

# BOARD COMMITTEE AND WORK REPORTS

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## **SFSS BOARD WORK REPORT**

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[Business Representative \(Mehtaab Gill\)](#)  
[Communication, Art & Technology Representative \(Haider Masood\)](#)  
[Education Representative \(Emerly Liu\)](#)  
[Environment Representative \(Anuki Karunajeewa\)](#)  
[Health Science Representative \(Nafoni Modi\)](#)  
[Science Representative \(WeiChun Kua\)](#)

# SFSS BOARD COMMITTEE UPDATE

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

## Accessibility Advisory

<b>Committee Chair</b>	Jennifer Chou (VP Student Life)
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1 hour 8 mins
<b>Summary</b>	<ul style="list-style-type: none"> <li>● This meeting ended at 11:11am!!! nice</li> <li>● Debrief document:  <a href="https://docs.google.com/document/d/1ZvN05l-jGADiMA-WeGOHaE0tGOhx6FX3lDyJnpl0Zml/edit">https://docs.google.com/document/d/1ZvN05l-jGADiMA-WeGOHaE0tGOhx6FX3lDyJnpl0Zml/edit</a></li> <li>● Main highlights <ul style="list-style-type: none"> <li>○ Passed a motion to provide accessibility funding (CART and ASL) for SFU Disability and Neurodiversity Alliance's Self-Advocacy During COVID-19 event (\$1,350)</li> <li>○ Discussed the accessibility grant form and its improvements - however we need to optimize it for screen readers (without confusing tables)</li> <li>○ Talked about delaying the audit (in-person) but will reach out to potential auditors to see if they can do a remote audit (looking at building plans)</li> <li>○ Went over the accessibility bursary and how it would be different from the accessibility grant (the bursary would be broader and is tied to a specific person rather than different events or services)</li> </ul> </li> </ul>
<b>Ongoing Projects</b>	<ul style="list-style-type: none"> <li>● Hiring Accessibility Designated Assistant</li> <li>● Psycho-educational Assessments</li> <li>● Setting up bursary using the fund</li> <li>● Accessibility audit for the SUB</li> <li>● Collaboration with SFU Health &amp; Counselling</li> <li>● Clear Masks</li> <li>● Improving accessibility fund request form</li> </ul>
<b>Relevant Strategic Priorities:</b>	<ul style="list-style-type: none"> <li>● Student well-being</li> <li>● Student financial health</li> </ul>

## Black Indigenous People of Color

<b>Committee Chairs</b>	Balqees Jama & Matthew Provost
<b># of Meetings</b>	1

<b>Total Time (Hrs)</b>	3 hours
<b>Summary</b>	We heard updates on SFU Athletics team name change response and <i>OURDecisionSFU</i> campaign. We also invited Health and Counselling to this meeting to begin discussion around BIPOC H&C support. Ultimately, SFU needs to hire BIPOC professionals to create and implement programs to support the varied and nuanced groups, especially targeted support for Black and Indigenous students. Conversations to continue.
<b>Ongoing Projects</b>	<ul style="list-style-type: none"> <li>- BIPOC Health and Counselling Support</li> <li>- OUR Decision SFU Campaign (SFU Athletics Team Name Change Response)</li> </ul>
<b>Relevant Strategic Priorities:</b>	Student Wellbeing University Relations

## Events

<b>Committee Chair</b>	Jennifer Chou (VP Student Life)
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1 hour
<b>Summary</b>	<ul style="list-style-type: none"> <li>● Meeting debrief notes: <a href="https://docs.google.com/document/d/1UOMnCiRZEwGxwvvn0koCxlGnAL77GwfTG4J4Cvp326DM/edit">https://docs.google.com/document/d/1UOMnCiRZEwGxwvvn0koCxlGnAL77GwfTG4J4Cvp326DM/edit</a></li> <li>● Discussed October events <ul style="list-style-type: none"> <li>○ Modern Family Trivia Night</li> <li>○ Music Trivia</li> <li>○ Friends Trivia Night</li> <li>○ NHL Watch Party (tentative)</li> <li>○ Mental Health Workshop</li> <li>○ Horror Movie Night Bingo/Trivia</li> <li>○ Dance workshops</li> <li>○ Cooking workshop</li> <li>○ Lantern craft workshop</li> <li>○ Spooky paint night</li> </ul> </li> <li>● Asked for volunteers to help moderate breakout rooms for the Stranger Things Murder Mystery Night event</li> </ul>
<b>Ongoing Projects</b>	<ul style="list-style-type: none"> <li>● SFSS Trivia Night</li> <li>● Mental Health Mondays Giveaways</li> <li>● Student Time Management Workshop</li> <li>● Food Justice Webinar</li> <li>● Music Fest</li> <li>● Cultural Week</li> <li>● Graphic design workshops (Illustrator and Figma)</li> <li>● Dance workshop/week</li> <li>● Pets Meet n Greet</li> <li>● NHL Watch Party</li> <li>● Photography workshops</li> <li>● Speed Friending</li> <li>● Samosas Food workshop</li> <li>● Bullet journaling workshop</li> <li>● Stranger Things Murder Mystery Night</li> <li>● Modern Family Trivia Night</li> <li>● Music Trivia</li> <li>● Friends Trivia Night</li> <li>● NHL Watch Party (tentative)</li> </ul>

	<ul style="list-style-type: none"> <li>• Mental Health Workshop</li> <li>• Horror Movie Night Bingo/Trivia</li> <li>• Dance workshops</li> <li>• Cooking workshop</li> <li>• Lantern craft workshop</li> <li>• Spooky paint night</li> </ul>
<b>Relevant Strategic Priorities:</b>	Student engagement

## Executive Committee

<b>Committee Chair</b>	Osob Mohamed
<b># of Meetings</b>	0
<b>Total Time (Hrs)</b>	
<b>Summary</b>	Did not meet during this period
<b>Ongoing Projects</b>	
<b>Relevant Strategic Priorities:</b>	

## External & Community Affairs

<b>Committee Chair</b>	Samad Raza
<b># of Meetings</b>	Haven't met
<b>Total Time (Hrs)</b>	
<b>Summary</b>	
<b>Ongoing Projects</b>	
<b>Relevant Strategic Priorities:</b>	Still working on the member schedule and will call a meeting within 2 weeks.

## Faculty and At-Large Representatives

<b>Committee Chair</b>	
<b># of Meetings</b>	
<b>Total Time (Hrs)</b>	
<b>Summary</b>	
<b>Ongoing Projects</b>	
<b>Relevant Strategic</b>	

<b>Priorities:</b>	
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## Finance and Administrative Services

<b>Committee Chair</b>	VP Finance Corbett Gildersleve
<b># of Meetings</b>	0
<b>Total Time (Hrs)</b>	0
<b>Summary</b>	Committee did not meeting in this period
<b>Ongoing Projects</b>	
<b>Relevant Strategic Priorities:</b>	

## First Year Engagement

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

## Governance

<b>Committee Chair</b>	Gabe Liosis
<b># of Meetings</b>	0
<b>Total Time (Hrs)</b>	0
<b>Summary</b>	This Committee did not meet during this period. In lieu of Governance Committee meetings, and because of the intensity of the ongoing By-Law Review project, the By-Law Review Working Group met twice during this period. All members of the Governance Committee are also concurrently members of the By-Law Review Working Group.
<b>Ongoing Projects</b>	<ul style="list-style-type: none"> <li>- SFSS By-Law Review <ul style="list-style-type: none"> <li>- Creating Draft By-Laws</li> <li>- Developing a Campaign around By-Law Amendment Proposals</li> </ul> </li> </ul>
<b>Relevant Strategic Priorities:</b>	Organizational Development

## Member Services Advisory

<b>Committee Chair</b>	<b>Phum Luckkid</b>
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1
<b>Summary</b>	<p>Discussion of Club Constitutions</p> <ul style="list-style-type: none"> <li>- Discussion item at board, the board wanted clubs the ability to create constitutions in order to explicitly written their values or exec hiring process. Currently unable to do so.</li> <li>- Club coordinators would like the ability for clubs to create constitutions. There is currently an informal means (email) but no official place to submit.</li> </ul> <p>Focus Group Debrief</p> <ul style="list-style-type: none"> <li>- Debriefed results of the focus group</li> </ul> <p>In person Events during spring semester</p> <ul style="list-style-type: none"> <li>- Coordinators asked the board what our stance will be on hosting in person events in spring</li> <li>- We decided that we'll hold off for the future to see what the future covid cases will look like</li> </ul> <p>Committee Social</p> <ul style="list-style-type: none"> <li>- Hosting a social for committee members :o</li> </ul>
<b>Ongoing Projects</b>	SFSS Funding Reform
<b>Relevant Strategic Priorities:</b>	Student Financial Health

## Nomination

<b>Committee Chair</b>	Matthew Provost
<b># of Meetings</b>	0
<b>Total Time (Hrs)</b>	0
<b>Summary</b>	Waiting on the finalization of applications to host meeting
<b>Ongoing Projects</b>	Shortlisting applicants once all committee application are closed on line
<b>Relevant Strategic Priorities:</b>	Student Engagement

## Surrey Campus

<b>Committee Chair</b>	Mehtaab Gill
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1

<b>Summary</b>	Members to reach out to different departments to promote opportunities to get involved
<b>Ongoing Projects</b>	Hiring at large members
<b>Relevant Strategic Priorities:</b>	Student engagement

## University & Academic Affairs

<b>Committee Chair</b>	Gabe Liosis
<b># of Meetings</b>	0
<b>Total Time (Hrs)</b>	0
<b>Summary</b>	<p>Did not meet during this period. I am still trying to determine an adequate time for this Committee to meet during the Fall 2020 semester.</p> <p>COVID-19 Survey was sent to the Membership on Thursday, September 10th, 2020. The survey will remain open for a couple of weeks.</p>
<b>Ongoing Projects</b>	<ul style="list-style-type: none"> <li>- SFSS COVID-19 Survey</li> <li>- Gondola Advocacy</li> <li>- Movement Against Tuition Hikes (alongside the <a href="#">COVID-19 Coalition</a>)</li> </ul>
<b>Relevant Strategic Priorities:</b>	Student Engagement, Student Wellbeing, Student Financial Health, University Relations, Government & Stakeholder Relations

## Vancouver Campus

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

# SFSS BOARD WORK REPORT

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

President (Osob Mohamed)

## Meeting Summary and Comments

<b>Meeting, Date</b>	Meeting with Phi Delta Epsilon - September 1st
<b>Parties Attending</b>	Jennifer (VP Student Life), Phum (At-Large Representative), Daria Elrick (PhiDE President)
<b>Meeting Length (Hrs)</b>	40 mins
<b>Reason</b>	Greek life organization status- discussing requirements and club status
<b>Summary and Outcome</b>	The main issues that we wanted to discuss were the GPA requirement to admission to the club (which currently would not be in line with our clubs' terms of reference), and the fees needing to be paid to the organization which Council brought up as a potential barrier to involvement. Daria indicated that she would speak with the org's higher-ups to potentially change it to a recommended, rather than required GPA. We also received a copy of their current bylaws to review.
<b>Next Steps</b>	Follow up for the information requested Review bylaws

<b>Meeting, Date</b>	Vancity Investment Discussion - September 1st
<b>Parties Attending</b>	Corbett (VP Finance), Rakesh Mehta and Bill Elliot (Vancity)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Providing updates
<b>Summary and Outcome</b>	We provided them with updates on administrative changes, and asked about what next steps we would need to take to get started with the investment accounts. We would need to determine some signing authorities, and send some documents
<b>Next Steps</b>	Send requested documents

<b>Meeting, Date</b>	Build SFU Handover - September 2nd
<b>Parties Attending</b>	Corbett (VP Finance), Marc Fontaine (Build SFU General Manager), John Walsh (Building Manager)
<b>Meeting Length (Hrs)</b>	2hrs
<b>Reason</b>	Information sharing prior to Marc's last day



<b>Summary and Outcome</b>	Marc prepared some documents containing key files he would like to pass on before his departure. We took a few action items out of it, and will be determining who is responsible for what.
<b>Next Steps</b>	Follow up on action items above

<b>Meeting, Date</b>	BIPOC Committee - September 1st
<b>Parties Attending</b>	BIPOC Committee members, SFSS staff
<b>Meeting Length (Hrs)</b>	2hrs
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	We discussed the SFU Athletics name change response from Andrew Petter, and how we would like to respond to that and ask for accountability from Joy Johnson as this process moves on. Health and Counselling also came by and discussed with us their efforts to support BIPOC students, and we were also able to give a multitude of suggestions to them as well.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Call with Victor Thomas - September 2nd
<b>Parties Attending</b>	Victor Thomas (Interfaith Centre)
<b>Meeting Length (Hrs)</b>	30mins
<b>Reason</b>	Connections to Foodhub
<b>Summary and Outcome</b>	Victor set up a time to chat about Foodhub, and wanted to connect me with a colleague of his working with the Burnaby Neighbourhood House, and made some suggestions we could implement for the longevity of Foodhub
<b>Next Steps</b>	Follow up with Samad

<b>Meeting, Date</b>	AMS/SFSS Bylaw Discussion - September 2nd
<b>Parties Attending</b>	Corbett (VP Finance), Gabe (VP University Relations), Cole Evans and Justin Zheng (AMS UBC)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Discussing AMS Governance Structures
<b>Summary and Outcome</b>	The AMS reps gave us some useful insight into their governance structures, including how their council works, Executive responsibilities and roles outside of council, elections strategies, the pros and cons of the model they have in place, and were able to answer a number of questions we had about their governing and administrative structures. It was very helpful to gain some insight as to how it works for them, and how we may be able to adopt bits & pieces into our own plans
<b>Next Steps</b>	Review notes compiled by Gabe

<b>Meeting, Date</b>	Operations Organizer Hiring Committee
<b>Parties Attending</b>	Gabe (VP University), Corbett (VP Finance), Weichun (Science Rep), Lawrence (Transition Manager)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	First meeting
<b>Summary and Outcome</b>	We just went over the finalized JDs, and gave an opportunity for the members who were not on the HR and Personnel committee to go through and ask questions. Most of the meeting was spent just reviewing the JDs
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	By-Law Working Group - September 3rd
<b>Parties Attending</b>	By-Law WG members, SFSS staff
<b>Meeting Length (Hrs)</b>	2hrs
<b>Reason</b>	Scheduled meeting
<b>Summary and Outcome</b>	We approved proposals outlining council and executive committee elections with amendments, reviewed and requested proposals for executive committee vacancies, approved a proposal around amendments put forward to align our new bylaws with the updates Societies Act, and a proposal outlining the different portfolios of the executive officers.
<b>Next Steps</b>	Reviewing proposals 3 and 4 at upcoming meeting

<b>Meeting, Date</b>	SFSS-FIC Meeting - September 3rd
<b>Parties Attending</b>	Gabe (VP University Relations), Haider (FCAT Rep), Sharla Reid, Mudi Bwakura (FIC)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Introductory meeting
<b>Summary and Outcome</b>	We met with the FIC admin to discuss a number of items, including a potential welcome workshop by the SFSS to FIC students, the renewal of the SFSS/FIC agreement and service provision contract, and how we may be able to incorporate FIC members into SFSS membership with our upcoming bylaw review
<b>Next Steps</b>	Ask MSAC members if they are interested in workshopping, and review agreement for potential areas of change or updating

<b>Meeting, Date</b>	AGM Committee Meeting - September 3rd
<b>Parties Attending</b>	AGM Committee members, SFSS staff
<b>Meeting Length (Hrs)</b>	0.75hrs
<b>Reason</b>	Bi-weekly meeting

