

BOARD COMMITTEE AND WORK REPORTS

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SFSS BOARD WORK REPORT

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SFSS BOARD COMMITTEE UPDATE

This report summarizes SFSS committee activities that took place from
Sept 16 - Sept 30, 2020

Accessibility Advisory

Committee Chair	Jennifer Chou (VP Student Life)
# of Meetings	1
Total Time (Hrs)	1.5 hours
Summary	<ul style="list-style-type: none"> • Debrief document: https://docs.google.com/document/d/1ZvN05ljGADiMA-WeGOHaE0tGOhx6FX3IDyJnpl0Zml/edit • Passed motion on approving money for an event • Discussed working on Accessibility Standard Policy Appendices • Went over the Accessibility Bursary and how we would want to handle it ourselves rather than have SFU disburse it (they often require more documentation which could be a barrier)
Ongoing Projects	<ul style="list-style-type: none"> • Hiring Accessibility Designated Assistant • Psycho-educational Assessments • Setting up bursary using the fund • Accessibility audit for the SUB • Collaboration with SFU Health & Counselling • Clear Masks • Improving accessibility fund request form
Relevant Strategic Priorities:	<ul style="list-style-type: none"> • Student well-being • Student financial health

Black Indigenous People of Color

Committee Chairs	Matthew Provost (VP Student Services) & Balqees Jama (At- Large Representative)
# of Meetings	1
Total Time (Hrs)	2.5
Summary	<ul style="list-style-type: none"> - Anti-Racism Workshop for faculties - DSU Mandates this discussion included working with DSU's to mandate that they will work towards anti-racism in their DSU's - Orange shirt day campaign - Our Decision (SFU Team Name Change) - SFU350's Climate Emergency Declaration Letter this was how to reach out to more BIPOC folks

Ongoing Projects	<ul style="list-style-type: none"> - Anti-racism work - Health and Counselling support for BIPOC folks - Our Decision SFU Team Name Change - DSU Mandates - Reconciliation - Anti-Racism working group collaboration
Relevant Strategic Priorities:	Student engagement and advocacy

Events

Committee Chair	Jennifer Chou (VP Student Life)
# of Meetings	1
Total Time (Hrs)	1.5 hours
Summary	<ul style="list-style-type: none"> ● Debrief document: https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL77GwfTG4J4Cvp326DM/edit ● Highlights: <ul style="list-style-type: none"> ○ Passed motions for Food Justice Webinar facilitators (one for the event on Friday the 25th, one for the event sometime in October) ○ Passed motion for an NHL watch party event ○ Discussed applications received for student group collaborations ○ Discussed events for October ○ Provided updates from previous workshops/events
Ongoing Projects	<ul style="list-style-type: none"> ● Mental Health Mondays Giveaways ● Student Time Management Workshop ● Food Justice Webinar ● Rave Streaming Party event ● Cultural Week ● Graphic design workshops (Illustrator and Figma) ● Dance workshop/week ● Pets Meet n Greet ● NHL Watch Party ● Photography workshops ● Samosas Food workshop ● Bullet journaling workshop ● Stranger Things Murder Mystery Night ● Modern Family Trivia Night ● Music Trivia ● Friends Trivia Night ● Mental Health Workshop ● Horror Movie Night ● Cooking workshops (low-budget student-friendly) ● Lantern craft workshop ● Fall-themed paint night
Relevant Strategic Priorities:	Student engagement

Executive Committee

Committee Chair	Osob Mohamed
# of Meetings	1
Total Time (Hrs)	2hrs
Summary	We appointed a vice chair, discussed the ongoing board work plan, and discussed getting an admin assistant to help out with SUB meeting related minutes. We also had an update regarding major projects for Fall, and developed an election working plan.
Ongoing Projects	Administrative restructuring, Board work planning
Relevant Strategic Priorities:	Organizational development

External & Community Affairs

Committee Chair	Samad Raza
# of Meetings	1
Total Time (Hrs)	1 hr
Summary	Committee discussed the upcoming election campaign, RHA restart, and reviewed UPass.
Ongoing Projects	BC elections
Relevant Strategic Priorities:	RHA restart with UAA, and election campaign

Faculty and At-Large Representatives

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

Finance and Administrative Services

Committee Chair	VP Finance, Corbett Gildersleve
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# of Meetings	1
Total Time (Hrs)	1
Summary	<p>We met to discuss:</p> <ul style="list-style-type: none"> ● Increasing the petty cash for clubs from \$20 a term to \$100 a term <ul style="list-style-type: none"> ○ Requested from MSAC chair At-Large Rep Phum Lukkid ○ Was requested change from club and student union funding focus group feedback ○ Because petty cash and grants come from the same budget line item, this could result in less grants being approved, but since past years, we've been under budget in that line item, we can afford the increase ○ Reason for the funding increase is to allow clubs more flexibility in purchasing emergency items for events or reducing the need for small grants
Ongoing Projects	<ul style="list-style-type: none"> ● Club and Student Union Funding Model Review ● Participatory Budgeting ● Investment Policy Implementation
Relevant Strategic Priorities:	<ul style="list-style-type: none"> ● Organizational Development ● Student Financial Health

First Year Engagement

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

Governance

Committee Chair	Gabe Liosis
# of Meetings	Sep 16
Total Time (Hrs)	Sep 16 - 0.75 Hrs
Summary	<ul style="list-style-type: none"> - Approved a motion to approve By-Law Proposals #1 - #4, and recommended that the Board of Directors place the proposals as special resolutions on the Annual General Meeting agenda. <ul style="list-style-type: none"> - Amended Proposal #3 to fix a small inconsistency - Approved a motion to task the By-Law Review Working Group to review the SFSS Elections and Referenda Policies and update them to be consistent with the new governance structure, to pass at the Board table should the

	<p>By-Laws pass at the Annual General Meeting.</p> <ul style="list-style-type: none"> - Approved a motion to recommend to the Board to change the Clubs Terms of Reference to allow clubs to make their own constitutions or rules (as long as they don't conflict with the TOR). - Began the process of making a Member Services Policy on raising the petty cash request amount.
Ongoing Projects	<ul style="list-style-type: none"> - By-Law Review - By-Law Campaigning for AGM - Elections Policies Review - Developing a Member Services Policy for Petty Cash Requests
Relevant Strategic Priorities:	Organizational Development

