (Hrs)	1.5 hours
Reason	Regularly scheduled meeting
Summary and Outcome	<ul style="list-style-type: none">- Updates from various SFSS Execs, as well as council liaisons- Seat created for sustainable energy engineering- Discussed greek life on campus, specifically professional greek life
Next Steps	

Meeting, Date	AGM Committee, August 20
Parties Attending	AGM Members, staff
Meeting Length (Hrs)	1.5 hours
Reason	Regularly scheduled bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none">- How to get students to come to AGM, how to incentivize so that we may reach quorum- Date set as october 26th, 3pm-6pm- Platform to use in order to ensure that sfu students are counted properly and quorum is noted
Next Steps	

Meeting, Date	Call with Anuki, August 20
Parties Attending	Myself, Anuki
Meeting Length (Hrs)	1 hour
Reason	Discussing MARE working group
Summary and Outcome	- Strategizing for our campaign
Next Steps	

Meeting, Date	MARE, August 20
Parties Attending	Working group members
Meeting Length (Hrs)	1 hour
Reason	Regular meeting
Summary and Outcome	- Discussed <ul style="list-style-type: none"> - action items - Demands and calls for actions - What we want to see going forward
Next Steps	

Meeting, Date	SFSS Board Meeting, August 21
Parties Attending	BOD, staff, guests
Meeting Length (Hrs)	3 hours
Reason	Regularly scheduled bi-weekly meeting
Summary and Outcome	- Bylaw review presentation - Motions passed: <ul style="list-style-type: none"> - Policy amendment - Audit report - Accessibility coordinator - Agm time - Council transformation - Club TOR - Discussion items: <ul style="list-style-type: none"> - FIC/SFSS membership - Transcribing meetings -
Next Steps	

Meeting, Date	Call with Marie, Othniel, and Anuki, August 27
Parties Attending	Marie, Othniel, Anuki, Nafoni
Meeting Length (Hrs)	.5 hours

Reason	To discuss their campaign in order to see how MARE can be improved
Summary and Outcome	- Gave us helpful information, resources and tips in order to apply to MARE campaign
Next Steps	

Meeting, Date	Call with Anuki, August 27th
Parties Attending	Myself, Anuki
Meeting Length (Hrs)	1 hour
Reason	Discussing MARE working group
Summary and Outcome	- Discussed our call with Marie and Othniel
Next Steps	

Meeting, Date	Call with Marie, Trisha and Anuki, August 27
Parties Attending	Marie, Trisha, Anuki, Nafoni
Meeting Length (Hrs)	1 hour
Reason	- To discuss giving MARE Co-Curricular credit
Summary and Outcome	- Ways to pilot the project in order to make it feasible and sustainable
Next Steps	

Meeting, Date	SFSS Development Session, August 28th
Parties Attending	SFSS BOD, ICS members, Staff
Meeting Length (Hrs)	2.5 hours
Reason	Regularly scheduled bi-weekly meeting
Summary and Outcome	- Meeting with Indigenous Student Centre - What they do, services they provide, events they host
Next Steps	

Projects and Events

Project/Event Title	MARE
Updates and Upcoming Plans	- Research for and on relevant topics - strategizing for upcoming plans - Organizational and logistical planning with Anuki

Relevant Strategic Priorities	
Total Time (Hrs)	5 hours

Project/Event Title	Podcast
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Corresponding with Jennifer, CJSF - Research on podcasting
Relevant Strategic Priorities	
Total Time (Hrs)	2 hours

Project/Event Title	Board and Committee Work
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Replying to and sending out emails - Scheduling meetings with various individuals - Taking and organizing notes from meetings
Relevant Strategic Priorities	
Total Time (Hrs)	5 hours

Science Representative (WeiChun Kua)