<b>Summary and Outcome</b>	We mainly discussed how we want to go about our AGM campaign, and how we want to achieve our goal of 400 participants to ensure that we are well over quorum. Some plans include video clips that we can share with students about the changes and the questions being put forward, creating outreach goals for both Board and Council, and what incentives we can offer students to attend and vote.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Board Meeting - September 4th
<b>Parties Attending</b>	SFSS Board, staff and guests
<b>Meeting Length (Hrs)</b>	3hrs
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	We passed a multitude of motions, including establishing privacy policies, approving expenditure for masks, professional development requests and a New/Mode subscription for digital campaigning, a condemnation vote for the University on their decision to increase tuition for the 2020-2021 school year, assigning employer reps to hiring committees, and making a decision to delay the SUB grand opening during the pandemic. We discussed updates from the UAA, AGM planning and by-lw review committees, FAS funding, and more.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Review of 2021-2022 Residence Rates - September 8
<b>Parties Attending</b>	Gabe (VP University), Matt McDonald (GSS), Zoe Woods and Stacy Yang (SFU Residence)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Reviewing rental rates
<b>Summary and Outcome</b>	In the absence of an active Residence Hall Association Board, SFU Residence and Housing brought their proposed fees to us. We were concerned about a number of things, including the new, privately funded residences that we predict will be facing a much higher yearly cost increase compared to the older residences.
<b>Next Steps</b>	Gather info on how the University plans to mitigate this, and discuss with Board

<b>Meeting, Date</b>	Meeting with Erin Biddlecombe re:FIC - September 8
<b>Parties Attending</b>	Erin Biddlecombe (SFU Student Services)
<b>Meeting Length (Hrs)</b>	30mins
<b>Reason</b>	To update, and gather information
<b>Summary and Outcome</b>	I set up this meeting with Erin to discuss the FIC membership in our newly drafted bylaws, and to ask if she foresaw any particular roadblocks in the way. She suggested we connect with Tracey Mason-Innis, and that she would follow up if anything came up.
<b>Next Steps</b>	Connect with Tracey

<b>Meeting, Date</b>	Joint Health and Safety Committee - September 9
<b>Parties Attending</b>	John Walsh (Building Manager), Sindhu Dharmarajah (Communications Coordinator), John Tseng (MSC Generalist)
<b>Meeting Length (Hrs)</b>	20mins
<b>Reason</b>	Monthly meeting
<b>Summary and Outcome</b>	At JHSC, we discussed general health and safety updates, the development of a SUB COVID-19 Working Group, and general updates from previous meetings.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	By-Law Working Group - September 10
<b>Parties Attending</b>	By-Law Working Group members, SFSS Staff
<b>Meeting Length (Hrs)</b>	2hrs
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	We went over the different proposals as they related to executive vacancies and how to address them, and approved the proposals 3 (Student Group Definition and Clarification), and 4 (Council Empowerment).
<b>Next Steps</b>	Once these are approved by Governance Committee, the Board will vote on the inclusion of these proposals at the upcoming Annual General Meeting

<b>Meeting, Date</b>	SFSS Podcast Recording - September 10
<b>Parties Attending</b>	Balqees (At-Large Rep), Pariya Zabihi (CJSF)
<b>Meeting Length (Hrs)</b>	20 minutes
<b>Reason</b>	To do a podcast recording
<b>Summary and Outcome</b>	I was given a chance to speak about my experience with the SFSS, and answer some questions around how the Board term has gone this past Summer semester. It was a really fun experience, and the episode will be out soon!
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Call with Mehtaab Gill - September 10
<b>Parties Attending</b>	Mehtaab Gill (Business Rep)
<b>Meeting Length (Hrs)</b>	20 minutes
<b>Reason</b>	To develop a semester work-plan for Fall
<b>Summary and Outcome</b>	Mehtaab and I connected after the Board request I reached out to him re:developing a working plan to keep up with projects and events while not being able to attend Board

	meetings. We set up a time for him to deliver the plan to the Board at our upcoming meeting, and I gave him some suggestions on what would be helpful to include.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Gondola Campaign Check-in - September 14
<b>Parties Attending</b>	Gabe (VP University Relations), Nav Sanghera (SFU External Relations), Matt McDonald (GSS)
<b>Meeting Length (Hrs)</b>	0.5hr
<b>Reason</b>	Recouping on Gondola Campaign
<b>Summary and Outcome</b>	We discussed some updates & the engagement on our social media posts and survey announcement, which were quite good and had a very high response rate. We have planned to continue pushing the events hosted by Translink for stakeholder and community engagement, including a stakeholder meeting, virtual open house and telephone town hall.
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Keep social media engagement up, through continuous sharing of new info</li> <li>- Prepare for events, and prepare speaking points on behalf of the SFSS</li> </ul>

<b>Meeting, Date</b>	RHA Updates and Review - September 15
<b>Parties Attending</b>	Samad (VP External), Gabe (VP University Relations), Matt McDonald (GSS), Zoe Woods, Kim Mortreuil, Tracey Mason-Innis (SFU Residence and Student Services)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Supporting SFU to get RHA up and running again
<b>Summary and Outcome</b>	The COVID-19 pandemic has resulted in difficulties bringing on a new Board for the Residence Hall Association, and SFU requested that we meet with them to provide input or advice on how we may be able to support them to get RHA up and running again. Samad, who was RHA President previously has agreed to continue working on this, and support with information gathering to run a successful campaign. They are projecting elections to be held in October,
<b>Next Steps</b>	N/A

## Projects and Events

<b>Project/Event Title</b>	Emails, communications, and catch up work
<b>Updates and Upcoming Plans</b>	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.
<b>Relevant Strategic Priorities</b>	N/A
<b>Total Time (Hrs)</b>	10 hrs

<b>Project/Event Title</b>	Gondola Communications
<b>Updates and Upcoming Plans</b>	Working with Sindhu (Communications Coordinator) to ensure our social media is up to date with Gondola related information
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1hr

<b>Project/Event Title</b>	Clubs Days, Services Fair and Student Engagement
<b>Updates and Upcoming Plans</b>	Attending both Clubs Days and SFU Services fair at the SFSS digital booth, and engaging with students while answering their questions
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	4hrs

<b>Project/Event Title</b>	FIC-SFSS Membership
<b>Updates and Upcoming Plans</b>	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
<b>Relevant Strategic Priorities</b>	Organizational development
<b>Total Time (Hrs)</b>	4hrs

<b>Project/Event Title</b>	Job postings for new Hiring Committees
<b>Updates and Upcoming Plans</b>	Now that the JDs are done, just translating them into shorter job postings that can be put out. Hopefully, they will be up by the 3rd/4th week of September
<b>Relevant Strategic Priorities</b>	Organizational development
<b>Total Time (Hrs)</b>	2hrs

<b>Project/Event Title</b>	Student Technology Support
<b>Updates and Upcoming Plans</b>	Matt and I have been working with SFU IT Services to discuss how we can work together to spread the word of discounted hardware, and also how to work towards finding more affordable software options for students. We have regularly scheduled meetings, and I will be connecting with some DSUs to get input.
<b>Relevant Strategic Priorities</b>	Organizational development

<b>Total Time (Hrs)</b>	1hr
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## VP Student Services (Matthew Provost)

### Meeting Summary and Comments

<b>Meeting, Date</b>	BIPOC Committee Meetings, 9/1/2020
<b>Parties Attending</b>	BIPOC Committee Members
<b>Meeting Length (Hrs)</b>	2 hrs
<b>Reason</b>	Bi- Weekly Meeting
<b>Summary and Outcome</b>	We had some updates on the SFU Athletic team name change, SFU Health and Counselling Services came to our meeting to discuss how they can support BIPOC folks at SFU in Health and Counselling Services. We started strategic planning for the fall semester
<b>Next Steps</b>	Will be working to finalize strat plan and also working towards contacting and keeping up to date projects with health and counselling services at this point

<b>Meeting, Date</b>	Accessibility Advisory Committee Social, 9//1/20
<b>Parties Attending</b>	<b>AAC Committee Members</b>
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Team bonding
<b>Summary and Outcome</b>	We were able to some activities and played social games via zoom to build team bonding and get to know each other
<b>Next Steps</b>	n/a

<b>Meeting, Date</b>	By-Law Working Group, 9/3/20
<b>Parties Attending</b>	Governance Committee
<b>Meeting Length (Hrs)</b>	2 hr
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	We discussed the special resolutions and the changes that are being by and brought forth by Gabe. We had a thorough discussion on the processes of vacated seats, councils new positions and accountability processes for the executive positions. We also went over the new positions that are being presented for the executive positions.
<b>Next Steps</b>	Updates of the special resolutions to be presented at next working group meeting

<b>Meeting, Date</b>	AGM Working Group/ Committee, 9/3/20
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<b>Parties Attending</b>	SFSS BOD: Gabe Liosis, Corbett Gildersleve, Osob Mohamed, Nafoni Modi SFSS Council: Zaid, Helen Society Staff: Lawrence, Sindhu, Sarah
<b>Meeting Length (Hrs)</b>	1.5 hr
<b>Reason</b>	Bi-weekly meeting/ working group
<b>Summary and Outcome</b>	We discussed the campaign ideas on how to engage students and also went over some ideas to explore videos and also social media campaigns We discussed how we will need engage students through council and DSU's and ways we can incentivise the AGM for student to participate
<b>Next Steps</b>	Updates will come to next AGM meeting

<b>Meeting, Date</b>	SFSS Board Meeting, 9/4/20
<b>Parties Attending</b>	SFSS Board of Directors, SFSS Society Staff
<b>Meeting Length (Hrs)</b>	3 hr
<b>Reason</b>	Bi-weekly Meeting
<b>Summary and Outcome</b>	New Business: We adopted the newly presented privacy policies We discussed getting branded face masks and allocated funds of \$1945.00 towards the cost to have them made. We will be getting 250 masks to give to our membership We allocated funds for professional development for both Women's Centre Coordinator and Out On Campus Designated assistant so they can receive training to better support students We motioned to run a trial of New/Mode which is a digital campaign organizer in order to help support campaigns that are ongoing. Nafoni brought this motion forward and we proceeded to allocate funds to trial this for 3 months Osob brought forth a motionCondemning SFU's decision to increase tuition during the COVID-19 pandemic at our Fall 2020 Annual General Meeting. This is so important because many students if not all are deeply affected by Covid 19 and increasing tuition during a pandemic is not appropriate and not benefitting students whatsoever We also discussed delaying the opening of the Student Union Building due to the rate of increasing covid cases and safety of our students, board members, and staff
<b>Next Steps</b>	n/a

<b>Meeting, Date</b>	By-Law Working Group, 9/10/20
<b>Parties Attending</b>	Governance Committee
<b>Meeting Length (Hrs)</b>	2 hr
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	We discussed thoroughly about what if a vacancy occurs and we heard feedback from councillors that were present in this working group we came to consensus around vacated positions and that councillors can run through consensus and also in accordance with their respective DSU  We approved By-Law proposal #3 and #4



<b>Next Steps</b>	n/a
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<b>Meeting, Date</b>	Accessibility Advisory Committee, 9/15/20
<b>Parties Attending</b>	AAC Committee Members
<b>Meeting Length (Hrs)</b>	1.5 hr
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	Accessibility Funding Request:Self Advocacy During COVID We discussed the accessibility grant form and ways to make it easier to navigate and went through the changes that have been and are being made at this time there are edits that need to made Conducting Accessibility Audit: We went over a list of potential auditors, we discussed that at this time it would not be safe to conduct an audit due to covid we are currently planning to delay the audit until Spring 2020 since the board delayed the SUB opening until November 1st,
<b>Next Steps</b>	n/a

<b>Meeting, Date</b>	Member Services Advisory Committee, 9/15/20
<b>Parties Attending</b>	MSA Committee Members
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	Club constitution recommendations Focus Group Debrief In person events in Spring 2020 semester Committee socials for future
<b>Next Steps</b>	n/a

## Projects and Events

<b>Project/Event Title</b>	Club Days, 9/15/20
<b>Updates and Upcoming Plans</b>	Was tabeling at SFSS club days
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	3 hours

<b>Project/Event Title</b>	Reconciliation Project
<b>Updates and Upcoming Plans</b>	Planning Orange Shirt Day event for September 30th this is to bring awareness to Indian Residential School Survivors Working towards contacting host nations

<b>Relevant Strategic Priorities</b>	Advocacy
<b>Total Time (Hrs)</b>	6 hours

<b>Project/Event Title</b>	Health and Counselling Services
<b>Updates and Upcoming Plans</b>	Working with health and counselling services to update resources on their website Finding ways to support BIPOC Community members through support groups Working towards updates on the HCS x SFSS collaboration will be reaching out to board members who want to be involved with the video processes
<b>Relevant Strategic Priorities</b>	Student Support
<b>Total Time (Hrs)</b>	3

<b>Project/Event Title</b>	Food Hub
<b>Updates and Upcoming Plans</b>	Volunteering at food hub weekly, found some donations from SFU Dining and SFU foodies
<b>Relevant Strategic Priorities</b>	Student Support
<b>Total Time (Hrs)</b>	6 hours

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

## VP External Relations (Samad Raza)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Sept 4 board meeting
<b>Parties Attending</b>	Sfss board (Mehtaab sent regrets) - sfss staff and guest
<b>Meeting Length (Hrs)</b>	3 hr
<b>Reason</b>	Regularly scheduled meeting
<b>Summary and Outcome</b>	Passed motion to keep SUB closed till Nov. Passed motion to condemn SFU on the decision of increasing fees.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Sept 4 (Food hub related)
<b>Parties Attending</b>	Osob and I
<b>Meeting Length (Hrs)</b>	30 min
<b>Reason</b>	Update on foodhub
<b>Summary and Outcome</b>	To get updates from Osob regarding her conversation with Victor from interfaith center
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Sept 4
<b>Parties Attending</b>	Myself, harjab, Rahil (GSS) and weichun
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	International student advocacy project
<b>Summary and Outcome</b>	Rahil has idea to boost international student advocacy and asked us to help out, also requested if I can reach AMS to get them on board with it,
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Sept 10 SFSS Rebranding
<b>Parties Attending</b>	Working group member and Sindhu
<b>Meeting Length (Hrs)</b>	45 min
<b>Reason</b>	Rebranding update
<b>Summary and Outcome</b>	Team is feeling a bit overwhelmed due to other work, both academic and sfss related - timeline might stretch.

<b>Next Steps</b>	Finish documentation and start design work asap
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<b>Meeting, Date</b>	Sept 14, foodhub
<b>Parties Attending</b>	Tara and I
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	To discuss food hub models and improvement
<b>Summary and Outcome</b>	Made a list of food that is more popular and ordered more of it. Discussed increase in application numbers and need of increasing produce Discuss recent requests on increase in variety of produce.
<b>Next Steps</b>	All requests were heard and we increased produce.

<b>Meeting, Date</b>	Sept 15
<b>Parties Attending</b>	Osob, Myself, Gabe, matt(GSS), residence and housing
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Residence requested help to restart RHA
<b>Summary and Outcome</b>	RHA ran into trouble and currently do not have any board. SFSS and GSS agreed to help
<b>Next Steps</b>	Gabe is leading and I will be providing help.