Member Services Advisory

Committee Chair	Phum Luckkid
# of Meetings	1
Total Time (Hrs)	1
Summary	<p>Travel and Conference Funding Overhaul</p> <ul style="list-style-type: none"> - Result of survey, engineering clubs expressed concern that travel funding is not adequate for use in competitions or conferences. Committee wanted to make another focus group to redo this type of funding - Created an invitation list, an invitation message and an eventbrite link to the focus group <p>Increasing grant prize maximum</p> <ul style="list-style-type: none"> - Top Secret, but we changed the maximum funding during COVID-19 for prizes (formerly \$50, now ????) <p>Verification of club/DSU participation</p> <ul style="list-style-type: none"> - Submitted by the MSC's, there is no standard way of writing a reference letter to a club or DSU exec - Surrey MSC Shelley has a template, she will share with the rest of the MSC's <p>Food/Catering for virtual events</p> <ul style="list-style-type: none"> - Also top secret, we changed the maximum food funding during COVID-19 to account for food delivery <p>Club/DSU Exec social</p> <ul style="list-style-type: none"> - Thinking of creating a social for execs, similar to previous years in order to foster relations with SFSS clubs as well as provide a networking opportunity for club execs for future collaborations - Will investigate successes and failures of previous collaborations and gauge interest from execs
Ongoing Projects	Travel and Conference Funding, DSU funding changes, Club/DSU Exec social
Relevant Strategic Priorities:	Student Financial Health, Student Engagement

Nomination

Committee Chair	Matthew Provost (VP Student Services)
# of Meetings	0

Total Time (Hrs)	0
Summary	n/a
Ongoing Projects	Finalizing Shortlisted Candidates for First Year Engagement Committee
Relevant Strategic Priorities:	Student Engagement

Surrey Campus

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

University & Academic Affairs

Committee Chair	Gabe Liosis
# of Meetings	0 <i>*next meeting: October 1st</i>
Total Time (Hrs)	0
Summary	N/A
Ongoing Projects	<ul style="list-style-type: none"> - Currently working on organizing a system of Working Groups to operate under the UAA Committee <ul style="list-style-type: none"> - OER, Mandatory Anti-Racism Education (MARE), Gondola, Issues Policies, Mental Health, History of Student Activism, Emergency Response and Community Engagement
Relevant Strategic Priorities:	Student Wellbeing, Student Financial Health, University Relations, Government and Stakeholder Relations, Organizational Development

Vancouver Campus

Committee Chair	Haider Masood
# of Meetings	Committee did not meet
Total Time (Hrs)	
Summary	

Ongoing Projects	
Relevant Strategic Priorities:	

SFSS BOARD WORK REPORT

This report reflects the Board work from
Sept 16 - Sept 30, 2020

President (Osob Mohamed)

Meeting Summary and Comments

Meeting, Date	Governance Committee - September 16th
Parties Attending	Governance committee members, staff
Meeting Length (Hrs)	1hr
Reason	Bi-weekly meeting
Summary and Outcome	We approved the 4 Bylaw proposals in preparation to make a recommendation to the Board, to approve for the upcoming Annual General Meeting. We also tasked the working group to begin a review of the Elections and Referenda policies, in preparation for new Bylaws in the case that they pass.
Next Steps	N/A

Meeting, Date	SFSS Clubs Days - September 16th
Parties Attending	SFSS Board Members
Meeting Length (Hrs)	2hrs
Reason	Tabling at SFSS Virtual Booth
Summary and Outcome	I tabled for the SFSS, and had a chance to talk with students who popped in about the SFSS, our different advocacy initiatives, services, and events. It was a lot of fun, and I'd say our first virtual clubs days were a success!
Next Steps	N/A

Meeting, Date	SFSS x SFU Student Technology Support - September 17
Parties Attending	Sandeep Sidhu (SFU IT Services), Matt Provost (VP Services)
Meeting Length (Hrs)	30 mins
Reason	Monthly meeting
Summary and Outcome	Matt and I met with SFU IT services to discuss the new platform for student discounts for hardware. We also discussed the SUB opening, and they have offered to help us out with any virtual events we might want to hold.

Next Steps	N/A
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Meeting, Date	Translink Burnaby Mountain Gondola: General Stakeholder Meeting - September 17th
Parties Attending	Gabe Liosis (VP University Relations)
Meeting Length (Hrs)	1hr
Reason	Stakeholder meeting
Summary and Outcome	Translink prepared a presentation, and a Q & A on the BMG project. We gave our input during the Q&A session, in which we let the group know our support of the project in general, and particularly for Route 1 from Production Way Station to SFU directly.
Next Steps	N/A

Meeting, Date	Working Conditions Meeting - September 17
Parties Attending	Fiona Brady-Lenfesty, Nancy Mah, Melanie Link (CUPE 3338), Lawrence Jones (Transition Manager)
Meeting Length (Hrs)	1.25hrs
Reason	Regular meetings
Summary and Outcome	We discussed a number of staff relations issues.
Next Steps	N/A

Meeting, Date	JOG Agenda Setting - September 17
Parties Attending	Matt McDonald (GSS), Erin Biddlecombe (SFU)
Meeting Length (Hrs)	30 mins
Reason	Monthly meeting in preparation for JOG
Summary and Outcome	Each month, the three of us meet to prepare the agenda for the upcoming Joint Operations Group meeting. Here, I bring the issues the SFSS would like to discuss with University administration.
Next Steps	N/A

Meeting, Date	SUB Insurance Meeting - September 18
Parties Attending	Nedia Vanderelst, Len Bennett (SFU), John Walsh (Building Manager), Corbett Gildersleve (VP Finance)
Meeting Length (Hrs)	1hr
Reason	Discussing SUB insurance requirements
Summary and Outcome	We had a discussion regarding some issues with out certificate of insurance for the SUB and some changes needing to be made.

Next Steps	Follow up with Corbett regarding these requests
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Meeting, Date	SFSS Board Meeting - September 18th
Parties Attending	Board of Directors, Staff, Councillors & Guests
Meeting Length (Hrs)	4hrs
Reason	Bi-weekly meeting
Summary and Outcome	We received presentations from Business Rep Mehtaab Gill regarding his work plan, Embark regarding their planters proposal and from SFU ESports to discuss the future of the gamers lounge and their proposal. We passed motions regarding SUB space allocation, Vancity Investments signing authorities, and the Surrey Campus Committee. Our discussion items included SFU refund deadlines, a SFSS online "State of the Society" event, and Council social media accounts.
Next Steps	Follow up with Council re:Social Media

Meeting, Date	Translink Open House - September 19th
Parties Attending	Gabe Liosis (VP University)
Meeting Length (Hrs)	1hr
Reason	Gondola project lobbying
Summary and Outcome	Translink prepared a presentation, and a Q & A on the BMG project. We gave our input during the Q&A session, in which we let the group know our support of the project in general, and particularly for Route 1 from Production Way Station to SFU directly.
Next Steps	N/A

Meeting, Date	SUB COVID-19 Strategy Meeting - September 22
Parties Attending	Corbett Gildersleve (VP Finance), John Walsh (Building Manager)
Meeting Length (Hrs)	1hr
Reason	Safety plan review
Summary and Outcome	Discussing the SUB safety plan, and clarifying some items within the plan.
Next Steps	I've provided info regarding the missing pieces, and we will be presenting to staff once it is complete.