Meeting Summary and Comments

Meeting, Date	External and Community Affairs (ECA) Committee Meeting, August 17th, 2020
Parties Attending	<p>Committee Members: Samad Raza (Chair, VP External) , Anuki Karunajeewa (Environment Representative), Harry Preet Singh (FAS Representative), Sude Guvendik (FASS Representative), WeiChun Kua (Science Representative), Balqees Jama (At-Large Representative), Iulia Zgreabăn (Student At-Large), Helen Sofia Pahou (Student At-Large), Osob Mohamed (President), Simran Dhadda (Student At-Large)</p> <p>Staff: Sarah Edmunds (Campaigns, Research, & Policy Coordinator)</p>
Meeting Length (Hrs)	1 hour
Reason	Regular Committee Meeting
Summary and Outcome	<p>Updates:</p> <ol style="list-style-type: none"> 1. TMX <ul style="list-style-type: none"> ○ The TMX letter has signatures from 13 student unions that represent over 180,000 students in Canada and the United States and prominent allied groups such as the Union of British Columbia Indian Chief and ○ Waiting for a few more signatures before we start reaching out to the media and release the letter. 2. Upass Exemption <ul style="list-style-type: none"> ○ Upass is being reinstated in Fall with students who are not residing in the Lower Mainland able to opt out of the program so they don't get charged <p>Discussions:</p> <ol style="list-style-type: none"> 1. New Advocacy Projects <ul style="list-style-type: none"> ○ Everyone picked 2 advocacy initiative they wanted to work on for the year and members will coordinate with others who are working on the same initiative
Next Steps	Members coordinate with each other on similar initiative and committee will invite someone to give training on lobbying

Meeting, Date	Science All-DSU Meeting, August 20th, 2020
Parties Attending	<p>Board Member: WeiChun Kua (Science Representative),</p> <p>SFU Staff: Thomas Leischner (Science Student Engagement Coordinator)</p> <p>DSU Execs: Stephanie Sonea (President, Chemistry Student Society), Shariq Ahsan (President, Physics Student Association), Ben Chang (President, BPK Student Association), TianXing Yang (Statistic and Actuarial Science Student Association Representative), Raiyan Syeda (Behavioral Neuroscience Student Society)</p>
Meeting Length (Hrs)	1 hr 30 mins
Reason	Regular Bi-weekly Meetings
Summary and Outcome	<p>Roundtable updates:</p> <ul style="list-style-type: none"> ● Physics and BPK ordered merch and are going to deliver to them people who

	<p>live in the Lower Mainland</p> <ul style="list-style-type: none"> • BPK finalized survey (student experience in online learning, core funding donation, and inclusivity) and sent out to the undergrad programming chair. <p>Discussions:</p> <ol style="list-style-type: none"> 1. Setting up meeting with Faculty of Science Deans <ul style="list-style-type: none"> ○ Meet and greet with the Deans and bring our concerns around Open Education Resources, Invigilation, Work and/or Co-op, and Student Union Spaces. ○ Will formalize agenda by Mid-September and meet in Mid-October 2. Fall Elections <ul style="list-style-type: none"> ○ Identified which DSU have elections coming up in Fall (BPK and CHEM) and discussed logistics of online elections. 3. Strategies/Plans for Representing while Remote <ul style="list-style-type: none"> ○ Discussed the potential for creating a First Year Rep position to advocate on issues and interest of first year Science students.
Next Steps	Work on agenda for meeting with Science Deans and set meeting time for Fall Semester

Meeting, Date	SFSS Board Meeting, August 21, 2020
Parties Attending	<p>Board Members: Osob Mohamed (President), Samad Raza (VP External Relations), Corbett Gildersleve (VP Finance), Jennifer Chou (VP Student Life), Gabe Liosis (VP University Relations), Haider Masood (FCAT Representative), Nafoni Modi (Health Sciences Representative), WeiChun Kua (Science Representative), Balqees Jama (At-Large Representative), Phum Luckkid (At-Large Representative), Anuki Karunajeewa (Environment Representative), Sude Guvendik (FASS Representative), Mehtaab Gill (Business Representative), Emerly Liu (Education Representative), Harry Preet Singh (FAS Representative);</p> <p>Staff: Sarah Edmunds (Campaigns, Research and Policy Coordinator), Sindhu Dharmarajah (Communications Coordinator), Lawrence Jones (Transition Manager)</p> <p>Guests: Auditors (Gary Wozny, and Pamela Felix)</p>
Meeting Length (Hrs)	4 hours
Reason	Regular Bi-weekly Meeting
Summary and Outcome	<p>Motions:</p> <ul style="list-style-type: none"> • BOD and Issues Policies Amendment [Passed] <ul style="list-style-type: none"> ○ amend Issues Policies POLICIES REVIEW AND APPROVAL PROCESS to read: Each policy will be reviewed annually. Where no change is required, the policy will remain in its current state. Where need or opportunities for improvement arise, policy shall be created, changed, or repealed as outlined in Board Policies R-1. • Approving the Audit Report [Passed] <ul style="list-style-type: none"> ○ Gary and Pamela gave a short presentation on SFSS audit report • Accessibility Coordinator [Passed] <ul style="list-style-type: none"> ○ Hire a accessibility coordinator since we are giving SFU Disability and Neurodiversity Alliance (DNA) space in the SUB by the 2020/21 fiscal year • Fall 2020 Annual General Meeting (AGM) [Passed] <ul style="list-style-type: none"> ○ Call the AGM for Monday, October 26th, 2020 at 3:30 PM • By-Law Review Council Transformation • Accessibility Designated Assistant Hiring Committee <ul style="list-style-type: none"> ○ The assistant would help make meeting more accessible, do research, funding request form for accessibility etc • Club and Student Union Terms of Reference (TOR) [Passed]