## Projects and Events

<b>Project/Event Title</b>	Food Hub
<b>Updates and Upcoming Plans</b>	Increased in application numbers
<b>Relevant Strategic Priorities</b>	We increased produce quantity and variety
<b>Total Time (Hrs)</b>	6 hr per week - so 12 hrs total

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

## VP Finance (Corbett Gildersleve)

### Meeting Summary and Comments

<b>Meeting, Date</b>	VCIM, September 1st
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, President Osob Mohamed, Transition Manager Lawrence Jones, VCIM Rep Bill Elliot, VCIM Rep Rakesh Mehta
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Update VCIM
<b>Summary and Outcome</b>	<p>We discussed the changes made to the SFSS administrative and governance structure since the last time we talked in early summer.</p> <p>We also discussed next steps to setting up the investment account including determining the amount of funds, signing authority, and documentation they would need</p>
<b>Next Steps</b>	<p>Action Items:</p> <ul style="list-style-type: none"><li>• Lawrence and Osob to send SFSS's incorporation documents to VCIM</li><li>• Corbett to add motion to the board agenda for appointing signing authority</li><li>• Corbett to have a conversation at FASC about funding amounts</li></ul>

<b>Meeting, Date</b>	Build SFU GM Handover, September 2nd
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, President Osob Mohamed, Build SFU General Manager Marc Fontaine, Building Manager John Walsh
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Information hand over as Marc is leaving the SFSS on September 11
<b>Summary and Outcome</b>	Marc walked us through a detailed list of work he performs as Build SFU GM around the SUB project. We divided up his work among relevant staff, board, and admin.
<b>Next Steps</b>	

<b>Meeting, Date</b>	AMS/SFSS Governance Discussion, September 2nd
<b>Parties Attending</b>	AMS President, AMS Associate VP Governance, VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, President Osob Mohamed
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discussion around AMS governance structure pros/cons
<b>Summary and Outcome</b>	<p>We had a good discussion with the AMS representatives and discussed:</p> <ul style="list-style-type: none"><li>• Pros and Cons of the council as board system</li><li>• Their Associate Vice President system (paid student governance support)</li><li>• Proposed changes to the SFSS system</li></ul>

<b>Next Steps</b>	Gabe compiled notes from the meeting to help inform the Bylaw working group's work
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<b>Meeting, Date</b>	Operations Organizer Hiring Committee Meeting, September 3rd
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, President Osob Mohamed, VP University Relations Gabe Liosis, Science Rep Weichun Kua, Transition Manager Lawrence Jones
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Introductory Meeting of the Hiring Committee
<b>Summary and Outcome</b>	We reviewed the job description, talked with Lawrence about Collage integration, and next steps
<b>Next Steps</b>	Action Items: Lawrence will be inviting all committee members to College

<b>Meeting, Date</b>	Joint Working Group Bylaw Review, September 3rd
<b>Parties Attending</b>	VP University Relations Gabe Liosis, VP Finance Corbett Gildersleve, President Osob Mohamend, Science Rep WeiChun Kua, VP Student Services Matthew Provost, CRPC Sarah Edmunds, Transition Manager Lawrence Jones, Political Science Councillor Helen Pahou, SASU Councillor Kayla Chow, Engineering Science Councillor Alvin David
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Reviewing and approving bylaw proposals
<b>Summary and Outcome</b>	<p>We discussed:</p> <ul style="list-style-type: none"> <li>● Council by-elections proposals <ul style="list-style-type: none"> <li>○ Ultimately decided to leave it to student unions to fill their council positions</li> </ul> </li> <li>● Special Resolution 1 <ul style="list-style-type: none"> <li>○ Societies Act compliance and SFSS core bylaws cleanup</li> </ul> </li> <li>● Special Resolution 2 <ul style="list-style-type: none"> <li>○ Executive Portfolio changes <ul style="list-style-type: none"> <li>■ Merging VP Student Services and VP Finance into one role</li> <li>■ Adding VP Equity and Sustainability</li> <li>■ Adding VP Internal</li> </ul> </li> </ul> </li> <li>● Main concerns I raised were procedural <ul style="list-style-type: none"> <li>○ Will passing changes to Bylaw 1 across multiple special resolutions be viewed as cumulative or whole replacement (thereby erasing past changes)</li> </ul> </li> </ul>
<b>Next Steps</b>	Approve the proposals as amended at the next Governance meeting on September 15th

<b>Meeting, Date</b>	AGM Working Group Meeting, September 3rd
<b>Parties Attending</b>	VP University Relations Gabe Liosis (Chair), President Osob Mohamed, VP Finance Corbett Gildersleve, VP Student Services Matthew Provost, Health Science Rep Nafoni Modi, Political Science Councillor Helen Sofia Pahou, CRPC Sarah Edmunds, Transition Manager Lawrence Jones
<b>Meeting Length (Hrs)</b>	1.5 hours

<b>Reason</b>	Update on previous action items
<b>Summary and Outcome</b>	<p>Discussed campaign ideas,</p> <ul style="list-style-type: none"> <li>● the need to segment the student population to help develop marketing material <ul style="list-style-type: none"> <li>○ Councilors, student unions, engaged students, unengaged students</li> </ul> </li> <li>● No word back from MECS about our tech needs</li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	Welcome Day Dress Rehearsal, September 3rd
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, SFU Staff, other welcome leaders
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Training on the Hopin app
<b>Summary and Outcome</b>	I'm serving as a welcome leader for Welcome Day, which is online this year. Was given a rundown of the day's events, how to register and log into the hosting app Hopin, and what my responsibilities would be the day of.
<b>Next Steps</b>	Welcome Day is on Sept. 8th

<b>Meeting, Date</b>	Board Meeting, September 4th
<b>Parties Attending</b>	Board, Transition Manager Lawrence Jones, CRPC Sarah Edmunds, Communications Coordinator Sindhu Dharma
<b>Meeting Length (Hrs)</b>	3 hours
<b>Reason</b>	Biweekly Meeting
<b>Summary and Outcome</b>	<p>Motions:</p> <ul style="list-style-type: none"> <li>● Approved spending around \$1900 on 250 SFSS Branded Facemasks <ul style="list-style-type: none"> <li>○ Some board members brought up concerns around the price</li> <li>○ Anuki and I spearheaded this pilot project. Goal is to give out face masks at FoodHub, to staff, board members, and students</li> <li>○ Want them to be reusable to fit into our sustainability mandate</li> </ul> </li> <li>● Approved spending up to \$1700 for a 3 month subscription to New/Mode to try out this tool for upcoming campaign activities.</li> <li>● Approved SFSS privacy policies</li> <li>● Appointed Sude Guvendik to the CRPC Assistant role Hiring Committee</li> <li>● Approved two professional development applications for staff</li> <li>● Approved to recommend adding to the AGM agenda a motion to condemn SFU's raising of tuition in the pandemic</li> </ul> <p>Updates</p> <ul style="list-style-type: none"> <li>● Three updates: <ul style="list-style-type: none"> <li>○ Bylaw Committee</li> <li>○ AGM Committee</li> <li>○ UAA Committee</li> </ul> </li> </ul> <p>Discussion</p> <ul style="list-style-type: none"> <li>● FAS Funding Issues <ul style="list-style-type: none"> <li>○ FAS traditionally provide financial support to multiple FAS student union and clubs <ul style="list-style-type: none"> <li>■ They have decided to hold off on funding for the time being</li> <li>■ Some clubs will be greatly impacted</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li> <ul style="list-style-type: none"> <li>■ FAS Rep will find out more information</li> </ul> </li> <li>● SUB Fall Opening <ul style="list-style-type: none"> <li>○ We've decided to keep the SUB closed until at least November due to higher rates of COVID-19 rates, increased cases in the 20-24 age range, and upcoming flu season.</li> </ul> </li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	MSA Focus Group Results, September 9th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, At-Large Rep Phum Lukkid, Member Services Coordinators
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Reviewing feedback received by students from the MSA focus group
<b>Summary and Outcome</b>	<p>We discussed multiple feedback items. Some things we could change and some we couldn't</p> <ul style="list-style-type: none"> <li>● Lowering the 10 day timeframe for booking a space <ul style="list-style-type: none"> <li>○ Combination of reasons for this from SFU requirements to MSC needing time to process requests</li> </ul> </li> <li>● Increasing Club petty cash from \$20-&gt;\$100 <ul style="list-style-type: none"> <li>○ We can afford it and would help with emergency purchases</li> <li>○ Can go to FASC for approval. Will require policy changes through the board</li> </ul> </li> <li>● Creating a 2nd tier of petty cash funding for larger and more active clubs <ul style="list-style-type: none"> <li>○ Coordinators feel that it's not needed as they can just ask for grants</li> <li>○ Phum will double check with students that give this request to learn more about any particular use cases</li> </ul> </li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	SFU 350, September 9th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, SFU 350 Reps: Skye Noh, Abigail Herd, Brennan Strandberg-Salmon
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discussion about an SFSS Divestment Bylaw
<b>Summary and Outcome</b>	<p>We discussed the process for SFU 350 to submit a bylaw for vote on by members. The timeframe for an AGM vote is too short right now. Recommend that they try for the spring referendum. The board can approve to add a referendum question as can Council. I recommended to go that route instead of trying to collect 1500 signatures because the board has approved a fossil-free investment policy in the SFSS and so they'll most likely be in favor of the bylaw question as long as it's similar to the current policy.</p>
<b>Next Steps</b>	Talk to them again near the start of January

<b>Meeting, Date</b>	Joint Working Group Bylaw Reform, September 10th
<b>Parties Attending</b>	



<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	<p>We discussed:</p> <ul style="list-style-type: none"> <li>● Council by-elections proposals <ul style="list-style-type: none"> <li>○ Ultimately decided to leave it to student unions to fill their council positions</li> </ul> </li> <li>● Special Resolution 3 <ul style="list-style-type: none"> <li>○ I raised a few typo/grammar suggestions</li> <li>○ Added some language to clarify the process for creating a student union. Current bylaws for FSUs causes some confusion as to the actual process <ul style="list-style-type: none"> <li>■ Recommended that it follow the process for BASS and HSUSU creation where a constitution and creation of an FSU was created through a referendum</li> </ul> </li> <li>○ Added language to clarify that FSUs can request membership fees <ul style="list-style-type: none"> <li>■ Raised the issue that this was allowed since 2013 but no FSU has created a fee. Internal policies and processes are lacking and that we need to fix that in order for this to happen <ul style="list-style-type: none"> <li>● Ex. Some FSUs like SASS could raise hundreds of thousands in fees. Need accountability and auditing to be built in.</li> </ul> </li> </ul> </li> </ul> </li> <li>● Special Resolution 4 <ul style="list-style-type: none"> <li>○ Recommended removing bylaw clauses that gave education and business additional seats as the reasons for their inclusion are not as relevant <ul style="list-style-type: none"> <li>■ Discussion that some faculties could have additional seats through creating student unions (business, education, health sci are examples)</li> <li>■ Discussed if faculty student unions should have additional seats based on proportional representation <ul style="list-style-type: none"> <li>● Support in the group, but we don't have the time to develop a pop rep system for it. Next year.</li> <li>● Concerns were brought up about the size of Council with more FSU reps. Might be too big.</li> </ul> </li> </ul> </li> </ul> </li> </ul>
<b>Summary and Outcome</b>	Approve the proposals as amended at the next Governance meeting on September 15th
<b>Next Steps</b>	

<b>Meeting, Date</b>	GameSeta, September 14th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, GameSeta Reps: Tawanda Masawi,
<b>Meeting Length (Hrs)</b>	0.5 Hours
<b>Reason</b>	Introductory conversation about their platform
<b>Summary and Outcome</b>	<p>GameSeta has an esports platform where they manage competitions for various esports games. The platform also tracks analytics. They've helped high schools with these competitions and would like to move into supporting universities.</p> <p>I talked about how SFU Esports is looking at obtaining space in the SUB (Gaming lounge) and how SFU is starting their own program. Offered to let them present at the following board meeting in early october.</p> <p>Tawanda Masawi is a previous SFSS Board member (VP Finance for 2018-2019)</p>

<b>Next Steps</b>	GameSeta will send me some materials to share with the board
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<b>Meeting, Date</b>	Clubs Days, Sept 15th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, Enviro Rep Anuki Karunajeewa
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Tabling at clubs days for the Board
<b>Summary and Outcome</b>	We fielded questions from students around volunteer opportunities in the SFSS including clubs, student unions, and SFSS committees.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	SUB Finance Meeting, Sept 15th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, Building Manager John Walsh, Finance Coordinator Kurt Belliveau, Finance Coordinator David Chin
<b>Meeting Length (Hrs)</b>	1 Hour
<b>Reason</b>	Discuss the SUB financial accounts
<b>Summary and Outcome</b>	We discussed the Major Repair and Replacement Fund, the Build SFU General Fund, aspects of the mortgage lease, and the building cost projection and reconciliation process with SFU.
<b>Next Steps</b>	N/A

## Projects and Events

<b>Project/Event Title</b>	SUB Space Allocation
<b>Updates and Upcoming Plans</b>	Two items: 1) CJSF has asked to switch out with Embark for space allocation as they need additional space. Embark is willing to switch, and we realize that it is probably not the best idea to have a radio station between DNA and the napping room. I have submitted a motion for the September 18th board meeting. 2) CJSF and SFPIRG need additional time to move out of their space. I have contacted the relevant people at SFU and they have agreed to draft up extensions for these two groups.
<b>Relevant Strategic Priorities</b>	N/A
<b>Total Time (Hrs)</b>	2 hours

<b>Project/Event Title</b>	SUB Subleases and Letters of Agreement
<b>Updates and Upcoming Plans</b>	With the SUB's completion, I need to submit a draft of the leases to the independent student societies. However, the first draft we received was not in the direction that two SFSS boards wanted to go in. I have been trying to find a middle ground between

	<p>readability and respecting the restrictions of the SFSS-SFU SUB Head Lease. Additionally these agreements also need to include language around institutional relationships, fee services, and other things that existed in past agreements with these groups but not present ones. This has been very time consuming and challenging as I have had to read about 7 different leases and agreements over the last 15+ years. Additional discussion and meetings with people, emailing, etc.</p> <p>Currently, I have provided a WIP draft along with the Head Lease and previous unsuitable draft sublease documents to the groups for review and comment. Additionally, letters of agreement for DNA, SOCA, and FNSA were sent to the groups for comment.</p>
<b>Relevant Strategic Priorities</b>	N/A
<b>Total Time (Hrs)</b>	25 hours

<b>Project/Event Title</b>	Administrative Restructuring
<b>Updates and Upcoming Plans</b>	I am on the hiring committee for the Operations Organizer and we have started to meet during this period. I expect the total time for the hiring would be around 6 weeks. 2-3 weeks to collect resumes, 1 week to review, and 2 weeks to interview.
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	2 hours

## VP Student Life (Jennifer Chou)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Sept 1 - GLO Meeting
<b>Parties Attending</b>	Myself, President - Osob Mohamed, At-Large Rep and Chair of the Member Services Advisory Committee - Phum Luckkid, representative from Phi Delta Epsilon (pre-med professional fraternity at SFU)
<b>Meeting Length (Hrs)</b>	40 min
<b>Reason</b>	Discuss requirements from Phi Delta Epsilon and how they'll fit into being a club
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• My notes from the meeting can be found here: <a href="https://docs.google.com/document/d/12UypVtB5k4h9ACykOUtz1F0NsvwkkpksCEZZo5Tanu0/edit?usp=sharing">https://docs.google.com/document/d/12UypVtB5k4h9ACykOUtz1F0NsvwkkpksCEZZo5Tanu0/edit?usp=sharing</a></li> <li>• Discussed the GPA requirement and the fee to join the fraternity             <ul style="list-style-type: none"> <li>◦ Phi Delta Epsilon (PDE) will have to talk to the international chapter to see if it's possible to make it "recommended" GPA instead of mandatory</li> </ul> </li> <li>• Also went over if PDE submitted grants but usually the process is too much of a hassle because they have to justify every single decision</li> <li>• PDE representative will send over the bylaws             <ul style="list-style-type: none"> <li>◦ The bylaws were so cute they said the purpose of PDE was "[t]o dispel the competitive stereotypes associated with pre-medical students and foster lifelong friendships between women and men pursuing a career in medicine. Through philanthropy, leadership opportunities, and academic excellence, Phi Delta Epsilon shall instill in its members the skills necessary to excel in the medical field."</li> <li>◦ Also it said that GPA requirement and fees (which pay for insurance) can be decided on a case-by-case basis</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Read over the bylaws</li> <li>• Bring discussion to Member Services Advisory Committee</li> </ul>

<b>Meeting, Date</b>	Sept 1 - Surrey Campus Committee (SCC) (Informal) Meeting
<b>Parties Attending</b>	Myself, other Surrey Campus Committee members (Business rep - Mehtaab Gill, Applied Sciences rep - Harry Singh), Surrey Campus Coordinator - Shelley
<b>Meeting Length (Hrs)</b>	29 min
<b>Reason</b>	Decide next steps for recruiting committee members
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Decided to have a sponsored social media post for recruiting members</li> <li>• Needed to find a way to get SCC's name out there</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Ask Sosy about the Surrey DSU (Departmental Student Union) frosh</li> </ul>

<b>Meeting, Date</b>	Sept 1 - CJSF Podcast Meeting
<b>Parties Attending</b>	Myself, At-Large rep - Balqees Jama, Health Sciences Rep - Nafoni Modi, CJSF representative