Meeting, Date	Translink Telephone Townhall - September 22
Parties Attending	Gabe Liosis (VP University)
Meeting Length (Hrs)	1hr
Reason	Gondola Lobbying

Summary and Outcome	Translink prepared a presentation, and a Q & A on the BMG project. We gave our input during the Q&A session, in which we let the group know our support of the project in general, and particularly for Route 1 from Production Way Station to SFU directly.
Next Steps	N/A

Meeting, Date	Election Campaign Meeting - September 23
Parties Attending	Samad (VP External), Gabe (VP University), Sarah (Campaign, Policy and Research Coordinator)
Meeting Length (Hrs)	30 mins
Reason	Discuss provincial election campaign
Summary and Outcome	We talked about a two-pronged campaign- one piece where we inform students about how and when to vote, and then also discussing the GOTV, and ensuring that students know what the issues arising in the election are and why it's important to vote.
Next Steps	N/A

Meeting, Date	HR and Personnel Committee - September 23
Parties Attending	HR and Personnel Committee members, Staff
Meeting Length (Hrs)	2hrs
Reason	Monthly meeting
Summary and Outcome	We discussed the COVID-19 safety plan, and I provided updates on some ongoing grievances, one of which has been resolved. We also discussed the status of ongoing hiring committees, and approved the hiring of 2 additional administrative assistants.
Next Steps	N/A

Meeting, Date	SFSS Council Meeting - September 23
Parties Attending	SFSS Council, Board, Staff
Meeting Length (Hrs)	2hrs
Reason	Bylaw Proposal
Summary and Outcome	Helen (Council Vice-Chair) did a presentation on the bylaw proposal, particularly looking at bylaw 4 which focuses on Council empowerment. This was followed by a vote at their September 30th meeting.
Next Steps	N/A

Meeting, Date	SFSS Staff Meeting - September 23
Parties Attending	SFSS Staff
Meeting Length (Hrs)	1hr

Reason	Monthly meeting
Summary and Outcome	We provided updates on what the Board is working on and also what staff have been working on, and discussed the COVID-19 safety plan that would be coming up at a future meeting. We also provided updates on new hires, and ongoing hiring committees.
Next Steps	N/A

Meeting, Date	Meeting with BCFS re: Election Campaign
Parties Attending	Samad (VP External), Tanysha Klassen (BCFS)
Meeting Length (Hrs)	30 mins
Reason	Discussing BCFS Get out the Vote campaign
Summary and Outcome	Samad and I set up this meeting as a follow up to the conversation we had with the Board about what we wanted to see added to the campaign. Considering the snap election was called, this was not possible. We brought this back to the board to see if we still wanted to sign on
Next Steps	Followed up at subsequent board meeting

Meeting, Date	Executive Committee Meeting - September 24
Parties Attending	Executive committee members, Staff
Meeting Length (Hrs)	1.5hrs
Reason	Bi-weekly meeting
Summary and Outcome	We appointed a vice chair, discussed the ongoing board work plan, and discussed getting an admin assistant to help out with SUB meeting related minutes. We also had an update regarding major projects for Fall, and developed an election working plan.
Next Steps	N/A

Meeting, Date	Joint Operations Group Meeting - September 24
Parties Attending	SFSS Board, GSS Executive, SFU Administrators
Meeting Length (Hrs)	1.5hrs
Reason	Monthly meeting
Summary and Outcome	The first hour of the meeting, we received a presentation from Martin Pochurko (SFU Finance) and Jon Driver (SFU Academics) regarding SFU's budget, enrollment, budget allocation, and budgeting process. They conceded that we did not receive nearly enough time last year to give appropriate feedback, and said we would get more time this year. We also discussed enrollment numbers, student safety for in-person classes, issues regarding withdrawal deadlines, and the TMX project.
Next Steps	N/A

Meeting, Date	Finance and Administrative Services Committee - September 24
Parties Attending	FASC committee members, Staff
Meeting Length (Hrs)	1hr
Reason	Monthly meeting
Summary and Outcome	We discussed increasing petty cash allocations for clubs, which came up as a result of the group feedback focus groups done earlier this year. Governance would need to approve said change.
Next Steps	N/A

Meeting, Date	SFSS Board Meeting - September 25
Parties Attending	SFSS Board, staff, guests
Meeting Length (Hrs)	3hrs
Reason	Bylaw discussion
Summary and Outcome	Gabe gave us a rundown of the bylaw proposals once more, in preparation for the next meeting in which they were approved. This gave Board members the opportunity to clarify any questions, and discuss what impacts the changes would have
Next Steps	N/A

Meeting, Date	External and Community Affairs Committee Meeting - September 29
Parties Attending	ECA committee members
Meeting Length (Hrs)	1hr
Reason	Bi-weekly meeting
Summary and Outcome	We discussed the upcoming provincial election, our campaign strategy and main points, and the timeline. We also discussed the conversation Gabe, Samad and I had with SFU Residence and Housing, and how we can help them get the RHA back on their feet after an inactive summer semester.
Next Steps	N/A

Meeting, Date	AGM Technology Discussion - September 29
Parties Attending	Gabe (VP University), Corbett (VP Finance), Lawrence (Transition Manager), Dipti (Events Coordinator)
Meeting Length (Hrs)	0.5hrs
Reason	AGM Preparation
Summary and Outcome	We decided to use Zoom Webinar rather than regular Zoom for our AGM, and prepared some questions to follow up with MECS about.

Next Steps	N/A
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Meeting, Date	Affordability Working Group - September 30
Parties Attending	Working Group members
Meeting Length (Hrs)	1hr
Reason	Monthly meeting
Summary and Outcome	I chaired this meeting, where we discussed the three main points we wanted to tackle first. We looked into compiled resources about food security, looking into Quest food exchange, financial predictability and developing a centralized finance calendar, and OERs. We also are preparing for a press release in the near future.
Next Steps	Review compiled resources, and look into signing the SFSS up with Quest again

Projects and Events

Project/Event Title	Student Societies Orientation
Updates and Upcoming Plans	I attended the All-Student Societies Orientation, and prepared and gave a presentation on behalf of the SFSS. Other attendees included CJSF, SFPIRG, the Peak, the GSS and Embark.
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	5hrs

Project/Event Title	SUB Safety Plan
Updates and Upcoming Plans	Coordinating with the HR and Personnel committee and John (Building Manager) to clarify on some pieces regarding the CA, and return to work plans.
Relevant Strategic Priorities	Organizational development
Total Time (Hrs)	2hrs

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

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

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

VP Student Services (Matthew Provost)