	<ul style="list-style-type: none"> ○ Currently, the TOR says clubs are not allowed to have their own constitution or any variation of sorts. Board members expressed concerns as having values, mission and goals for a club is really important, and that is usually in the club's constitution. ○ Member Services Advisory Committee will look into amending the TOR about clubs having their own constitution. ● Approving the FASC Annual Plan [Passed] ● Medical fee reimbursement for international board members [Passed] <ul style="list-style-type: none"> ○ Board members who are also International Students are getting charged double, as the SFSS pay the Employer Health Tax which is calculated in the Board's stipends. ○ Board members who are also International students abstained and/or left during voting. ● SFSS rebranding [Passed] <ul style="list-style-type: none"> ○ Appointed Samad Raza, Matthew Provost, Jennifer Chou, Haider Masoon, and WeiChun Kua to the SFSS rebranding working group. ● Approving the Accessibility Advisory Committee Annual Plan [Passed] ● By-Law Review Council Transformation [Passed] <ul style="list-style-type: none"> ○ Board approved the principle of moving towards the merging of Board and Council for more accountability and empowerment of Council. <p>Discussions:</p> <ol style="list-style-type: none"> 1. Fraser International College (FIC) - SFSS Membership <ul style="list-style-type: none"> ○ Haider is working on making FIC Students, Associate Members of SFSS 2. Zoom Meeting Transcription <ul style="list-style-type: none"> ○ SFSS joined Techscup, so we have a cheaper version of zoom with transcription services 3. Student Union and Constituency Group Donations <ul style="list-style-type: none"> ○ \$5,500 was donated to 16 causes by 14 groups
Next Steps	N/A

Meeting, Date	Governance Committee Meeting, Aug 24, 2020
Parties Attending	<p>Committee Members: Gabe Liosis (Chair, VP University Relations), Osob Mohamed (President), Corbett Gilversleve (VP Finance), Balqees Jama (At-Large Representative), Matthew Provost (VP Student Services), WeiChun Kua (Science Representative)</p> <p>Staff: Lawrence Jones (Transition Manager), Sarah Edmunds (Campaigns, Research and Policy Coordinator)</p>
Meeting Length (Hrs)	1 hour
Reason	Regular Bi-weekly Meeting
Summary and Outcome	<p>Discussion Item:</p> <ol style="list-style-type: none"> 1. Update from By-Law Review Joint Working Group <ul style="list-style-type: none"> ○ Executive Officer portfolio: changing First Vice President to The Vice-President Internal and Organizational Development and VP Finance an Operations to VP Finance and Services ○ Bylaw Amendment chunks and special resolution 2. Vacancy and by-elections <ul style="list-style-type: none"> ○ Discussed the appointment of Executives by council if any one of the positions were to become vacant before a by-election is called.
Next Steps	Work on draft by-laws and implement feedback from this meeting.

Meeting, Date	SFSS Rebranding logo, August 25th, 2020
Parties Attending	Board Members: Osob Mohamed (President), Matthew Provost (VP Student Services), Jennifer Chou (VP Student Life), Samad Raza (VP External), Haider Masood (FCAT Representative), WeiChun Kua (Science Representative) Staff: Sindhu Dharmarajah (Communications Coordinator)
Meeting Length (Hrs)	30 mins
Reason	Start discussion on rebranding of SFSS
Summary and Outcome	<ul style="list-style-type: none"> Jennifer, Samad and Sindhu will work on the design Haider, Matt and I will work on the researching the history, messaging and meaning of the logo
Next Steps	Do research on past logos and notable historical moment in the SFSS