<b>Meeting Length (Hrs)</b>	59 min 16 seconds
<b>Reason</b>	Discuss SFSS podcast ideas for the first few episodes
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● Discussed how the podcast would be like</li> <li>● Talked about format of the show <ul style="list-style-type: none"> <li>○ Updates <ul style="list-style-type: none"> <li>■ Annual General Meeting and the new bylaws</li> <li>■ UPass</li> </ul> </li> <li>○ Interview</li> <li>○ Entertainment (talking about astrology lol)</li> </ul> </li> <li>● Discussed possible podcast ideas <ul style="list-style-type: none"> <li>○ SFSS 101</li> <li>○ Day in the life of a Board member</li> <li>○ DSU/Club feature</li> <li>○ Study tips from Board members</li> </ul> </li> <li>● Change up who hosts and talks each episode</li> <li>● Can promote on Instagram and get engagement <ul style="list-style-type: none"> <li>○ Students can send questions in via DMs</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>● Create folder for podcast stuff</li> </ul>

<b>Meeting, Date</b>	Sept 3 - Welcome Leader Training for Welcome Day Runthrough
<b>Parties Attending</b>	Myself, other SFU students, SFU staff
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Go through Welcome Day
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● My computer is really slow and wouldn't let me use the platform correctly fml</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>● N/A</li> </ul>

<b>Meeting, Date</b>	Sept 4 - Murder Mystery Event Working Group Meeting
<b>Parties Attending</b>	Myself, a few other members of the informal working group, SFSS Events Coordinator - Dipti
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Plan the Stranger Things Murder Mystery Night event
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● Came up with puzzles, clues, rooms, etc.</li> <li>● Ran through a rough outline of the event</li> <li>● Delegated tasks for people to work on</li> </ul>
<b>Next Steps</b>	Email everyone who was at the meeting with next steps and debrief

<b>Meeting, Date</b>	Sept 4 - SFSS Board Meeting
<b>Parties Attending</b>	Myself, other SFSS Board members (minus Business Rep - Mehtaab Gill), SFSS staff, some guests (The Peak)
<b>Meeting Length (Hrs)</b>	3 hours

<b>Reason</b>	Regular meeting time and first meeting of the Fall 2020 semester!
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● My liaison report: <a href="https://docs.google.com/document/d/1YPKoOackPSaW8IXY0jyaYGG3mleFwIDyyEy4WObppVs/edit?usp=sharing">https://docs.google.com/document/d/1YPKoOackPSaW8IXY0jyaYGG3mleFwIDyyEy4WObppVs/edit?usp=sharing</a></li> <li>● Some highlights: <ul style="list-style-type: none"> <li>○ Passed a motion to purchase new/mode, which can be used for email campaigns, livetweeting, and petitions</li> <li>○ Passed a motion to approve adding an ordinary resolution vote to the Fall 2020 Annual General Meeting agenda to condemn the University's decision to increase domestic and international undergraduate tuition for the 2020-2021 academic year</li> <li>○ Passed a motion to keep the Student Union Building closed to the public until November 1st, 2020 <ul style="list-style-type: none"> <li>■ The SFSS Executive Committee can evaluate the situation before November 1st to see if the situation has changed and risk of COVID-19 transmission has lowered</li> <li>■ It's around flu season too</li> <li>■ It sucks but it's the right thing to do</li> </ul> </li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>● N/A</li> </ul>

<b>Meeting, Date</b>	Sept 4 - Meeting with Photographer for Photography Workshops
<b>Parties Attending</b>	Myself, SFU student photographer
<b>Meeting Length (Hrs)</b>	56 mins
<b>Reason</b>	Discuss how the workshops will be run
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● Went over the 2 workshops - photo taking and photo editing</li> <li>● We had to get a new photography instructor because the old one had a weird school schedule</li> <li>● I updated the new instructor on what the workshops were</li> <li>● Dates and times: <ul style="list-style-type: none"> <li>○ Tues, Oct 6 @ 7pm - 8:30pm</li> <li>○ Fri, Oct 9 @ 7pm - 8:30pm</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>● Remind photography instructor to send workshop outlines to me by Sept 18</li> </ul>

<b>Meeting, Date</b>	Sept 7 - Meeting with Emerge SFU Brand Ambassador, Sude (also SFSS FASS Rep)
<b>Parties Attending</b>	Myself, Sude
<b>Meeting Length (Hrs)</b>	30 min
<b>Reason</b>	Touch base, talk about Sude's role in Emerge
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● Discussed what she's passionate about and what she wants to work on</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>● Sign up for SheCodes which is a cool coding class thing Sude told me about: <a href="http://shecodes.io/">http://shecodes.io/</a></li> </ul>

<b>Meeting, Date</b>	Sept 8 - Emerge SFU Events Working Group Meeting
<b>Parties Attending</b>	Myself, other representatives from Emerge SFU including the newly hired events

	coordinators
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discuss future webinar event
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Tentative date in November</li> <li>• Theme: resilience or overcoming challenge? Need to brainstorm this more</li> <li>• Partner with other groups at SFU and around the world</li> <li>• Market to everyone - not just SFU students</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Brainstorm theme of event</li> </ul>

<b>Meeting, Date</b>	Sept 9 - SFSS Events Committee Meeting
<b>Parties Attending</b>	Myself, other committee members
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regular meeting time / first meeting of Fall 2020
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Meeting debrief notes: <a href="https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL77GwfTG4J4Cvp326DM/edit">https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL77GwfTG4J4Cvp326DM/edit</a></li> <li>• Discussed October events <ul style="list-style-type: none"> <li>○ Modern Family Trivia Night</li> <li>○ Music Trivia</li> <li>○ Friends Trivia Night</li> <li>○ NHL Watch Party (tentative)</li> <li>○ Mental Health Workshop</li> <li>○ Horror Movie Night Bingo/Trivia</li> <li>○ Dance workshops</li> <li>○ Cooking workshop</li> <li>○ Lantern craft workshop</li> <li>○ Spooky paint night</li> </ul> </li> <li>• Asked for volunteers to help moderate breakout rooms for the Stranger Things Murder Mystery Night event</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Send debrief email</li> <li>• Connect working groups together to plan October events</li> </ul>

<b>Meeting, Date</b>	Sept 9 - Emerge SFU Board Meeting
<b>Parties Attending</b>	Myself, other Emerge SFU Board members
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Regular meeting time + orientation for new members
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Had orientation and talked about Emerge SFU</li> <li>• Went over updates for workshop, enrollment dates, marketing, etc.</li> <li>• Went over web series updates</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Sort out marketing</li> </ul>

<b>Meeting, Date</b>	Sept 10th - SFSS Rebranding Working Group Meeting
<b>Parties Attending</b>	Myself, VP External - Samad Raza, FCAT Rep - Haider Masood, Science Rep - WeiChun Kua, Communications Coordinator - Sindhu
<b>Meeting Length (Hrs)</b>	26 mins?
<b>Reason</b>	Touch base, updates
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Need to do more research regarding SFSS' history</li> <li>• Decided to have students vote on only 2 potential logos to prevent paradox of choice (too many choices making it too difficult to pick)</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

<b>Meeting, Date</b>	Sept 10th - SFSS Podcast Recording
<b>Parties Attending</b>	Myself, student volunteer from CJSF
<b>Meeting Length (Hrs)</b>	30 mins
<b>Reason</b>	Talk about events coming up for the first episode of the SFSS podcast
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Went over upcoming events</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

<b>Meeting, Date</b>	Sept 11 - Stranger Things Murder Mystery Night Working Group Meeting
<b>Parties Attending</b>	Myself, others in the working group
<b>Meeting Length (Hrs)</b>	45 mins
<b>Reason</b>	Updates
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Decided on Saturday, Sept 19th for the test run</li> <li>• Decided to have \$50 Amazon gift cards for the winners</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Find people for the test run</li> </ul>

<b>Meeting, Date</b>	Sept 11 - Meeting with Emerge SFU Design Specialist
<b>Parties Attending</b>	Myself, Emerge SFU Design Specialist
<b>Meeting Length (Hrs)</b>	51 min
<b>Reason</b>	Discuss clubs days video and social media posts on Emerge SFU IG
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Talked about clubs days / general video and created voiceover script</li> <li>• Went over ideas like Tutorial Tuesdays to utilize IG reels to give valuable tips to our audience</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Put together clubs days video (4 hours)</li> </ul>



<b>Meeting, Date</b>	Sept 11 - Meeting with MarketOne Media
<b>Parties Attending</b>	Myself, other representative from Emerge SFU, MarketOne Media representative
<b>Meeting Length (Hrs)</b>	30 mins
<b>Reason</b>	Discuss Emerge SFU's digital marketing workshops
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Went over digital marketing workshop lectures (rough outline and ideas)</li> <li>• Had some questions which MarketOne answered</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Send over an email telling them what we need from them for marketing purposes</li> </ul>

<b>Meeting, Date</b>	Sept 11 - Meeting with Events Committee Member
<b>Parties Attending</b>	Myself, Events Committee Member
<b>Meeting Length (Hrs)</b>	20 min
<b>Reason</b>	Record the "puzzle" for the Stranger Things Murder Mystery Night
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Recorded it but my computer froze :(</li> <li>• It ended up working so I edited the recording</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Edit recording (30 mins)</li> </ul>

<b>Meeting, Date</b>	Sept 11 - Meeting with Peak Writer
<b>Parties Attending</b>	Myself, Peak Writer
<b>Meeting Length (Hrs)</b>	44 min
<b>Reason</b>	Talk about disability advocacy
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Went over some updates from Accessibility Committee and SFU Disability and Neurodiversity Alliance (DNA)</li> <li>• Discussed personal experience with shift to remote learning</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Refer friends to writer for article</li> </ul>

<b>Meeting, Date</b>	Sept 12 - Meeting with TechBytes
<b>Parties Attending</b>	Myself, 2 representatives from TechBytes
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Test out the workshops next week, test out recording software
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Discussed platforms to host on</li> <li>• Tested out recording quality</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Send event details to attendees before the event</li> </ul>

<b>Meeting, Date</b>	Sept 14 - Emerge SFU Python Demo Workshop
<b>Parties Attending</b>	Myself, Emerge SFU representatives, Python instructor
<b>Meeting Length (Hrs)</b>	1 hour 20 mins
<b>Reason</b>	Demo workshop to see how it goes
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Went over the workshop and how it will run</li> <li>Discussed the curriculum and how long the workshop will run</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

<b>Meeting, Date</b>	Sept 15 - SFSS Accessibility Advisory Committee (AAC) Meeting
<b>Parties Attending</b>	Myself, other AAC members, SFSS staff (Transition Manager - Lawrence Jones, Campaigns, Policy, and Research Coordinator - Sarah, Admin Assistant - Somayah)
<b>Meeting Length (Hrs)</b>	1 hour 8 mins
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>This meeting ended at 11:11am!!! nice</li> <li>Debrief document: <a href="https://docs.google.com/document/d/1ZvN05I-jGADiMA-WeGOHaF0tGOhx6FX3lDyJnpl0Zml/edit">https://docs.google.com/document/d/1ZvN05I-jGADiMA-WeGOHaF0tGOhx6FX3lDyJnpl0Zml/edit</a></li> <li>Main highlights <ul style="list-style-type: none"> <li>Passed a motion to provide accessibility funding (CART and ASL) for SFU Disability and Neurodiversity Alliance's Self-Advocacy During COVID-19 event (\$1,350)</li> <li>Discussed the accessibility grant form and its improvements - however we need to optimize it for screen readers (without confusing tables)</li> <li>Talked about delaying the audit (in-person) but will reach out to potential auditors to see if they can do a remote audit (looking at building plans)</li> <li>Went over the accessibility bursary and how it would be different from the accessibility grant (the bursary would be broader and is tied to a specific person rather than different events or services)</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>Send in a work order to SFSS Campaigns, Research, and Policy Coordinator, Sarah, to contact potential external auditors to ask about <ul style="list-style-type: none"> <li>Prices (for remote audit)</li> <li>Whether they can do a remote audit</li> <li>Whether they would be open to doing an in-person audit in the Spring</li> <li>What their approach is and what kinds of disabilities they have in mind when doing audits</li> </ul> </li> <li>Need to improve the accessibility grant fund request form</li> <li>Set up a accessibility bursary working group</li> </ul>

<b>Meeting, Date</b>	Sept 15 - SFSS Member Services Advisory (MSA) Committee Meeting
<b>Parties Attending</b>	Myself, other MSA committee members, MSA Chair - Phum Luckkid (also SFSS At-Large Rep), SFSS member services coordinators
<b>Meeting Length (Hrs)</b>	50 mins

<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Discussed the focus group results and what happened after <ul style="list-style-type: none"> <li>Clubs are getting core funding kinda - it's called petty cash and there's \$100 per club</li> </ul> </li> <li>Discussed possibility of SFU allowing in-person events in Spring 2021 and what we would do in that case</li> <li>Discussed doing a club social</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

## Projects and Events

<b>Project/Event Title</b>	Emerge SFU
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>Various meetings for planning workshops, events</li> <li>Emails to set up workshops</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement University relations
<b>Total Time (Hrs)</b>	7 hours

<b>Project/Event Title</b>	SFU Disability and Neurodiversity Alliance
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>Minutes, emails</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	25 mins

<b>Project/Event Title</b>	Cultural Groups Welcome Video
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>Posted! Finally</li> <li><a href="https://www.facebook.com/sfss1/posts/3906535776030469">https://www.facebook.com/sfss1/posts/3906535776030469</a></li> </ul>
<b>Relevant Strategic Priorities</b>	<ul style="list-style-type: none"> <li>Student engagement</li> <li>Student well-being</li> </ul>
<b>Total Time (Hrs)</b>	0 hours? Like 5 mins

<b>Project/Event Title</b>	Mental Health Mondays Giveaway
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>Posting giveaway</li> <li>Picking giveaway winner</li> </ul>
<b>Relevant Strategic Priorities</b>	<ul style="list-style-type: none"> <li>Student engagement</li> <li>Student well-being</li> </ul>
<b>Total Time (Hrs)</b>	35 mins

<b>Project/Event Title</b>	Bullet Journaling Workshop
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Event plan: <a href="https://docs.google.com/document/d/10vORclraVb-vhQmlO6TgaK9C_yDU7aGu/edit">https://docs.google.com/document/d/10vORclraVb-vhQmlO6TgaK9C_yDU7aGu/edit</a></li> <li>• Tuesday, Sept 22, 2020 @ 12pm - 1:30pm</li> <li>• Teach students how to start a bullet journal to stay organized</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	5 mins

<b>Project/Event Title</b>	Miscellaneous committee/Board work
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Emails, document organization</li> <li>• Briefing notes, post-event reports</li> <li>• Worked on accessibility grant forms - this was...very difficult especially with the formatting changing from Word to Google Docs</li> <li>• Worked on accessibility audit briefing notes</li> <li>• Worked on trivia questions for events committee</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	A lot

<b>Project/Event Title</b>	StreetFest
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Delayed til next week</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	0 hours

<b>Project/Event Title</b>	Accessibility Bursary
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Briefing note: <a href="https://docs.google.com/document/d/1odY_21hzKbgLxZ8FhdaT5WpP70Bj9C9I/edit">https://docs.google.com/document/d/1odY_21hzKbgLxZ8FhdaT5WpP70Bj9C9I/edit</a></li> </ul>
<b>Relevant Strategic Priorities</b>	<ul style="list-style-type: none"> <li>• Student well-being</li> <li>• Financial health</li> </ul>
<b>Total Time (Hrs)</b>	5 mins

<b>Project/Event Title</b>	Sept 4 - SFSS Trivia Night
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• <a href="https://www.facebook.com/events/316857316435928/">https://www.facebook.com/events/316857316435928/</a></li> <li>• Happening Sept 4 @ 7pm</li> <li>• Came up with trivia questions</li> <li>• Helped put some trivia questions in the Kahoot</li> <li>• Hosted event - it was fun</li> </ul>

	<ul style="list-style-type: none"> <li>Post-event report: <a href="https://docs.google.com/document/d/1qwwgXCSsLiHUx7HjpCtShJayT8ApDq3mSmk8-T6l9c/edit">https://docs.google.com/document/d/1qwwgXCSsLiHUx7HjpCtShJayT8ApDq3mSmk8-T6l9c/edit</a></li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1.5 hours