Meeting Summary and Comments

Meeting, Date	Governance Committee, 9/16
Parties Attending	SFSS BOD: Gabe Liosis (VP University Relations), Corbett Gildersleve (VP Finance), Osob Mohamed (President), WeiChun Kua (Science Rep), Balqees Jama (At-Large Rep) Council: Zaid Lari (Council Chair) Society Staff: Sarah (Campians, Research Coordinator), Somayeh (Admin)
Meeting Length (Hrs)	2 hrs
Reason	Bi-weekly meeting
Summary and Outcome	This governance meeting was solely focused on approving the By-Law recommendations so we could bring them to the board table to be approved by the BOD. We reviewed the Special resolution draft and By-Law proposals 1-4.
Next Steps	<ul style="list-style-type: none">- These proposals will be brought to the board table in order to approve them for the AGM

Meeting, Date	SFSS and SFU IT, 9/17
Parties Attending	SFSS BOD: Osob Mohamed (President) SFU IT
Meeting Length (Hrs)	30 mins
Reason	Monthly check in
Summary and Outcome	We discussed the virtual tabling event that we were a part of and gave our feed back. I believe the program we used was called Hopin over all the virtual tabling was a success and there was positive feedback we expressed that this would be useful for also the spring semester. We also gave updates on our end about the Student Union Building
Next Steps	n/a

Meeting, Date	ISC x Orange Shirt Day, 9/17
Parties Attending	ISC Staff: Lisa
Meeting Length (Hrs)	30 minutes
Reason	Brainstorming/ Timeline/ Collaboration
Summary and Outcome	I checked in with the folks from Indigenous Student Centre to see if there's any information they wanted us to share for Orange Shirt Day. I was able to get some initial planning done for this social media campaign
Next Steps	<ul style="list-style-type: none">- Reaching out Jesse from ISC to forward communications package- Link our comms coordinator and share resources

Meeting, Date	Orange Shirt Day Initial Meeting, 9/18
Parties Attending	Society Staff: Sindhu (Communication Coordinator)
Meeting Length (Hrs)	40 min
Reason	Brainstorming / Timeline
Summary and Outcome	I met with our communications coordinator in order to pitch a few ideas for social media Campaign for Orange Shirt Day. Orange Shirt Day recognizes the Residential School Survivors in Indigenous communities. I discussed graphic ideas and also how we can collaborate with Indigenous Student Centre to share content.
Next Steps	<ul style="list-style-type: none"> - I will be compiling resources that our communications coordinator will be sharing on social media platforms - I will be writing a statement that will go out on social media - I have made recommendations for graphic ideas - I will be reaching out ISC to connect on their communications package

Meeting, Date	SFSS Board Meeting, 9/18
Parties Attending	SFSS BOD, Society Staff, The Peak
Meeting Length (Hrs)	3 hr
Reason	Bi-Weekly Meeting
Summary and Outcome	I was unable to attend this meeting and submitted regrets due to family emergency and I was in Alberta this week
Next Steps	Will read meeting minutes and follow up with the recorded meeting as well as reach out other board members.

Meeting, Date	BIPOC Committee, 9/21
Parties Attending	SFSS BOD: Balqees Jama (At-Large Rep), WeiChun Kua (Science Rep), Nafoni Modi (Health Sciences Rep), Anuki Karunajeewa (Environment Rep) Council: Victor At-Large: Zaina, Nim, Milan, Marie, Flourish FNSA: Keianna/ Kali SOCA: Monique Society Staff: Somayeh
Meeting Length (Hrs)	2 hr
Reason	Bi-weekly meeting
Summary and Outcome	
Next Steps	

Meeting, Date	Indigenous Student Centre Town Hall, 9/23
Parties Attending	ISC Staff, Students, Joy Johnson

Meeting Length (Hrs)	1.5 hr
Reason	Monthly Town Hall
Summary and Outcome	Indigenous Students had the opportunity to meet the new president Joy Johnson
Next Steps	N/a

Meeting, Date	HR & Personnel Committee, 9/23
Parties Attending	SFSS BOD: Corbett Gildersleve (VP Finance), Osob Mohamed (President), Balqees Jama (At-Large Rep) Society Staff: Lawrence (Transition Manager)
Meeting Length (Hrs)	2 hr
Reason	Regular meeting
Summary and Outcome	<ul style="list-style-type: none"> - We discussed updates around hiring committees for both Board Organizer and Operations organizer. The hiring committees will be starting soon! - From here our discussion went In-Camera for the remainder of the meeting
Next Steps	N/a

Meeting, Date	Executive Committee, 9/24
Parties Attending	SFSS BOD: Osob Mohamed (Pres), Corbett Gildersleve (VP Finance), Gabe Liosis (VP University Relations, Jen Chou (VP Student Life), Samad Raza (VP External Relations) Society Staff: Lawrence (Transition Manager), Somayeh (Admin)
Meeting Length (Hrs)	1.5 hr
Reason	Regular scheduled meeting
Summary and Outcome	We discussed the board annual work plan and also major projects that we are focusing on for the Fall semester. Also with the recent news of BC elections we are prioritizing sharing on our platforms for students to access voting and get more information.
Next Steps	N/a

Meeting, Date	Build Committee Meeting, 9/25
Parties Attending	SFSS BOD: Corbett Gildersleve (VP Finance), Gabe Liosis (VP University Relations) Society Staff: John (Building Manager) SFU Project managers
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting
Summary and Outcome	We got updates on the inspection that is going to occur early October and also discussion around finalizing some small things in the SUB so the project can be finished
Next Steps	Next meeting happening next month

Meeting, Date	SFSS Board Meeting, 9/25
Parties Attending	SFSS BOD, Society Staff, Guests
Meeting Length (Hrs)	3 hr
Reason	Bylaw special resolution and review of finalized proposals
Summary and Outcome	This meeting was specifically scheduled to review the bylaw proposals and special resolutions for the AGM that is happening Oct. 26th. We addressed concerns from students and also went through these thoroughly
Next Steps	N/a

Meeting, Date	Accessibility Committee, 9/29
Parties Attending	SFSS BOD: Jen Chou (VP Student Life), Emerly Liu (Education Rep), Phum Luckkid (At Large-Rep) At-Large: Vivian, Serena, Jillian Society Staff: Sarah (Campaigns, Research, Policy Coordinator), Somayeh (Admin)
Meeting Length (Hrs)	1.5 hr
Reason	Bi-weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - We approved \$500 from the Accessibility fund for a guest lecture - We discussed the SFSS website and how to make it more accessible and easier to navigate, funding was discussed for the future because this will be costly project - We discussed the Accessibility bursary - Accessibility Assistant and from here we got updates the hiring is still ongoing - Updates around Accessibility Audit - The Accessibility Grant Form has been updated and there are still some more edits to be made and is under review - SFSS will be moving to zoom for meetings and is more accessible for folks and there is a resource for live transcription
Next Steps	n/a

Meeting, Date	Governance Committee, 9/30
Parties Attending	SFSS BOD: Gabe Liosis (VP University Relations), Corbett Gildersleve (VP Finance), Osob Mohamed (President), Balqees Jama (At-Large Rep), WeiChun Kua (Science Rep) Council: Zaid (Council Chair) Society Staff: Sarah (Campaign, Research, Policy Coordinator)
Meeting Length (Hrs)	2 hr
Reason	Bi-weekly meeting
Summary and Outcome	We discussed and reviewed the By-Law proposals 1 through 4. We also discussed the Annual General Meeting to see how we are planning is coming along and to discuss what will be expected.