Meeting, Date	SFU C19 Coalition Meeting
Parties Attending	C19 Coalition Members, Osob Mohamed (President), Gabe Liosis (VP University Relations), Balqees Jama (At-Large Representative), WeiChun Kua (Science Representative)
Meeting Length (Hrs)	1 hour
Reason	Discuss potential action regarding tuition hike in Fall
Summary and Outcome	<ul style="list-style-type: none"> We've asked SFU nicely to waive the interest fee but they are not willing Discussed about having a condemnation vote at the next SFSS AGM
Next Steps	Bring condemnation vote discussion to the board table

Meeting, Date	Board Development Session with Indigenous Student Centre (ISC)
Parties Attending	Board Members: Matthew Provost (VP Student Services), Osob Mohamed (President), Jennifer Chou (VP Student Life), Corbett Gildersleve (VP Finance), Nafoni Modi (Health Science Representative), Sude Guvendik (FASS Representative), Phum Luckkid (At-Large Representative), Samad Raza (VP External), WeiChun Kua (Science Representative), Harry Preet Singh (FAS Representative), Mehtaab Gill (Business Representative), Anuki Karunajeewa (Environment Representative) ISC Staff: Asya Touchie, Marcia Guno, Lisa Ogilvie, Tricia Livingston, Jesse Lecoy
Meeting Length (Hrs)	2 hours
Reason	Regular Bi-weekly Development Sessions
Summary and Outcome	<ul style="list-style-type: none"> ISC gave a presentation on the work that they do to support and create a safe space for Indigenous students to talk about issues and thrive. ISC also talked about their work with SFU and how the Aboriginal Reconciliation Council (ARC) has no actual governance power. The board talked about building a relationship with the Host Nations.
Next Steps	Will have more meetings with ISC and incorporate Indigenous cultural practices into the SFSS such as our honorarium and reimbursement protocol.

Meeting, Date	Black, Indigenous, and People of Colour (BIPOC) Committee Meeting, Sept 1st, 2020
Parties Attending	<p>Committee Member: Matthew Provost (Co-chair, VP Student Services), Balqees Jama (Co-chair, At-Large Representative), WeiChun Kua (Science Representative), Osob Mohamed (President), Anuki Karunajeewa (Environment Representative), Marie Haddad (Student At-Large), Monique Leslie (Student At-Large), Nimrit Basra (Student At-Large), Victor Yin (SFSS Council & Out On Campus Representative), Zaina Khan (Student At-Large)</p> <p>Staff: Somayeh Naseri (Administrative Assistant), Sarah Edmunds (Campaigns, Research and Policy Coordinator)</p> <p>Guest: Sun Woo (Student)</p>
Meeting Length (Hrs)	3 hours
Reason	Regular Bi-weekly Committee Meeting
Summary and Outcome	<p>Discussion:</p> <ul style="list-style-type: none"> ● SFU Team-Name Change Response <ul style="list-style-type: none"> ○ Joy Johnson's term started today and Andrew Petter stepped down. ○ Marie, Balqees and Nimrit will work on rewording the statement as it was originally addressed to Andrew Petter but will still hold him accountable alongside SFU as an institution. ● Discussion SFU Health and Counselling Services (HCS) <ul style="list-style-type: none"> ○ A long discussion on how HSC can better support BIPOC students with dedicated support for each group and not the lumping together of BIPOC approaches ○ HSC is very willing to listen, work, and also provide support to the BIPOC committee on lobbying SFU for more funding etc. ○ BIPOC committee shared a living doc with HCS with calls to action we want to see from them.
Next Steps	Work on SFU Team-Name Change Response and releasing it sometime this week

Projects and Events

Project/Event Title	Trans Mountain Expansion Project (TMX) Advocacy and Awareness
Updates and Upcoming Plans	<ul style="list-style-type: none"> ● Will be releasing the letter sometime in early Sept. Looking for a journalist who will cover it as an exclusive. ● Alexandra Woodsworth (Dogwood's Campaigns Manager) gave us advice on media release and strategized the public release of the letter.
Relevant Strategic Priorities	Student Safety and Wellbeing
Total Time (Hrs)	8 hours

Project/Event Title	SFSS Burnaby Food Hub Program
Updates and Upcoming Plans	<ul style="list-style-type: none"> ● Katrina Chen came to visit the food hub and will be donating masks and some for us to distribute to students. ● Averaging around 30+ students coming every week to pick up food.
Relevant Strategic	Student Wellbeing

Priorities	
Total Time (Hrs)	8 hours