<b>Project/Event Title</b>	Samosas Food Workshop
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>Event plan: <a href="https://drive.google.com/file/d/1mnHwFQxZzM-sXFygd0LH50SzOnXdEkZh/view?usp=sharing">https://drive.google.com/file/d/1mnHwFQxZzM-sXFygd0LH50SzOnXdEkZh/view?usp=sharing</a></li> <li>This will occur during Cultural Week on Saturday, Oct 3 @ 4pm</li> <li>Communicated this with the instructor/chef</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	20 mins

<b>Project/Event Title</b>	Time Management Workshop
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>Sep 14, 2020 @ 12pm - 2pm</li> <li><a href="#">Shay Hayashi</a> will teach students how to use their time better and be more productive</li> <li>Hosted workshop - it was fun</li> <li>Post-event report: <a href="https://docs.google.com/document/d/1xG-p80ocizpt7kXikzf2pDd2yosA27w6zB1WE2pADM8/edit">https://docs.google.com/document/d/1xG-p80ocizpt7kXikzf2pDd2yosA27w6zB1WE2pADM8/edit</a></li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	3 hours

<b>Project/Event Title</b>	Graphic Design Workshops
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>Sent emails to TechBytes, a group of SFU IAT students who could host workshops</li> <li>Confirmed dates of two workshops: <ul style="list-style-type: none"> <li>Illustrator Workshop: Tuesday, September 15th, 7:30 PM - 9:00 PM</li> <li>Figma Workshop: Friday, September 18th, 7:30 PM - 9:00 PM</li> </ul> </li> <li>Hosted the workshops</li> <li>Illustrator Workshop post-event report: <a href="https://docs.google.com/document/d/1Lv3FHGjOsGFkz00cvUSkBR7MHBg20hFfOEXo9ix75G0/edit">https://docs.google.com/document/d/1Lv3FHGjOsGFkz00cvUSkBR7MHBg20hFfOEXo9ix75G0/edit</a></li> </ul>
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	2 hours (setting up, test meetings before the workshop, marketing, post-event report)

<b>Project/Event Title</b>	Large Event Fund Project
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>● This is part of the Finance and Administrative Services Committee</li> <li>● Description from the annual plan: <ul style="list-style-type: none"> <li>○ The SFSS's Fall Kickoff Concert financial issues, student club large-scale events like CaselT, 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.</li> </ul> </li> <li>● Reached out to some students to see if they had feedback or were interested in a working group</li> </ul>
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	5 mins

<b>Project/Event Title</b>	Sept 1 - Accessibility Advisory Committee Social
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>● Played accessible activities</li> <li>● It was really fun</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1.5 hours

<b>Project/Event Title</b>	Sept 3 - FASS Mentorship Family Feud Event
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>● Played Family Feud with FASS mentors and mentees</li> <li>● Rip my laptop died near the end of it</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	2 hours

<b>Project/Event Title</b>	Sept 8 - SFU Welcome Day
<b>Updates and Upcoming Plans</b>	Welcomed new students and talked about SFSS, promoting our events
<b>Relevant Strategic Priorities</b>	<ul style="list-style-type: none"> <li>● Student engagement</li> </ul>
<b>Total Time (Hrs)</b>	2.5 hours

<b>Project/Event Title</b>	Sept 8 - FASS Fest social (after Welcome Day)
<b>Updates and Upcoming Plans</b>	Welcome new FASS students and play fun games like Scavenger hunt
<b>Relevant Strategic Priorities</b>	<ul style="list-style-type: none"> <li>● Student engagement</li> </ul>

<b>Total Time (Hrs)</b>	1.75 hours
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<b>Project/Event Title</b>	Sept 8 - SFU Virtual Services Fair
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Talked to students about DSUs, clubs, events, etc.</li> <li>• Also talked about the health &amp; dental plan</li> <li>• Gave some study tips too lol</li> </ul>
<b>Relevant Strategic Priorities</b>	<ul style="list-style-type: none"> <li>• Student engagement</li> </ul>
<b>Total Time (Hrs)</b>	2.25 hours

<b>Project/Event Title</b>	Sept 14 - Get More Done: A Time Management Workshop with Shay Hayashi
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Hosted the workshop</li> <li>• 68 people registered, but around 25 attended - some came later/left early</li> <li>• Post-event report here: <a href="https://docs.google.com/document/d/1xG-p80ocizpt7kXikzf2pDd2yosA27w6zB1WE2pADM8/edit?usp=sharing">https://docs.google.com/document/d/1xG-p80ocizpt7kXikzf2pDd2yosA27w6zB1WE2pADM8/edit?usp=sharing</a></li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement Student well-being (there was a part about mental health and physical health - social distancing - at the end)
<b>Total Time (Hrs)</b>	3 hours (workshop time + other, like post-event report, emails to attendees)

<b>Project/Event Title</b>	Sept 15 - SFSS x TechBytes: Adobe Illustrator Workshop
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Notes from the workshop: <a href="https://docs.google.com/document/d/1PVVY8DibA4p9deXHV2rf_WJBe4hzc-ll4WlrVffJDso/edit">https://docs.google.com/document/d/1PVVY8DibA4p9deXHV2rf_WJBe4hzc-ll4WlrVffJDso/edit</a></li> <li>• Post-event report: <a href="https://docs.google.com/document/d/1Lv3FHGjOsGFkz00cvUSkbr7MHBg20hEfOEXo9ix75G0/edit?usp=sharing">https://docs.google.com/document/d/1Lv3FHGjOsGFkz00cvUSkbr7MHBg20hEfOEXo9ix75G0/edit?usp=sharing</a></li> <li>• It was really fun! Students seemed to learn a lot</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1.5 hours (workshop only)

<b>Project/Event Title</b>	SFSS Spotify and Tiktok Accounts
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• A fun way to engage more students in a low-barrier way</li> <li>• Currently collecting songs from Board members</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1 hour

## VP University Relations (Gabe Liosis)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Meeting with Hope Power Re: OER, 09-01-2020
<b>Parties Attending</b>	Gabe Liosis, Hope Power
<b>Meeting Length (Hrs)</b>	0.5 Hrs
<b>Reason</b>	Chat about OER at SFU and potential areas of collaboration
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Hope provided me with some background on what has happened at SFU in terms of advancing OER, including the OER Working Group and OER Grants Program</li><li>- Hope gave me some history on BC Campus and the efforts within the Province of BC to advance OER</li><li>- I provided some information on the Student Affordability Project and areas where the OER Working Group and the SAP Working Group can work together.</li></ul>
<b>Next Steps</b>	<ul style="list-style-type: none"><li>- Stay in contact with Hope and update each other as new opportunities and collaboration emerge.</li></ul>

<b>Meeting, Date</b>	Surrey Farm to Campus Visit, 09-02-2020
<b>Parties Attending</b>	VP Student Services Matthew Provost, VP University Relations Gabe Liosis
<b>Meeting Length (Hrs)</b>	1 Hr
<b>Reason</b>	Matt and I wanted to visit the Surrey Farm to Campus service at SFU Surrey to see how it was going.
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- The VP Student Services and I visited the Surrey Farm to Campus services in Surrey, similar to the Burnaby SFU Food Hub, to see how well it was doing and to see if the folks there needed anything from the SFSS to make it more successful.<ul style="list-style-type: none"><li>- But honestly though they are really good and had everything so under control and really organized. I look forward to visiting again in the future.</li></ul></li></ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Burnaby SFU Food Hub, 09-02-2020
<b>Parties Attending</b>	VP External Samad Raza, VP University Relations Gabe Liosis, VP Student Services Matthew Provost, Science Representative WeiChun Kua
<b>Meeting Length (Hrs)</b>	4 Hrs
<b>Reason</b>	Weekly SFU Burnaby Food Hub Program
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- This week's Food Hub was a success, as always!</li><li>- In addition to the Food Hub, Board members present also received a visit from Burnaby-Lougheed MLA Katrina Chen, alongside folks from Taipei Economic</li></ul>



	<p>and Culture Office in Vancouver, who donated 6,000 masks (yes, 6,000!) to the SFSS to distribute to our students over the coming months.</p> <ul style="list-style-type: none"> <li>- We also took many photos with these folks!</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Call with UBC AMS President Re: SFSS By-Law Review
<b>Parties Attending</b>	SFSS VP University Relations Gabe Liosis, UBC AMS President Cole Evans, SFSS President Osob Mohamed, VP Finance Corbett Gildersleve
<b>Meeting Length (Hrs)</b>	1.25 Hrs
<b>Reason</b>	I set up this meeting to learn more about how the UBC AMS's Council structure works in relation to our ongoing SFSS By-Law Review where we are seeking to move to a Council similar to that of UBC.
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- We spent about an hour asking Cole questions about how their Society governance structures operate and explaining a bit about our system and the changes we are proposing.</li> <li>- You can view those questions and answers <a href="#">here</a> if you want!!</li> </ul>
<b>Next Steps</b>	Follow-Up with any further questions should any arise in the coming weeks!

<b>Meeting, Date</b>	Operations Organizer Hiring Committee, 09-03-2020
<b>Parties Attending</b>	President Osob Mohamed, VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, Science Rep WeiChun Kua, Transition Manager Lawrence Jones
<b>Meeting Length (Hrs)</b>	1 Hr
<b>Reason</b>	First Meeting of the Operations Organizer Hiring Committee
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- This meeting was called to get a general grasp on the process and timeline for this hiring process <ul style="list-style-type: none"> <li>- We are still waiting for advice on the Job Descriptions from CUPE 3338.</li> </ul> </li> <li>- Spent time reviewing the JD for those members who hadn't seen it before, and weren't members of the SFSS HR &amp; Personnel Committee (myself and WeiChun)</li> <li>- Lawrence hooked Committee members up with the web software we are using for the hiring process.</li> <li>- Reviewed timelines and the overall process</li> </ul>
<b>Next Steps</b>	Not much in terms of next steps until we hear back from CUPE 3338 on the JDs

<b>Meeting, Date</b>	Joint Working Group: SFSS By-Law Review, 09-03-2020
<b>Parties Attending</b>	VP University Relations Gabe Liosis, VP Finance Corbett Gildersleve, President Osob Mohamend, Science Rep WeiChun Kua, VP Student Services Matthew Provost, CRPC Sarah Edmunds, Transition Manager Lawrence Jones, Political Science Councillor Helen Pahou, SASU Councillor Kayla Chow, Engineering Science Councillor Alvin David
<b>Meeting Length (Hrs)</b>	2 Hrs
<b>Reason</b>	Regularly Scheduled Meeting

<p><b>Summary and Outcome</b></p>	<ul style="list-style-type: none"> <li>- I gave the group a reminder of the timeline for this project <ul style="list-style-type: none"> <li>- Draft By-Laws need to be completed by Friday, September 18th, 2020.</li> </ul> </li> <li>- I went over the Briefing Note showing the respective By-Law Amendment Batches that will be presented to the membership. <ul style="list-style-type: none"> <li>- This is a very handy document btw, you can view it <a href="#">here</a> if you want.</li> </ul> </li> <li>- Discussed two proposals: <ul style="list-style-type: none"> <li>- A proposal for Council and Executive Committee General Elections was <b>approved</b> by the working group. <ul style="list-style-type: none"> <li>- Amendment was made: change the process for a tie to be a run-off election instead.</li> <li>- View the proposal <a href="#">here</a>.</li> </ul> </li> <li>- A proposal for Executive Committee Vacancies Interim Appointments, and By-Elections was <b>postponed</b> (<a href="#">view here</a>). <ul style="list-style-type: none"> <li>- In general, there was support for the proposal.</li> <li>- Working Group members wanted a clearer process for what happens if a Councillor wants to run for an Executive position, how that Council seat would then be filled.</li> <li>- The Group decided that each Working Group member would bring a proposal to the next meeting and decide then.</li> </ul> </li> <li>- <b>Approved</b> By-Law Proposal #1 (Societies Act Compliance &amp; By-Law Housekeeping) <ul style="list-style-type: none"> <li>- Amendments were made: <ul style="list-style-type: none"> <li>- Fix AGM quorum buffer from 125 to 175 Members.</li> <li>- Use the term "run-off in election in the event of a tie.</li> <li>- Corbett to bring a draft By-Law on Record keeping to the next meeting</li> </ul> </li> </ul> </li> <li>- <b>Approved</b> By-Law Proposal #1 (Executive Portfolio Reforms) <ul style="list-style-type: none"> <li>- Amendment: small error in composition that says Exec is composed of 6 members, when it should say 7. Small change.</li> </ul> </li> <li>- Approval of By-Law Proposals #3 and #4 were <b>postponed</b> to next week due to time running out.</li> </ul> </li> </ul>
<p><b>Next Steps</b></p>	<ul style="list-style-type: none"> <li>- Everyone → bring proposal on the process for what happens if a Councillor wants to run for an Executive position, how that Council seat would then be filled</li> <li>- Corbett → bring a draft By-Law for more thorough record keeping under By-Law 20</li> </ul>

<p><b>Meeting, Date</b></p>	<p>SFSS / FIC Meeting, 09-03-2020</p>
<p><b>Parties Attending</b></p>	<p>SFSS President Osob Mohamed, VP University Relations Gabe Liosis, FCAT Rep Haider Masood, FIC Principal Sharla Reid</p>
<p><b>Meeting Length (Hrs)</b></p>	<p>0.75 Hrs</p>
<p><b>Reason</b></p>	<p>Introductory meeting + discuss various topics</p>
<p><b>Summary and Outcome</b></p>	<ul style="list-style-type: none"> <li>- Meet and Greet</li> <li>- Osob gave an update on the new SFSS governance structures and major points of contact at the SFSS</li> <li>- The group had a discussion around promoting remote services to FIC students, and how the SFSS has been doing that while being remote.</li> <li>- I gave an update on the status of the Student Union Building, and the SFSS's plan for opening should the occupancy inspection pass.</li> <li>- Sharla asked if there was appetite on our end to continue our partnership agreement.</li> </ul>

	<ul style="list-style-type: none"> <li>- We also discussed the possibility of Associate Membership of FIC students within the SFSS</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	AGM Planning Committee, 09-03-2020
<b>Parties Attending</b>	VP University Relations Gabe Liosis (Chair), President Osob Mohamed, VP Finance Corbett Gildersleve, VP Student Services Matthew Provost, Health Science Rep Nafoni Modi, Political Science Councillor Helen Sofia Pahou, CRPC Sarah Edmunds, Transition Manager Lawrence Jones
<b>Meeting Length (Hrs)</b>	0.75 Hrs
<b>Reason</b>	Regularly Scheduled Biweekly Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Discussed our plans to build a campaign related to student participation at the AGM and the importance of the resolutions being put forward. <ul style="list-style-type: none"> <li>- Make short 60-90 second videos to post on social media explaining why the changes are so important + what the AGM is</li> <li>- Faculty Reps + Councillors to mobilize their respective constituencies to get students to attend</li> <li>- Matt, Gabe, Helen, and Osob to be some of the faces in these videos.</li> </ul> </li> <li>- Discussed the AGM agenda and how to keep the meeting flowing smoothly</li> <li>- AGM Script</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	COVID-19 Coalition Meeting, 09-03-2020
<b>Parties Attending</b>	Representatives from SFSS, GSS, TSSU, and Tuition Freeze Now
<b>Meeting Length (Hrs)</b>	1 Hr
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Discussed ways to rebrand the Coalition going into the Fall semester</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Chat with Helen and Matt RE: By-Law Review, 09-03-2020
<b>Parties Attending</b>	VP University Relations Gabe Liosis, VP Student Services Matthew Provost, Vice Chair of Council Helen Sofia Pahou
<b>Meeting Length (Hrs)</b>	1.25 Hrs
<b>Reason</b>	To discuss the next couple of weeks of the SFSS By-Law review
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Discussed the role of Council in making sure these By-Laws get finished on time and ensuring that Councillors are fully aware of the changes that will be made and the time commitment that will be required of Councillors should the By-Laws pass</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Create a comprehensive package for Councillors to explain in simple terms what is happening during the By-Law review, and after</li> </ul>