	From here we discussed the Governance annual plan Discussion on administrative and elections policies.
Next Steps	N/a

Meeting, Date	
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

Projects and Events

Project/Event Title	Orange Shirt Day
Updates and Upcoming Plans	<ul style="list-style-type: none"> - I worked with our communications coordinator Sindhu, and the Indigenous student centre to create an online social media campaign for Orange shirt day - We had information that was shared on our social media and I wrote a statement highlighting key information - I was able to reach out to FNSEA for collaboration
Relevant Strategic Priorities	<ul style="list-style-type: none"> - The campaign was successful was approved by the BOD - This is part of the reconciliation work that is being done SFSS
Total Time (Hrs)	12-15 hrs

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

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

VP External Relations (Samad Raza)

Meeting Summary and Comments

Meeting, Date	Sept 18 - SFSS board meeting
Parties Attending	Board members and staff
Meeting Length (Hrs)	4 hrs
Reason	Regular meeting
Summary and Outcome	SFSS discussed SFU website information issues and communication problems.
Next Steps	N/A

Meeting, Date	Sept - 21 Food Hub Review
Parties Attending	Tara and myself
Meeting Length (Hrs)	30 min
Reason	To review food hub weekly performance
Summary and Outcome	Few more changes might be in order.
Next Steps	N/A

Meeting, Date	Sept 23 - BC election campaign
Parties Attending	Sarah, Osob, Gabe and myself
Meeting Length (Hrs)	30 min
Reason	BC elections
Summary and Outcome	discussed upcoming election and strategize promotion on social media
Next Steps	

Meeting, Date	Sept 23 -BCFS
Parties Attending	Tanaysha (BCFS) - Osob and Myself
Meeting Length (Hrs)	30 min
Reason	BCFS election campaign material
Summary and Outcome	BCFS shared its campaign materials with us to promote on social media
Next Steps	Start the promotion

Meeting, Date	Sept - 24 Exec meeting
Parties Attending	SFSS execs and LJ
Meeting Length (Hrs)	1 hr
Reason	Regular meeting
Summary and Outcome	SFSS annual plan was discussed and BC elections
Next Steps	N/A

Meeting, Date	Sept 25 - SFSS Board meeting
Parties Attending	Board members and Board member
Meeting Length (Hrs)	2 hr
Reason	SFSS bylaw
Summary and Outcome	Motion on endorsing BCFS election campaign was passed and motion on zoom subscription was passed
Next Steps	N/A

Meeting, Date	Sept 29 - UPass chat
Parties Attending	Myself, Matt and Mona from GSS and Steve from SFU
Meeting Length (Hrs)	1 hr
Reason	Review Upass for this term
Summary and Outcome	review Upass for fall - and strategize for UAC meeting
Next Steps	Prepare for UAC

Projects and Events

Project/Event Title	Food Hub
Updates and Upcoming Plans	N/A
Relevant Strategic Priorities	N/A
Total Time (Hrs)	12 - 6 hr each week

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

VP Finance (Corbett Gildersleve)

Meeting Summary and Comments

Meeting, Date	Governance Committee, September 16th
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, VP University Relations Gabe Liosis, Science Rep Weichun Kua, VP Student Services Matt Provost, Transition Manager Lawrence Jones, CRPC Sarah Edmunds
Meeting Length (Hrs)	2 hours
Reason	Reviewing the final Bylaw proposals
Summary and Outcome	We discussed areas of the bylaw proposals created by the working group and approved them.
Next Steps	Present them to Council and the Board for approval by October 2nd.

Meeting, Date	Council Meeting, September 16th
Parties Attending	Council, VP Finance Corbett Gildersleve, President Osob Mohamed, VP University Relations Gabe Liosis, VP Student Life Jennifer Chou, VP External Relations Samad Raza
Meeting Length (Hrs)	1.5 hours
Reason	Biweekly Meeting
Summary and Outcome	I gave a report on the work I have done over the last 4 weeks and asked that Council appoint a member to FASC.
Next Steps	N/A

Meeting, Date	SUB Insurance, September 18th
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, Building Manager John Walsh, SFU Nedra Vanderelst, SFU Len Bennet
Meeting Length (Hrs)	1 hour
Reason	Discuss the SFSS Insurance for the SUB
Summary and Outcome	SFU raised some issues with our certificate of insurance for the SUB and later sent a list of items to fix.
Next Steps	Action Item: Corbett to contact our broker about SFU's requests

Meeting, Date	Board Meeting, September 18th
Parties Attending	Board, Transition Manager Lawrence Jones, CRPC Sarah Edmunds, Communications Coordinator Sindhu Dharma, OOC Coordinator Ashley Brooks (Union Rep)

Meeting Length (Hrs)	4 hours
Reason	Biweekly Meeting
Summary and Outcome	<p>We received:</p> <p>Presentations:</p> <ul style="list-style-type: none"> ● Board work plan for Business Rep Mehtaab Gill (he's working a full-time job and can't make it to board meetings) ● ESports Presentation - Gamer Lounge <p>Motions:</p> <ul style="list-style-type: none"> ● SUB Space Allocations <ul style="list-style-type: none"> ○ CJSF and Embark would like to swap spaces ○ Board approved ● Assigned signing authority for the Vancity Investment Account: VP Finance Corbett Gildersleve, President Osob Mohamed, Transition Manager Lawrence Jones ● Postponed a motion to support the BCFS GOTV campaign due to a lack of action items. Will get more information from them and re-motion ● Appointed people to the Surrey Campus Committee <p>Discussions:</p> <ul style="list-style-type: none"> ● Embark planter proposal <ul style="list-style-type: none"> ○ They would manage multiple large space planters on the SUB balcony and run a student-focused planting program. ○ SFSS would contribute an initial amount of \$5000 to help kickstart the program but Embark would cover future costs. ● SFU Refund Deadlines <ul style="list-style-type: none"> ○ Submitted by me on behalf of the Council Liaison and CSSS Council Rep <ul style="list-style-type: none"> ■ The 100%-refund deadline was at the start of the second week of classes, some classes didn't even meet until the 2nd week due, so it seemed unfair to not allow students more time to get a full refund. ● State of the Society Address <ul style="list-style-type: none"> ○ Basically a statement by the SFSS every term that lets students know what has been happening in the SFSS ○ Could be done through zoom or facebook event ● Council Social Media <ul style="list-style-type: none"> ○ Council would like to have their own social media with more control over posting, similar to SFSS Events IG
Next Steps	N/A