	<ul style="list-style-type: none"> <li>- Place an agenda item on the next Council agenda for some thorough discussion on the changes that are being proposed.</li> </ul>
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<b>Meeting, Date</b>	SFSS Board of Directors, 09-04-2020
<b>Parties Attending</b>	Members of the Board of Directors, Transition Manager Lawrence Jones, CRPC Sarah Edmunds, Communications Coordinator Sindhu Dharmarajah
<b>Meeting Length (Hrs)</b>	3 Hrs
<b>Reason</b>	Regularly Scheduled Biweekly Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Motions: <ul style="list-style-type: none"> <li>- Established the SFSS Privacy Policies</li> <li>- Approved expenditures to purchase SFSS-branded reusable masks</li> <li>- Approved requests for Professional Development for the Out on Campus Designated Assistant and Women’s Center Professional Development</li> <li>- Approved a purchase for a New/Mode Subscription</li> <li>- Approved in principle the idea of placing a condemnation vote of the University on the AGM agenda for continuously increasing tuition, especially during a pandemic.</li> <li>- Assigned Sude Guvendik to the Campaigns Research and Policy Assistant Hiring Committee</li> <li>- Approved the decision to not open the SUB to students while classes are online and COVID-19 cases are rising</li> </ul> </li> <li>- Discussion Items <ul style="list-style-type: none"> <li>- I gave an update on the UAA Committee, AGM Planning Committee, and By-Law Review progress</li> <li>- Discussed SUB opening plans (that was followed by the motion I mentioned above)</li> <li>- Discussed FAS funding issue for Student Unions and Groups</li> </ul> </li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Joint By-Law Review Working Group, 09-10-2020
<b>Parties Attending</b>	VP University Relations Gabe Liosis ( <i>Chair</i> ), President Osob Mohamed, VP Finance Corbett Gildersleve, VP Student Services Matthew Provost, At-Large Representative Balqees Jama, Science Representative WeiChun Kua, Political Science Councillor Helen Sofia Pahou, SASU Councillor Kayla Chow, CRPC Sarah Edmunds
<b>Meeting Length (Hrs)</b>	2 Hrs
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- The Working Group had discussion and debate on the various proposals submitted by members of the Working Group regarding the limitations on Councillors’ ability to run for a vacancy on the Executive Committee. <ul style="list-style-type: none"> <li>- Working Group members <b>approved</b> by consensus the proposal that incumbent Councillors would be able to run for an Executive Committee vacancy without having to abandon their seat to run in the election, but of course, would have to abandon their Council seat upon a successful election to the Exec Committee.</li> </ul> </li> <li>- <b>Approved</b> By-Law Proposal #3 (Student Group Definition and Clarification)</li> <li>- <b>Approved</b> By-Law Proposal #4 (Council Empowerment)</li> <li>- Each Proposal will go to the Governance Committee for approval, and</li> </ul>

	recommendation to the Board of Directors to place the proposals on the agenda for the 2020 Annual General Meeting.
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Gabe → make final amendments to the Draft By-Laws</li> <li>- send Proposals to Governance Committee for Approval</li> </ul>

<b>Meeting, Date</b>	Gondola Campaign Touch Base, 09-14-2020
<b>Parties Attending</b>	SFSS President Osob Mohamed, SFSS VP University Relations Gabe Liosis, GSS Director of External Relations Matthew McDonald, Project Coordinator (SFU External Relations) Navjot Sanghera
<b>Meeting Length (Hrs)</b>	0.5 Hrs
<b>Reason</b>	Touch Base on the Gondola Campaign
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Discussed the TransLink Survey <ul style="list-style-type: none"> <li>- Survey results are overwhelming, thousands upon thousands of respondents.</li> </ul> </li> <li>- Discussed upcoming town halls and stakeholder meetings <ul style="list-style-type: none"> <li>- Osob and I to attend two meetings in the coming two weeks: <ul style="list-style-type: none"> <li>- <b>Stakeholder Meeting</b> - September 17th</li> <li>- <b>Virtual Open House</b> - September 19th</li> <li>- <b>Telephone Town Hall</b> - September 22nd</li> </ul> </li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Continue to push the TransLink survey on SFSS Social Media</li> <li>- Push the Virtual Open House and Telephone Town Hall events on SFSS Social Media</li> </ul>

<b>Meeting, Date</b>	RHA Updates and Review with GSS and SFSS
<b>Parties Attending</b>	President Osob Mohamed, VP University Relations Gabe Liosis, VP External Relations Samad Raza, Matthew McDonald (GSS),
<b>Meeting Length (Hrs)</b>	
<b>Reason</b>	
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- COVID-19 impacted ResLife's ability to support RHA. Consequently, elections were unable to run in the Spring.</li> <li>- Suggestion → holding Executive and House Chair elections all at once <ul style="list-style-type: none"> <li>- This is consistent with the RHA Constitution.</li> </ul> </li> <li>- The Constitution needs a lot of updating and there is also a need a new M.O.U.</li> <li>- Looking to hold elections for the RHA in October, have a new Board by the end of October potentially.</li> <li>- Also looking into new governance structures to incorporate into the RHA Constitution and By-Laws.</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Follow-Up Meeting: Next Week</li> </ul>

<b>Meeting, Date</b>	SFU OER (Open Educational Resources) Working Group
<b>Parties Attending</b>	Susan Chew, Emerly Liu, Gabe Liosis, Olga Belikov, Kate Shuttleworth, John Born
<b>Meeting Length (Hrs)</b>	1 Hr

	<i>** I was only able to attend for 30 minutes because of a conflict with my class.</i>
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	- OER Updates from each Working Group Member
<b>Next Steps</b>	N/A

## Projects and Events

<b>Project/Event Title</b>	SFSS By-Law Review
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- Creating Draft By-Laws based on decisions made at the Governance Committee and the By-Law Working Group for the deadline we've set for ourselves on September 18th.</li> <li>- <a href="#">See here all the Draft By-Laws, Briefing Notes, and Proposals</a> that went into this project over the last couple of months.</li> </ul>
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	Sept 1 - 2 Hours Sept 9th - 4 hours (Preparing for Joint By-Law Working Group Meeting and making final amendments to the Draft By-Laws as were amended at the Working Group meeting) Sept 14 - 1 hours (Working with the Vice Chair of Council on a presentation regarding an update on the By-Law review to the SFSS Council)

<b>Project/Event Title</b>	COVID-19 Survey
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- The SFSS COVID-19 Survey was sent to the SFSS membership on Thursday, September 10th, 2020.</li> <li>- Questions were drafted by UAA Committee members, and other Board members also had a chance to incorporate suggestions for the survey before it was sent to the Membership.</li> </ul>
<b>Relevant Strategic Priorities</b>	Student Engagement, Student Wellbeing, Student Financial Health, University Relations
<b>Total Time (Hrs)</b>	0.75 Hrs

## At-Large Representative (Balqees Jama)

### Meeting Summary and Comments

<b>Meeting, Date</b>	SFSS Podcast, Sep 1
<b>Parties Attending</b>	SFSS Board members: Balqees Jama, Nafoni Modi, JennifeChour; SFSS Members: Pariya Zabihi (CJSF)
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	To plan for the SFSS Podcast
<b>Summary and Outcome</b>	We loosely planned out the next 3 episodes. Episode planning and coordinating will rotate between Nafoni, Jennifer, and I. Agreed that CJSF will support production at the start. Our goal is to release bi-weekly episodes.
<b>Next Steps</b>	Balqees: Plan and coordinate pilot episode Nafoni: Create graphic Pariya: Record and produce episode

<b>Meeting, Date</b>	Black, Indigenous, and People of Colour (BIPOC) Committee, Sep 1
<b>Parties Attending</b>	BIPOC Committee members;
<b>Meeting Length (Hrs)</b>	3 hrs
<b>Reason</b>	Regularly scheduled bi-weekly meeting
<b>Summary and Outcome</b>	We heard updates on SFU Athletics team name change response and <i>OURDecisionSFU</i> campaign. We also invited Health and Counselling to this meeting to begin discussion around BIPOC H&C support. Ultimately, SFU needs to hire BIPOC professionals to create and implement programs to support the varied and nuanced groups, especially targeted support for Black and Indigenous students.
<b>Next Steps</b>	Follow up - health and counselling a document

<b>Meeting, Date</b>	SFU COVID-19 Coalition, Sep 3
<b>Parties Attending</b>	SFSS Board Members: Balqees Jama, Wei-chun Kua, Osob Mohamed, Gabe Liosis, Samad Raza; SFSS members: Gudrun Wai-Gunnarsson, Ali Wick; TSSU and GSS: Ed Graham, Vince Tao, Farina Fassihi, Lea Hogan (minutes); SFPIRG: Annie HB
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Regularly scheduled meeting
<b>Summary and Outcome</b>	Discussed rebranding the C-19, updating our demands, and overall strategizing our campaign to bring equitable treatments to students and workers at SFU.
<b>Next Steps</b>	Update website demands and create a sign-up link for students interested in organizing

<b>Meeting, Date</b>	SFSS Board Meeting, Sep 4
<b>Parties Attending</b>	Board of Directors; Lawrence Jones (Transition Manager), Sarah Edmunds (CRPC), Sindhu Dharmarajah (Communications Coordinator)
<b>Meeting Length (Hrs)</b>	3 hrs
<b>Reason</b>	Regularly scheduled biweekly meeting
<b>Summary and Outcome</b>	<p>Motions</p> <ul style="list-style-type: none"> <li>- Established SFSS Privacy Policies</li> <li>- Approved spending \$1945.08 for the purchase of 250 face masks to be given to students, staff, and members of the Board for the fall term.</li> <li>- Approved two the request for professional development for two staff <ul style="list-style-type: none"> <li>- Three courses for Out on Campus Designated Assistant, Noah Jensen (Indigenous Perspectives, Live Virtual Crisis Response and Occupational Level 1 First Aid) a total cost of \$581.70</li> <li>- 3-day course, "Virtual Instructor-Led Change Management Certification Program" from Women's Centre Coordinator Athena Guertin for \$3465</li> </ul> </li> <li>- Approved purchase for a NewMode subscription to help with campaigns for the Fall semester</li> <li>- Assigned Sude Guvendik to the Campaigns Research and Policy Assistant Hiring Committee</li> <li>- Approved the delay of the SUB opening to public for safety purposes</li> </ul> <p>Discussion Items</p> <ul style="list-style-type: none"> <li>- University and Academic Affairs Committee Update</li> <li>- AGM Planning Committee Update</li> <li>- By-Law Review Update</li> <li>-</li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	Joint SFSS By-laws Working Group, Sep 10
<b>Parties Attending</b>	Board members: Gabe Liosis ( <i>Chair</i> ), Balqees Jama, Osob Mohamed, Corbett Gildersleve, Matthew Provost, WeiChun Kua; SFSS Councillors: Helen Sofia Pahou ( Political Science ), Kayla Chow (SASU); Society staff: CRPC Sarah Edmunds
<b>Meeting Length (Hrs)</b>	2 hrs
<b>Reason</b>	Regularly scheduled meeting
<b>Summary and Outcome</b>	Discussed proposals of working group members on Councillors' ability to run for a vacant position on the Executive Committee in the new model. We agreed that Councillors would not have to abandon their seats to run for Exec Committee. We finished By-law proposals 3 (Student Group Definition and Clarification) and 4 (Council Empowerment), and they will be sent to Governance Committee for approval, and ultimately recommended by the committee to the Board to propose at the 2020 Annual General Meeting
<b>Next Steps</b>	Send proposals to Governance Committee to review and approve

<b>Meeting, Date</b>	SFSS Podcast Pilot Episode, Sep 10
<b>Parties Attending</b>	Board members: Balqees, Osob, Jennifer; CJSF: Pariya



<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	To record the episode
<b>Summary and Outcome</b>	Conversed about SFSS and recorded the episode
<b>Next Steps</b>	Produce and launch show

<b>Meeting, Date</b>	OUR Decision SFU Campaign Organization
<b>Parties Attending</b>	Balqees; BIPOC Committee members: Marie Haddad and Nimrit Basra
<b>Meeting Length (Hrs)</b>	2
<b>Reason</b>	To plan
<b>Summary and Outcome</b>	Finalize details of the campaign (social media, emails, campaign set-up)
<b>Next Steps</b>	Launch

## Projects and Events

<b>Project/Event Title</b>	SFSS Podcast
<b>Updates and Upcoming Plans</b>	Pilot episode Launching this week on CJSF
<b>Relevant Strategic Priorities</b>	Student Engagement Student Wellbeing
<b>Total Time (Hrs)</b>	3 hrs

<b>Project/Event Title</b>	SFU COVID-19 Coalition Fall Campaign
<b>Updates and Upcoming Plans</b>	We're currently updating the C-19 C demands, working on a timeline and campaign strategy, and organizing to recruit folks
<b>Relevant Strategic Priorities</b>	Student Financial Health University Relations Student Wellbeing
<b>Total Time (Hrs)</b>	2 hrs

<b>Project/Event Title</b>	#OurDecisionSFU Campaign (Athletics Name-Change Response Rectification)
<b>Updates and Upcoming Plans</b>	To be launched ASAP
<b>Relevant Strategic Priorities</b>	University Relations Student Wellbeing

<b>Total Time (Hrs)</b>	13
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Project/Event Title	Emails and Miscellaneous
Updates and Upcoming Plans	N/A
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	3

## At-Large Representative (Phum Luckkid)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Meeting with Phi Delta Epsilon, Sep 1st
<b>Parties Attending</b>	Osob, Myself, Jennifer, Daria (PhiDE President)
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	Regarding non-inclusive policies in PhiDE's constitution such as a 100 dollar mandatory.  Cannot disclose more for privacy reasons?
<b>Summary and Outcome</b>	A conclusion was made
<b>Next Steps</b>	Set up meeting with coordinators about stepping in to pay PhiDE so members do not have to

<b>Meeting, Date</b>	AAC meeting, Sep 1st
<b>Parties Attending</b>	AAC
<b>Meeting Length (Hrs)</b>	0
<b>Reason</b>	???
<b>Summary and Outcome</b>	This is on my calendar but i see no agenda or other board members, did this meeting happen?
<b>Next Steps</b>	???

<b>Meeting, Date</b>	Meeting with SFU Anime, Sep 1st
<b>Parties Attending</b>	Myself, SFU Anime Execs
<b>Meeting Length (Hrs)</b>	.5
<b>Reason</b>	SFU Anime requested more information regarding clubs day in order to plan for the event. I was brought in to one of their exec meetings to help them plan for club day.
<b>Summary and Outcome</b>	
<b>Next Steps</b>	

<b>Meeting, Date</b>	"Casual Conversations with Friends" Event Planning, Sep 2nd
<b>Parties Attending</b>	3 "Friends" who go to SFU, one of which being Abhi Parmar from Events Committee
<b>Meeting Length (Hrs)</b>	3
<b>Reason</b>	To plan event

	<ul style="list-style-type: none"> <li>- Goal of event is to start a podcast to talk about how to make friends on SFU</li> <li>- Directed at first years who are curious about social life on SFU</li> </ul>
<b>Summary and Outcome</b>	Decided event format and meeting time to record
<b>Next Steps</b>	Record event

<b>Meeting, Date</b>	Psychology Students Union Meeting, Sep 7th
<b>Parties Attending</b>	PSU execs
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	<p>Introduction to new executives</p> <p>A “brainstorm” of events that the PSU should take on</p>
<b>Summary and Outcome</b>	A list of events has been noted and will be planned during the next meetings
<b>Next Steps</b>	

<b>Meeting, Date</b>	Events Committee Meeting, Sep 9th
<b>Parties Attending</b>	SFSS Events Committee
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	Biweekly Meeting
<b>Summary and Outcome</b>	<p>Approval for Graphic design and Stranger Things trivia night budget</p> <p>Brainstorm of potential ideas for october events</p> <ul style="list-style-type: none"> <li>- A lot of ideas got tossed around and Jennifer made group chats for EVERY SINGLE ONE, not sure all of them will become events but Jennifer thinks so.</li> </ul>
<b>Next Steps</b>	Plan SOME of those events

<b>Meeting, Date</b>	Focus Groups Results Meeting, Sep 9th
<b>Parties Attending</b>	VP Finance (Corbett), Member Services Coordinators
<b>Meeting Length (Hrs)</b>	2.5
<b>Reason</b>	To implement the changes proposed during the Focus Groups
<b>Summary and Outcome</b>	<p>Approved 100 dollars of petty cash for all clubs.</p> <p>Reduced 10% core funding contribution of small DSU’s to 5%</p> <p>Agreed to reform Travel and Conference Funding</p> <p>Increase Board game grant limit to \$500 per semester</p> <p>Found clarification on difference between honorariums and instructor fees</p>

<b>Next Steps</b>	Forward changes to FASC, consult with affected DSU's and clubs on travel and conference funding.
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<b>Meeting, Date</b>	"Casual Conversations" Recording Session Sep 12th
<b>Parties Attending</b>	"Friends"
<b>Meeting Length (Hrs)</b>	2
<b>Reason</b>	To Record the podcast
<b>Summary and Outcome</b>	We recorded the podcast
<b>Next Steps</b>	Email Dipti and Sindhu in order to edit the video, advertise, etc.