Meeting, Date	Gondola Townhall, September 19th
Parties Attending	VP Finance Corbett Gildersleve
Meeting Length (Hrs)	0.5 hours
Reason	Phone in to learn more about the Gondola project
Summary and Outcome	Nothing new that I haven't heard before, but was still useful to hear from Translink themselves about the Gondola

Next Steps	Plan to attend the event phone-in openhouse and QA to support the gondola and route 1 option
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Meeting, Date	FNSA Finance Meeting, September 21st
Parties Attending	VP Finance Corbett Gildersleve, FNSA Treasurer Kali King Stierle
Meeting Length (Hrs)	0.75 hours
Reason	Discuss FNSA Finances and Budget
Summary and Outcome	We reviewed the annual budget for FNSA, talked about the process for requesting purchases, how to request purchases for new computers and equipment, as well as the total amount of money in the FNSA account
Next Steps	Action Item: Corbett needs to contact John Walsh about the process for purchasing computers for FNSA

Meeting, Date	CJSF Radio Interview, September 22nd
Parties Attending	VP Finance Corbett Gildersleve, CJSF Station Manager Magnus Thyvold
Meeting Length (Hrs)	0.50 hrs
Reason	Interview about the SUB
Summary and Outcome	CJSF interviewed me about the SUB and what students can expect in the building. We talked a bit about the different independent student societies and equity groups, and the vision for multiple support centers. It was a nice conversation.
Next Steps	N/A

Meeting, Date	SFSS-Senate Election Chat, September 22nd
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, Senate Secretary Steven Noel
Meeting Length (Hrs)	1 hour
Reason	Discuss SFSS Bylaw and Election Changes and Impact on SFSS and Senate Elections
Summary and Outcome	Proposed bylaws change would put the SFSS elections before(exec) and after (council the Senate and BOG elections <ul style="list-style-type: none"> ● There was interest at the start of the term to talk with SFU about making the process and rules for SFU and SFSS elections similar ● We updated Steven about proposed changes and talked about how that could impact ● Discussed different election systems in other student societies ● With COVID-19 and online learning, this year's elections will be online-focused for campaigning
Next Steps	N/A

Meeting, Date	SUB Covid Safety Plan Meeting, September 22nd
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Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, Building Manager John Walsh
Meeting Length (Hrs)	1 hour
Reason	Covid Safety Plan Review
Summary and Outcome	We reviewed the safety plan and answered some questions John had in regards to extended time off as it related to the collective agreement.
Next Steps	The joint health and safety committee will review the final plan and give feedback before being implemented

Meeting, Date	Collage Presentation, September 23rd
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, Transition Manager Lawrence Jones, Finance Coordinator Kurt Belliveau, Finance Coordinator David Chin, Collage Presenter Jonathan Lazo
Meeting Length (Hrs)	0.5 hours
Reason	Collage Feature Presentation
Summary and Outcome	We walked through the Collage (HR Software) integration with Pacific Blue Cross and how to use it for new staff.
Next Steps	N/A

Meeting, Date	HR and Personnel Committee Meeting, September 23rd
Parties Attending	VP Finance Corbett Gildersleve, President Mohamed Osob, VP Student Services Matt Provost, At-Large Rep Balqees Jama, Science Rep Weichun Kua, Transition Manager Lawrence Jones
Meeting Length (Hrs)	2 hour
Reason	Scheduled Meeting
Summary and Outcome	We reviewed the status of each hiring committee, approved the hiring of two more administrative assistants due to one going on co-op and the workload increasing this year. We also had some discussions in-camera around covid safety planning as well as some ongoing grievances that should be resolved soon.
Next Steps	N/A

Meeting, Date	Special Council Meeting, September 23rd
Parties Attending	Council, VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, President Osob Mohamed, At-Large Rep Balqees Jama
Meeting Length (Hrs)	2 hours
Reason	Discuss the Bylaw Proposals

Summary and Outcome	Council Vice Chair Helen Sofia Pahou presented the bylaw proposals with a focus on Bylaw 4 which changes the council and board structure. People from the bylaw working group answered questions around council elections, backfilling seats, etc.
Next Steps	As this was a discussion, the vote by council will occur at the next meeting on September 30th.

Meeting, Date	Exec Committee, September 24th
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, VP University Relations Gabe Liosis, VP Student Services Matt Provost, VP Student Life Jennifer Chou, Transition Manager Lawrence Jones, VP External Relations Samad Raza
Meeting Length (Hrs)	1.5 hours
Reason	Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> • We discussed the Board Work Plan development and the need for someone to take the lead. • We also appointed a vice chair (Gabe Liosis) • Received a request by Gabe for admin assistant support for the future SUB management committee between SFU and SFSS • Major projects for the fall term • Discussed the upcoming provincial election and campaign strategies
Next Steps	

Meeting, Date	Joint Operations Group Meeting, September 24th
Parties Attending	Multiple board members, SFU VP Finance Martin Pochurko, Erin Biddlecomb, other SFU administrative members
Meeting Length (Hrs)	1 hour
Reason	Receive SFU's budget situation for this year
Summary and Outcome	<p>Received a presentation from Martin about SFU's budget situation this fiscal year, enrollment numbers, budget shortfalls, government response, etc. Osob asked about receiving the detailed budget 2 weeks early. SFU was only willing to commit to one week.</p> <p>I left the meeting after that, as the regular JOG session started.</p>
Next Steps	N/A

Meeting, Date	FASC Monthly Meeting, September 24th
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, VP Student Life Jennifer Chou, At-Large Rep Phum Lukkid, App Sci Rep Harry Preet Singh, Student At-Large Pariya Zabihi
Meeting Length (Hrs)	1 hour
Reason	Scheduled meeting
Summary and Outcome	We met to discuss:

	<ul style="list-style-type: none"> ● Increasing the petty cash for clubs from \$20 a term to \$100 a term <ul style="list-style-type: none"> ○ Requested from MSAC chair At-Large Rep Phum Lukkit ○ Was requested change from club and student union funding focus group feedback ○ Because petty cash and grants come from the same budget line item, this could result in less grants being approved, but since past years, we've been under budget in that line item, we can afford the increase ○ Reason for the funding increase is to allow clubs more flexibility in purchasing emergency items for events or reducing the need for small grants
Next Steps	Action Item: Send a recommendation to Governance to approve the petty cash change, contact each project team lead to set them up.