<b>Meeting, Date</b>	MSA Committee Meeting, Sep 15th
<b>Parties Attending</b>	Member Services Coordinators, MSA committee
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	Biweekly meeting
<b>Summary and Outcome</b>	<p>Copy and Pasted from above:</p> <p>Discussion of Club Constitutions</p> <ul style="list-style-type: none"> <li>- Discussion item at board, the board wanted clubs the ability to create constitutions in order to explicitly written their values or exec hiring process. Currently unable to do so.</li> <li>- Club coordinators would like the ability for clubs to create constitutions. There is currently an informal means (email) but no official place to submit.</li> </ul> <p>Focus Group Debrief</p> <ul style="list-style-type: none"> <li>- Debriefed results of the focus group</li> </ul> <p>In person Events during spring semester</p> <ul style="list-style-type: none"> <li>- Coordinators asked the board what our stance will be on hosting in person events in spring</li> <li>- We decided that we'll hold off for the future to see what the future covid cases will look like</li> </ul> <p>Committee Social</p> <ul style="list-style-type: none"> <li>- Hosting a social for committee members :o</li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	Clubs Day Tabling, Sep 15th
<b>Parties Attending</b>	SFU students, Clubs
<b>Meeting Length (Hrs)</b>	2.5
<b>Reason</b>	To Table and visit various clubs during clubs day. Checking up on them as well as socializing
<b>Summary and Outcome</b>	Spent a couple hours doing the things listed above

<b>Next Steps</b>	
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## Projects and Events

<b>Project/Event Title</b>	"Casual Conversations With Friends"
<b>Updates and Upcoming Plans</b>	Video recorded
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	5

<b>Project/Event Title</b>	Clubs Day Troubleshooting
<b>Updates and Upcoming Plans</b>	<p>Received emails from club execs and messages on facebook regarding SFSS latency to respond to clubs during clubs day.</p> <p>Was the middleman for SFSS clubs and SFSS member services in the period before clubs day troubleshooting various issues with signup and registration such as execs not being able to register, lack of advertising on SFSS part, and general lack of information.</p>
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	2

<b>Project/Event Title</b>	Club Constitutions
<b>Updates and Upcoming Plans</b>	<p>Put a motion to talk about club constitutions during MSA</p> <p>Coordinators and committee members suggest re-enabling club constitutions.</p> <p>Will submit to governance committee</p>
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	1

<b>Project/Event Title</b>	Miscellaneous tasks (i.e Emails, messaging, discord)
<b>Updates and Upcoming Plans</b>	
<b>Relevant Strategic Priorities</b>	
<b>Total Time (Hrs)</b>	1

<b>Project/Event Title</b>	SFSS Student Group Funding Reform
<b>Updates and Upcoming Plans</b>	Put an agenda item in FASC for 100 dollar petty cash Will put more agenda items forward as more research gets completed (i.e DSU core funding and Travel and Conference Funding)
<b>Relevant Strategic Priorities</b>	Student Financial Health
<b>Total Time (Hrs)</b>	3

## Applied Science Representative (Harry Preet Singh)

### Meeting Summary and Comments

<b>Meeting, Date</b>	SCC meeting September 1,
<b>Parties Attending</b>	SCC members
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	Monthly meeting
<b>Summary and Outcome</b>	<ol style="list-style-type: none"><li>1. Forward SCC applications to nominating committee</li><li>2. Virtual events</li></ol>
<b>Next Steps</b>	

<b>Meeting, Date</b>	SFSS Board Meeting
<b>Parties Attending</b>	BoD and Staff
<b>Meeting Length (Hrs)</b>	3
<b>Reason</b>	Discussion of agenda
<b>Summary and Outcome</b>	<p>Motions Passed:</p> <ol style="list-style-type: none"><li>1. Privacy policies motion</li><li>2. Branded Face Masks</li><li>3 Professional Development : Out on Campus</li><li>4. Professional Development : Women's Centre</li><li>5. Subscripton to automated email software</li><li>6. Condemn Tuition raise at the AGM</li></ol> <p>Discussion Item:</p> <ol style="list-style-type: none"><li>1. University and Academic Affairs Committee Update</li><li>2. AGM Planning Committee Update</li><li>3. By-Law Review Update</li><li>4. FAS funding issue</li><li>5. SUB opening</li></ol>
<b>Next Steps</b>	



## Arts & Social Sciences Representative (Sude Guvendik)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Sep 3- Welcome Leader Training For Welcome Day
<b>Parties Attending</b>	SFU staff and students
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Welcome day guidelines
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Watched the presentations, participated in the breakout room activities</li><li>- Answered the questions on each document</li></ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Sept 4 - SFSS Board Meeting
<b>Parties Attending</b>	SFSS Board members, SFSS Staff, Guests from The Peak
<b>Meeting Length (Hrs)</b>	3 hours
<b>Reason</b>	Biweekly meeting
<b>Summary and Outcome</b>	
<b>Next Steps</b>	

<b>Meeting, Date</b>	Sept 7- Meeting with Jennifer Chou, public relations director
<b>Parties Attending</b>	Jennifer Chou, public relations director
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Discussing webinar events, my role, updates
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Discussion on how to collaborate with SheCodes</li><li>- Touch base, My role as the Brand ambassador, marketing</li></ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Sept 9- CRP Res Assistant Hiring committee Meeting
<b>Parties Attending</b>	SFSS Admin
<b>Meeting Length (Hrs)</b>	1 hr 30 mins
<b>Reason</b>	Navigating through Collage, meeting the committee members
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Going through my role briefly</li><li>- Looking at resumes, selecting the top ones, scheduling interviews, narrowing down the number of candidates</li></ul>

<b>Next Steps</b>	- Look for updated posts on collage
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<b>Meeting, Date</b>	Sept 9- Emerge SFU Board meeting
<b>Parties Attending</b>	Emerge SFU Board Members
<b>Meeting Length (Hrs)</b>	2 hrs
<b>Reason</b>	Regular meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Talked about SFU Emerge during the orientation</li> <li>- Went over updates from web series, enrollment date, Python, the instructor for it</li> </ul>
<b>Next Steps</b>	- Interview the instructor

<b>Meeting, Date</b>	Sep 10- Meeting with Emerge SFU COder (Angelo)
<b>Parties Attending</b>	Executive co-director, operations manager, R&D coordinator
<b>Meeting Length (Hrs)</b>	2 hrs
<b>Reason</b>	Interview
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Teaching Python, Firebase</li> <li>- Workshops; JAM stack websites</li> <li>- Airtable Zapier</li> <li>- Final Project ideas: Python, Web server</li> <li>- Machine-learning; Get data make predictions</li> <li>- Javascript; make database in the browser</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Join the Demo workshop after 5 pm</li> <li>- Contact SheCodes</li> </ul>

<b>Meeting, Date</b>	
<b>Parties Attending</b>	
<b>Meeting Length (Hrs)</b>	
<b>Reason</b>	
<b>Summary and Outcome</b>	
<b>Next Steps</b>	

## Projects and Events

<b>Project/Event Title</b>	Emerge SFU
<b>Updates and Upcoming Plans</b>	-

<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	6 hrs

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

<b>Project/Event Title</b>	Cultural Groups Welcome Video
<b>Updates and Upcoming Plans</b>	-
<b>Relevant Strategic Priorities</b>	- Student well-being - Student engagement
<b>Total Time (Hrs)</b>	1 hr

## Business Representative (Mehtaab Gill)

### Meeting Summary and Comments

<b>Meeting, Date</b>	SCC Meeting, September 1
<b>Parties Attending</b>	Shelley, Harry, Jennifer
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Committee meeting
<b>Summary and Outcome</b>	Brainstorm ways to get more students involved and promote the opportunities to students coming into first year via social media advertisements
<b>Next Steps</b>	Set the meeting time for Fall semester

### Projects and Events

<b>Project/Event Title</b>	SCC Application review
<b>Updates and Upcoming Plans</b>	Review and approve the applications for at large members Send the suggestions to nominating committee for approval
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	1.5 hours

<b>Project/Event Title</b>	Bus UG Course Fee
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"><li>- Discussing the fee with the undergraduate admission staff</li><li>- Addressing students concerns regarding increased tuition for business students</li></ul>
<b>Relevant Strategic Priorities</b>	University relations and student financial health
<b>Total Time (Hrs)</b>	1.5

## Communication, Art & Technology Representative (Haider Masood)

### Meeting Summary and Comments

<b>Meeting, Date</b>	[3rd September] FIC-SFSS meeting
<b>Parties Attending</b>	FIC STAFF, President Osob, VP UR Gabe Liosis
<b>Meeting Length (Hrs)</b>	30 min
<b>Reason</b>	Discuss the membership of FIC and SFSS
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>• Discussions around the new structure. FIC staff were informed regarding the changes and new structure being implemented in the society.</li><li>• Osob gave an overview of the new structure and the changes the current board is going through.</li><li>• FIC is happy with the current partial membership clause and would like to extend the contract.</li><li>• Discussions around giving FIC students full membership rights towards the SFSS and its services.</li></ul>
<b>Next Steps</b>	Host a meeting with Erin Biddlecombe

<b>Meeting, Date</b>	[4th September] Board meeting
<b>Parties Attending</b>	SFSS Staff, Board Members, Transition manager
<b>Meeting Length (Hrs)</b>	3 hours
<b>Reason</b>	Bi-weekly board meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>• Motion passed regarding the adoption of SFSS privacy policies.</li><li>• Motion passed regarding the branded face mask. Discussions around the cost of the masks. Branded face masks will be beneficial especially for people who sign up for food hub projects as they ask for masks. And some cannot afford masks.</li><li>• Motion carried regarding the board condemning SFU's decision to increase tuition. Important points were raised that students need to be aware of tuition increases as many students are unaware of this.</li><li>•</li></ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	[9th September] Events Committee meeting
<b>Parties Attending</b>	Committee members, VP student life Jennifer Cho
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regularly scheduled meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>• Discussions around October events.</li></ul>

	<ul style="list-style-type: none"> <li>• Assigning event leads and helping for particular events.</li> <li>• October events include: spooky paint night, friends themed trivia night, modern family themed trivia night, mental health workshop, dance workshops.</li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	[September 10] SFSS rebranding meeting
<b>Parties Attending</b>	VP external-Samad Raza VP Student life- Jennifer Chou Science Rep- Weichun Kua Communication coordinator-Sindhu
<b>Meeting Length (Hrs)</b>	30 mins
<b>Reason</b>	Updates on logo and research
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Weichun, Haider (myself) &amp; Mathew will do research on the history of SFSS.</li> <li>• Samad, Jennifer and Sindhu will work on the design aspect.</li> </ul>
<b>Next Steps</b>	

## Projects and Events

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

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

## Education Representative (Emerly Liu)

### Meeting Summary and Comments

<b>Meeting, Date</b>	[Sept 4] Board meeting
<b>Parties Attending</b>	SFSS Board of Directors, SFSS staff
<b>Meeting Length (Hrs)</b>	3 hours
<b>Reason</b>	Bi-weekly
<b>Summary and Outcome</b>	Motions: <ul style="list-style-type: none"><li>- Privacy policies</li><li>- SFSS branded face masks</li><li>- Professional Development: Out on Campus Designated Assistant</li><li>- Women's Centre Coordinator Professional Development</li><li>- Purchase 3-month subscription for New/Mode for SFSS digital campaigning</li><li>- Condemning SFU's decision to increase tuition during the COVID-19 pandemic at the SFSS Fall 2020 Annual General Meeting</li><li>- Appointed FASS Rep to the Campaigns, Research, and Policy Assistant Hiring Committee</li><li>- Student Union Building closure due to COVID-19</li></ul> Discussion: <ul style="list-style-type: none"><li>- University and Academic Affairs Committee Update</li><li>- AGM Planning Committee Update</li><li>- By-Law Review Update</li><li>- FAS Funding Issue for Student Groups and Unions</li></ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	[Sept 9] Events Committee meeting
<b>Parties Attending</b>	Events Committee members (SFSS VP Student Life, At-Large Rep, FCAT Rep, Education Rep) and student At-Large members, SFSS Events Coordinator
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Bi-weekly
<b>Summary and Outcome</b>	Motions: <ul style="list-style-type: none"><li>- Approved funding for SFSS x TechBytes Graphic Design Workshops</li><li>- Approved funding for Stranger Things Murder Mystery Event</li></ul> Discussion: <ul style="list-style-type: none"><li>- October events</li><li>- SFSS Trivia Night Update</li><li>- Photography Workshops Update</li></ul>
<b>Next Steps</b>	Prepare for Spooky Paint Night for October

<b>Meeting, Date</b>	[Sept 14] ESA meeting
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<b>Parties Attending</b>	ESA members
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Bi-weekly
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Motions:</li> <li>- Appointment of executive members for fall 2020</li> <li>- Appointment for Faculty of Education Committees</li> <li>- Approved funds for EDventure Day gift card prizes</li> <li>- Discussion:</li> <li>- Promotion of <a href="#">"Getting Involved" guidebook</a> on ESA social media</li> <li>- EDventure Day prep</li> <li>- October 'Halloween' and November 'Holiday' themed event activities</li> </ul>
<b>Next Steps</b>	Draft and forward description for guidebook post to ESA Communications and Marketing Coordinator

<b>Meeting, Date</b>	[Sept 15] Accessibility Advisory Committee meeting
<b>Parties Attending</b>	AAC members (SFSS VP Student Life, VP Student Services, At-Large Rep, Education Rep) and student At-Large members, SFSS Campaigns, Research, and Policy Coordinator
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Bi-weekly
<b>Summary and Outcome</b>	<p>Motion:</p> <ul style="list-style-type: none"> <li>- Approved funding for the SFU DNA event about self-advocacy during COVID-19</li> </ul> <p>Discussion:</p> <ul style="list-style-type: none"> <li>- Accessibility Grant Application Form</li> <li>- Accessibility audit</li> <li>- Accessibility Bursary Updates</li> </ul>
<b>Next Steps</b>	Continue working on Psycho-Educational Assessment policy

<b>Meeting, Date</b>	[Sept 15] OER Working Group meeting
<b>Parties Attending</b>	OER Working Group members (SFSS Education Rep and VP University relations, and representatives from the SFU Library, Centre for Educational Excellence, SFU Bookstore)
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Monthly
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Roundtable updates from different areas of the university</li> <li>- SFU OER/Open Textbook adoptions spreadsheet: <a href="https://docs.google.com/spreadsheets/d/1-Dlc-TxJdOnX7RvyJhAhtt901qZ2JtDgOGTvtxOElwg/edit?usp=sharing">https://docs.google.com/spreadsheets/d/1-Dlc-TxJdOnX7RvyJhAhtt901qZ2JtDgOGTvtxOElwg/edit?usp=sharing</a></li> <li>- Open Access Week (Oct. 19-25, 2020) updates and planning</li> <li>- Workshop about open pedagogy</li> </ul>
<b>Next Steps</b>	Continue working on the OER Campaign with FARM



## Projects and Events

<b>Project/Event Title</b>	SFSS Trivia Night Kahoot
<b>Updates and Upcoming Plans</b>	- Created Kahoot game using the questions that Events Committee members developed - <a href="https://create.kahoot.it/share/sfss-trivia-night/3e09a7b6-ecc1-4873-9115-dc2d434e5c27">https://create.kahoot.it/share/sfss-trivia-night/3e09a7b6-ecc1-4873-9115-dc2d434e5c27</a>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1 hour

<b>Project/Event Title</b>	Faculty of Education PDP Anti-Racism initiative
<b>Updates and Upcoming Plans</b>	- 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
<b>Relevant Strategic Priorities</b>	University relations
<b>Total Time (Hrs)</b>	N/A

<b>Project/Event Title</b>	OER Campaign
<b>Updates and Upcoming Plans</b>	- Discuss next phase of action with SFSS Faculty of Education Reps My current ideas to discuss with the OER Working Group - 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
<b>Relevant Strategic Priorities</b>	- Student engagement, student well-being, student financial health
<b>Total Time (Hrs)</b>	N/A

<b>Project/Event Title</b>	Psycho-educational Assessment Pilot Project
<b>Updates and Upcoming Plans</b>	- Met with CAL to discuss their role - Met with Studentcare: <a href="https://docs.google.com/document/d/1MPvH98G56ozfL GUWyoWd zx4HcT7hRFcPihhM2av31fY/edit?usp=sharing">https://docs.google.com/document/d/1MPvH98G56ozfL GUWyoWd zx4HcT7hRFcPihhM2av31fY/edit?usp=sharing</a> - Discussed details with AAC

	<ul style="list-style-type: none"> <li>- Will work with the SFSS Campaigns, Research, and Policy Coordinator to ensure that student concerns are taken into consideration</li> <li>- Re-discuss CAL's role in the assessment process</li> <li>- Completed policy will be brought to the Governance Committee for review</li> </ul>
<b>Relevant Strategic Priorities</b>	- Student well-being, student financial health
<b>Total Time (Hrs)</b>	N/A

<b>Project/Event Title</b>	SFU Faculty of Education Resource Package
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- Compiled information on each involvement opportunity</li> <li>- Designed a Powerpoint template</li> <li>- Outreach to students to provide a testimony for each resource</li> <li>- Completed guidebook: <a href="https://bit.ly/2DCWPw0">https://bit.ly/2DCWPw0</a></li> <li>- Promoted in the <a href="#">SFU Faculty of Education Undergraduates &amp; Prospective Teachers</a> Facebook group page that I created in fall 2019</li> <li>- Outreach to Education Senior Welcome Leaders and Peer Mentors to help distribute the guidebook</li> <li>- Plan to promote through Education Student Association (ESA) media pages</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	24 hours

## Environment Representative (Anuki Karunajeewa)

### Meeting Summary and Comments

<b>Meeting, Date</b>	BIPOC committee Sept 1, 2020
<b>Parties Attending</b>	BIPOC committee members, staff and myself
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Weekly scheduled meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Presentation from Health and Counselling</li><li>- Discussions about athletics name change campaign</li></ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	SFSS board meeting Sept 4, 2020
<b>Parties Attending</b>	SFSS board of directors, staff, guests and myself
<b>Meeting Length (Hrs)</b>	3 hours
<b>Reason</b>	biweekly scheduled meeting
<b>Summary and Outcome</b>	Motions passed regarding <ul style="list-style-type: none"><li>- the adoption of SFSS privacy policies</li><li>- SFSS branded face masks. The masks will be beneficial for students who sign up for the food hub program and students have been asking for masks</li><li>- the board condemning SFU's decision to increase tuition</li></ul>
<b>Next Steps</b>	Follow up about masks with Sindhu & Corbett

<b>Meeting, Date</b>	Anti-TMX campaign meeting Sept 3, 2020
<b>Parties Attending</b>	Victor, Iulia, Jane, Simran, WeiChun, Jane, Christina, Sude and Myself
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Regular scheduled meeting
<b>Summary and Outcome</b>	Letter + Campaign Updates Map graphics update SFU release update SFSS new mode subscription Adding the letter to Dogwood and SFU350 website Discussed video and script - Victor is working on it
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Anti-TMX campaign meeting Sept 11, 2020
<b>Parties Attending</b>	Jane, Iulia, Christina, WeiChun, Simran, Victor and myself
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Regular scheduled meeting
<b>Summary and Outcome</b>	Updates on media release Updates from Simran and Victor on video Updates on social media and discussed upcoming posts
<b>Next Steps</b>	Update group calendar and be check in lead

## Projects and Events

<b>Project/Event Title</b>	SFSS clubs day shift
<b>Updates and Upcoming Plans</b>	Corbett, Matt, Phum and myself spoke about the SFSS to students and answered students' questions.
<b>Relevant Strategic Priorities</b>	N/A
<b>Total Time (Hrs)</b>	2 hours

<b>Project/Event Title</b>	SFSS music events
<b>Updates and Upcoming Plans</b>	Posted music mondays, helped manage the instagram and instagram post.
<b>Relevant Strategic Priorities</b>	Created group chat with Jennifer and Ahad so we can communicate about the project with each other and help each other out.
<b>Total Time (Hrs)</b>	2 hours

<b>Project/Event Title</b>	Food justice event planning
<b>Updates and Upcoming Plans</b>	Put in a work order to get graphics to share the event on social media, followed up with the speakers. Passed motions to receive grants for honorarium and prizes.
<b>Relevant Strategic Priorities</b>	N/A
<b>Total Time (Hrs)</b>	2 hours

## Health Science Representative (Nafoni Modi)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Podcast Meeting, September 1
<b>Parties Attending</b>	Jennifer, Pariya, Balqees, Nafoni
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	To discuss the details of the SFSS podcast
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Episode ideas</li><li>- Deadlines and schedule</li></ul>
<b>Next Steps</b>	<ul style="list-style-type: none"><li>- Create application form</li><li>- Start planning next few episodes</li></ul>

<b>Meeting, Date</b>	BIPOC Committee, September 1
<b>Parties Attending</b>	BIPOC Committee, staff
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Regularly scheduled bi-weekly meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Presentation from Health and Counselling</li><li>- Discussions around letter re: Name Change campaign</li></ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	AGM Committee, September 3
<b>Parties Attending</b>	AGM Committee, Staff
<b>Meeting Length (Hrs)</b>	1.5 hours
<b>Reason</b>	Regular bi-weekly meeting
<b>Summary and Outcome</b>	
<b>Next Steps</b>	

<b>Meeting, Date</b>	SFSS Board Meeting, September 4
<b>Parties Attending</b>	BOD, Society Staff, Guests
<b>Meeting Length (Hrs)</b>	3 hours
<b>Reason</b>	
<b>Summary and Outcome</b>	Discussed: <ul style="list-style-type: none"><li>- Branded face masks</li></ul>

	<ul style="list-style-type: none"> <li>- New mode software</li> <li>- Tuition increase</li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	Call with Megan, September 10th
<b>Parties Attending</b>	Myself, Megan
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discussing what we would like for the artwork
<b>Summary and Outcome</b>	
<b>Next Steps</b>	

<b>Meeting, Date</b>	Call with Megan, September 14th
<b>Parties Attending</b>	Myself, Megan
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	To discuss artwork she created and suggest edits
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Will be making appropriate edits and sending back to me to discuss with Podcast group</li> </ul>
<b>Next Steps</b>	

## Projects and Events

<b>Project/Event Title</b>	NEW/Mode Software
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- Research on software</li> <li>- Preparing the relevant briefing note</li> </ul>
<b>Relevant Strategic Priorities</b>	
<b>Total Time (Hrs)</b>	2 hours

<b>Project/Event Title</b>	PODCAST
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- Prepping notes from previous meetings</li> <li>- Working with Megan to create artwork</li> </ul>
<b>Relevant Strategic Priorities</b>	
<b>Total Time (Hrs)</b>	1.5 hours

<b>Project/Event Title</b>	MARE
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"><li>- Organizing and preparing notes and previous work</li><li>- Creating todo's and timelines for the project</li></ul>
<b>Relevant Strategic Priorities</b>	
<b>Total Time (Hrs)</b>	1 hour

## Science Representative (WeiChun Kua)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Joint Working Group: SFSS By-Law Review, Sept 3, 2020
<b>Parties Attending</b>	<p><b>Board Members:</b> Gabe Liosis (VP University Relations), Corbett Gildersleve (VP Finance), Osob Mohamend (President), WeiChun Kua (Science Representative), Matthew Provost (VP Student Services)</p> <p><b>Council Members:</b> Helen Pahou (Political Science Councillor), Kayla Chow (SASU Councillor), Alvin David (Engineering Science Councillor)</p> <p><b>Staff:</b> Sarah Edmunds (Campaigns, Research and Policy Coordinator), Lawrence Jones (Transition Manager)</p>
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Regularly Scheduled Meeting to work on By-Law Review
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Discussed council by-election if council members decide to run for a vacant Exec position. We decided it would be best to leave it to individual student unions on how they want to fill their council seat if it were vacant.</li> <li>• Agreed upon Special Resolution 1 where it's mostly changes so that SFSS by-laws complies with the Society Act</li> <li>• Agreed with Special Resolution 2 which deals with changes to Executive Portfolio             <ul style="list-style-type: none"> <li>○ The merging of VP Student Services and VP Finance role into VP Finance and Services</li> <li>○ Addition of VP Internal and VP Equity and Sustainability</li> </ul> </li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	Pre-meeting for IS BC Advocacy Office, Sept 4, 2020
<b>Parties Attending</b>	Harjap Grewal (GSS Advocate & Policy Advisor), Rahil Adeli (Director of Academic Relations), Samad Raza (VP External), WeiChun Kua (Science Representative)
<b>Meeting Length (Hrs)</b>	45 mins
<b>Reason</b>	Initial conversation on International Student BC Advocacy Office
<b>Summary and Outcome</b>	Discussed about starting an International Student BC Advocacy Office in coordination with national International Student Advocacy by Migrant Students United
<b>Next Steps</b>	Contact other student unions in the Lower Mainland if they're interested in getting involved in this initiative.

<b>Meeting, Date</b>	SFSS Board Meeting, Sept 4, 2020
<b>Parties Attending</b>	<p><b>Board Members:</b> 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</p>



	(At-Large Representative), Phum Luckkid (At-Large Representative), Anuki Karunajeewa (Environment Representative), Sude Guvendik (FASS Representative), Emerly Liu (Education Representative), Harry Preet Singh (FAS Representative);  <b>Staff:</b> Sarah Edmunds (Campaigns, Research and Policy Coordinator), Sindhu Dharmarajah (Communications Coordinator), Lawrence Jones (Transition Manager)
<b>Meeting Length (Hrs)</b>	3 hours
<b>Reason</b>	Regular Bi-weekly Meeting
<b>Summary and Outcome</b>	<p><b>Motions:</b></p> <ol style="list-style-type: none"> <li>1. Passed motion to spend around \$1,900 on SFSS Branded Reusable Facemask <ul style="list-style-type: none"> <li>o Facemask are going to be handed out during Food Hub or to students who are coming to campus for in-person labs and such.</li> </ul> </li> <li>2. Passed motion to spending up to \$1,700 for a 3 month subscription to <a href="#">New/Mode</a> for advocacy campaigns. <ul style="list-style-type: none"> <li>o It allows for features like Tweet storm and sending email petitions.</li> </ul> </li> <li>3. Approved SFSS Privacy Policies</li> <li>4. Passed motion to recommend adding a motion in the AGM agenda, to condemn SFU's tuition raise during a pandemic</li> </ol> <p><b>Discussions:</b></p> <ol style="list-style-type: none"> <li>1. Faculty of Applied Sciences' student group funding <ul style="list-style-type: none"> <li>o The faculty is suspending funding to student groups or unions that they usually provide funds to. Harry (FAS Rep) will look into it more and contact the department chair.</li> </ul> </li> <li>2. SUB Opening <ul style="list-style-type: none"> <li>o Board members are in consensu to hold the opening of SUB to the public due to the recent spike in COVID cases. Most cases are in the age range of students, 20-24 years old. Fall is also flu season.</li> </ul> </li> </ol>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Joint Working Group: SFSS By-Law Review, Sept 10, 2020
<b>Parties Attending</b>	<p><b>Board Members:</b> Gabe Liosis (VP University Relations), Corbett Gildersleve (VP Finance ), Osob Mohamend (President), WeiChun Kua (Science Representative), Matthew Provost (VP Student Services)</p> <p><b>Council Members:</b> Helen Pahou (Political Science Councillor), Kayla Chow (SASU Councillor), Alvin David (Engineering Science Councillor)</p> <p><b>Staff:</b> Sarah Edmunds (Campaigns, Research and Policy Coordinator),</p>
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Regularly Scheduled Meeting to work on By-Law Review
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Agreed upon Special Resolution 3 which include proposed changes that improves clarity on how Student Unions, Constituency Groups, and other Student Groups appear in the SFSS By-law</li> <li>• Agreed upon Special Resolution 4 which related to empowering Council to become the legal Board of Directors of SFSS, as well as changes to structures that allow</li> </ul>
<b>Next Steps</b>	Bring proposals to Governance Committee meeting on Sept 15th so it can be approved

<b>Meeting, Date</b>	SFSS Rebranding Working Groups meeting, Sep 10, 2020
<b>Parties Attending</b>	Samad Raza (VP External), WeiChun Kua (Science Representative), Haider Masood (FCAT Representative), Jennifer Chou (VP Student Life), Sindhu Dharmarajah (Communications Coordinator)
<b>Meeting Length (Hrs)</b>	45 mins
<b>Reason</b>	Updates on progress of project
<b>Summary and Outcome</b>	Working group members are at capacity due to other board related work, first week of classes, and virtual clubs days week
<b>Next Steps</b>	Research team will do research asap when they are more free after the second week of class

<b>Meeting, Date</b>	Science All-DSU Meeting, Sept 15, 2020
<b>Parties Attending</b>	<b>Board Member:</b> WeiChun Kua (Science Representative), <b>SFU Staff:</b> Thomas Leischner (Science Student Engagement Coordinator) <b>DSU Execs:</b> Kennedy Hoven (President, Biology Student Union), Alex Kristinsson (Earth Sciences Student Union), Shariq Ahsan (President, Physics Student Association), Stephanie Sonea (President, Chemistry Student Society)
<b>Meeting Length (Hrs)</b>	1 hour 30 mins
<b>Reason</b>	Regular Bi-weekly Meetings
<b>Summary and Outcome</b>	<ol style="list-style-type: none"> <li>1. Agenda Setting Faculty of Science Deans <ul style="list-style-type: none"> <li>○ Discuss and work on agendas so we can start reaching out to the Deans to set up a meeting to talk about pain points we can work on together</li> </ul> </li> <li>2. Discuss which DSU is having elections this term <ul style="list-style-type: none"> <li>○ Chemistry is having their nomination period now and only 2 positions that don't have nominations yet.</li> </ul> </li> </ol>
<b>Next Steps</b>	Put together an agenda and do some data gathering for Open Educational Resources in the Science Faculty.

## Projects and Events

<b>Project/Event Title</b>	Trans Mountain Expansion Project (TMX) Advocacy and Awareness
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>● Sent of letter to Prime Minister Justin Trudeau and launch our #StudentsAgainstTMX campaign on <a href="#">FB</a>, <a href="#">Insta</a> and <a href="#">Twitter</a></li> <li>● Students can take actions that are listed <a href="#">here</a>.</li> <li>● Will continue to amplify and see if it will be addressed in the upcoming Throne Speech on Sept 23rd.</li> </ul>
<b>Relevant Strategic Priorities</b>	Student Safety and Wellbeing
<b>Total Time (Hrs)</b>	4 hours

<b>Project/Event Title</b>	SFSS Burnaby Food Hub Program
<b>Updates and Upcoming Plans</b>	Food Hub is going well, no updates here. Just regular weekly tabling on Wednesday
<b>Relevant Strategic Priorities</b>	Student Wellbeing
<b>Total Time (Hrs)</b>	8 hours