Meeting, Date	Building Meeting, September 25th
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, VP Student Services Matt Provost, Building Manager John Walsh, SFU Project Managers
Meeting Length (Hrs)	1 hour
Reason	Scheduled Meeting
Summary and Outcome	Received an update on the project <ul style="list-style-type: none"> ● New inspection will occur in early October, expected to pass ● Some concerns raised about finishing touches in the building and timelines
Next Steps	Next meeting will be in late October

Meeting, Date	Board Meeting, September 25th
Parties Attending	Board, Transition Manager Lawrence Jones, CRPC Sarah Edmunds, Comms Coordinator Sindhu Dharma, ESA Council Rep Adrienne Blas
Meeting Length (Hrs)	3 hours
Reason	Bylaw Special Resolution Proposal Review and Discussion
Summary and Outcome	We dedicated the majority of this meeting to reviewing and discussing the four AGM special resolution proposals, what they would change, and their impacts. We also took questions from guests who had concerns about some of the changes to council its powers.
Next Steps	We will attend the Council meeting next Wednesday and vote on it on Friday's Board meeting

Meeting, Date	Accessibility Advisory Committee Meeting, September 29th
Parties Attending	Accessibility Committee Members
Meeting Length (Hrs)	0.5 hours
Reason	Discussing the Accessibility Bursary
Summary and Outcome	I presented the spreadsheet I developed to help give the accessibility committee an

	idea on ways to support the accessibility bursary using the funds from the accessibility fund. The fund receives around \$50K a year in student fees. Some of that could be saved for accessibility grants, which has historically been rather low. The rest could be used to pay for accessibility bursaries. Depending on how many bursaries you want to give out each year, or the amount for each bursary, you might want to dip into the accessibility fund's surplus. I modeled two possible ways that could happen and how long it would take to "drain" the fund using those methods. I also presented a 3rd option where the interest from the fund was skimmed off to supplement the bursary (along with the student fees). This would result in less bursaries given out each year, but more bursaries given out in the long run due to the fund not being drained.
Next Steps	The committee was in favor of option 3 and so I will talk with the investment managers as well as a tax lawyer/specialist to see what kind of impact on taxes/disability benefits/etc recipients would receive.

Meeting, Date	Bylaw Discussion w/ Lawyers, September 29th
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, President Osob Mohamed, Lawyers
Meeting Length (Hrs)	1 hour
Reason	Discussed feedback from the lawyers about our bylaw proposals and areas of improvement. Fortunately, they had no significant concerns with most being language usage and seeking clarification.
Summary and Outcome	We will make the changes as requested by the lawyers and give that to the board and council before their votes.
Next Steps	N/A

Meeting, Date	Council Meeting, September 30th
Parties Attending	Council, SFSS Board executives
Meeting Length (Hrs)	2 hours
Reason	Scheduled Meeting
Summary and Outcome	Council discussed and voted to support the bylaw proposals. There was quite a bit of discussion and a roll call vote. Because there were a number of new council members voted into their seat, we updated them on the bylaw proposals as best we could. Council also appointed a new member to FASC
Next Steps	Board will vote on the bylaw proposals on October 2nd.

Projects and Events

Project/Event Title	Accessibility Bursary
Updates and Upcoming Plans	This is a project that came out of the Accessibility Advisory Committee. They would like to develop a bursary that would help reduce the barriers for disabled students. The bursary would be supported by the Accessibility Fund, which has been historically underused as students don't generally know about the grant or what it could be used

	<p>for. I have started to support this project by developing some options on ways to fund the bursary:</p> <ol style="list-style-type: none"> 1. Use all the funds to maximize the number of bursaries in the short run 2. Use part of the funds to maximize the number of bursaries in the short run, and then use interest revenue to fund the bursary (in smaller amounts) in the long run. 3. Only use the interest and student fees to fund the bursary, which means generally less bursaries are awarded each year, but the fund will exist for much longer <p>I have presented this to the Accessibility Advisory Committee and they prefer option 3. However, I need to talk with our auditors and a relevant lawyer on how this bursary would impact things like disability benefits and if there are any tax considerations on our part (mostly in providing relevant tax forms for recipients)</p>
Relevant Strategic Priorities	Equity and Accessibility Support
Total Time (Hrs)	5 hours

Project/Event Title	Administrative Restructuring
Updates and Upcoming Plans	<p>The job applications for the Operating Organizer Position are open and we have started to receive applications. The hiring committee will meet in mid-October to short list candidates and start the interview process. Hopefully we will have someone hired by the end of October.</p> <p>The Board Organizer job description is approved and will open up to the public in early October.</p>
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	10 hours

Project/Event Title	Bylaw Reform
Updates and Upcoming Plans	The bylaw special resolutions have been finalized and approved by council and will be voted on by the Board on October 2nd. I expect they will pass. A lot of work has been done on this project by VP University Relations Gabe Liosis and the working group. My role has been more advisor and double checking language.
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	10 hours

Project/Event Title	Summer Semester Report
Updates and Upcoming Plans	I compiled and summarized all the projects I have worked on over the course of the summer semester. Additionally, I talked about pain points where things have been difficult, as well as recommendations for how to handle these issues.
Relevant Strategic Priorities	N/A

Total Time (Hrs)	10 hours
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Project/Event Title	Finance Report (AGM)
Updates and Upcoming Plans	As part of my role as VP Finance, I compiled a report on the financial position of the SFSS over the 2019-2020 Board year. In the report, I give an overview of the student fees, the overall financial health of the society, a description and history of each fund, and some concerns from last year (for instance, the massive concert deficit). However, unlike previous years, I decided to provide additional historical context by showing the last 5 years of the society, including major fund changes such as the selling off of assets. I feel this will be more helpful to give students context as to where the society is at instead of a one or two year "snapshot" which has been the usual report.
Relevant Strategic Priorities	N/A
Total Time (Hrs)	15 hours

VP Student Life (Jennifer Chou)

Meeting Summary and Comments

Meeting, Date	Sept 16 - SFSS Council Meeting
Parties Attending	Myself, other SFSS Board members, SFSS staff, SFSS Councillors
Meeting Length (Hrs)	1.5 hours
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none">• Gave my reports (about what happened at the previous Board meetings and also what I've been working on as VP Student Life)• Discussed SFU's lack of communication regarding air quality/smoke on campus
Next Steps	<ul style="list-style-type: none">• N/A

Meeting, Date	Sept 16 - Emerge SFU Executive Meeting
Parties Attending	Myself, other Emerge SFU Executives
Meeting Length (Hrs)	1.5 hours
Reason	Discuss External plan (reaching out to external groups)
Summary and Outcome	<ul style="list-style-type: none">• Discussed what we have now (which collaborations with who)• Went over relevant documents and where they are on the shared Google Drive• Talked about people responsible for external relations• Went over recording workshops logistics
Next Steps	<ul style="list-style-type: none">• N/A

Meeting, Date	Sept 17 - Meeting with Sexual Violence Support & Prevention Office (SVSPO) Representative
Parties Attending	Myself, SVSPO Representative
Meeting Length (Hrs)	32 mins
Reason	Discuss how SFSS can take on a bigger role in sexual violence prevention, training for SFSS Board and student group execs
Summary and Outcome	<ul style="list-style-type: none">• My notes:<ul style="list-style-type: none">◦ https://docs.google.com/document/d/1r8072OfyVPrL5QJCYzHJCOhRsou0j893mhHST3HV4DM/edit?usp=sharing• Talked about having SVSPO host a workshop for Board• Talked about training for student group execs
Next Steps	<ul style="list-style-type: none">• Invite SVSPO rep to the next Member Services Advisory Committee meeting• Add this topic to the agenda for the next Member Services Advisory Committee meeting• Ask Osob (SFSS President) about having an SVSPO workshop as a Board

	<p>development session</p> <ul style="list-style-type: none"> • Ask Osob (SFSS President) about which SVSPO workshop to have as part of the Board development session • Look into having mandatory accessibility and anti-racism training for student group executives in addition to the bystander intervention one
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Meeting, Date	Sept 17 - Accessibility Bursary Working Group Meeting
Parties Attending	Myself, two members of the Accessibility Advisory Committee who are part of the working group, the SFSS Campaigns, Research, and Policy Coordinator - Sarah
Meeting Length (Hrs)	1 hour
Reason	Go over logistics and details of the bursary
Summary and Outcome	<ul style="list-style-type: none"> • Went over the eligibility, timeline, and funding allocation guidelines • Notes: <ul style="list-style-type: none"> ◦ https://drive.google.com/file/d/1U229S6vqajrRNDrUUfiP-u7tOJR5M8kA/view?usp=sharing
Next Steps	<ul style="list-style-type: none"> • Clean up the notes and put it on the agenda for the next accessibility committee meeting • Bring this as a discussion item for the next finance committee meeting

Meeting, Date	Sept 17 - Clubs Days visiting
Parties Attending	Myself
Meeting Length (Hrs)	50 mins
Reason	Visit Psyc Student Union and promote SFSS events
Summary and Outcome	<ul style="list-style-type: none"> • Saw a cute ferret named Minty • 🙄 • Asked some questions
Next Steps	N/A

Meeting, Date	Sept 17 - English Student Union (ESU) Elections
Parties Attending	Myself, ESU Execs and candidates
Meeting Length (Hrs)	1 hour 10 mins
Reason	Vote for ESU execs
Summary and Outcome	<ul style="list-style-type: none"> • Candidates gave their speeches • Voted • Went over the ESU's new constitution
Next Steps	N/A

Meeting, Date	Sept 18 - Events Check-in
Parties Attending	Myself, SFSS Events Coordinator - Dipti
Meeting Length (Hrs)	20 min?
Reason	Check-in before next week's Events Committee meeting
Summary and Outcome	<ul style="list-style-type: none"> • Discussed Tidy Tuesdays, events by Dipti and Shelley (Surrey Campus Coordinator) <ul style="list-style-type: none"> ◦ Someone would teach cleaning up skills
Next Steps	<ul style="list-style-type: none"> • N/A

Meeting, Date	Sept 18 - SFSS Board Meeting
Parties Attending	Myself, other SFSS Board members, some SFSS staff, guests
Meeting Length (Hrs)	3 hours 45 mins
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> • My liaison report that summarizes the meeting: https://docs.google.com/document/d/1P5nfj2MZNscvMTQnxkhhkjX2VTbgdqUzw2hxALGNFuo/edit# • SFU Esports came in to talk about the Gaming Lounge in the SUB <ul style="list-style-type: none"> ◦ We are starting a working group to figure out details of this lounge ◦ There were concerns about ensuring students will be safe in this lounge (no sexual harassment) so the working group will have diverse representation • SFU Refund / course drop deadlines are unfair because the website was really unclear and many students were confused <ul style="list-style-type: none"> ◦ This issue will be brought up at the next Joint Operations Group meeting by the SFSS • State of the Society Address is a really formal way of saying we can have an event to engage undergraduate SFU students (our membership) and talk about what the SFSS has been up to
Next Steps	<ul style="list-style-type: none"> • Send a callout for Esports working group • Send updated Esports presentation document to Board • Send liaison report to be added to next Council meeting

Meeting, Date	Sept 18 - Stranger Things Murder Mystery Event Working Group Meeting
Parties Attending	Myself, some other events committee at-large members
Meeting Length (Hrs)	25 min
Reason	Update meeting before the test run tomorrow
Summary and Outcome	<ul style="list-style-type: none"> • Went over updates and the event

	<ul style="list-style-type: none"> Decided on a date for the event - Saturday, October 24th @ 7pm
Next Steps	<ul style="list-style-type: none"> Email all volunteers to come to the test run at 6:45pm on Sept 19

Meeting, Date	Sept 19 - Meeting with ISF to talk about Cultural Week
Parties Attending	Myself and ISF representative
Meeting Length (Hrs)	27 mins
Reason	Touch base regarding cultural week
Summary and Outcome	<ul style="list-style-type: none"> Talked about what I needed from ISF Discussed upcoming events ISF had <ul style="list-style-type: none"> Diwali: November Holi: March end ISF representative will send an email CCing me with new team at the end of this semester Talked about SFSS Events club collab forms Talked about a finance/budgeting and grant-filling workshop for club execs so they know how to write good grant requests that will be accepted
Next Steps	<ul style="list-style-type: none"> Bring it up at Member Services Advisory Committee

Meeting, Date	Sept 19 - Stranger Things Murder Mystery Night Test Run
Parties Attending	Myself, some Board member volunteers, some Events at-large members
Meeting Length (Hrs)	2 hours
Reason	Test run to see if the event works and if we need to change anything
Summary and Outcome	<ul style="list-style-type: none"> Need to make some puzzles easier Need to make sure people who are fans of Stranger Things come (must know the show)
Next Steps	<ul style="list-style-type: none"> Send email to moderators with debrief/changes doc Send calendar invite for next meeting

Meeting, Date	Sept 21 - Emerge SFU Board meeting
Parties Attending	Myself, other Emerge SFU Board members
Meeting Length (Hrs)	1 hour
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> Updates with marketing, enrollment (started today)
Next Steps	<ul style="list-style-type: none"> n/a

Meeting, Date	Sept 23 - SFSS Podcast Meeting
Parties Attending	Myself, At-Large rep - Balqees Jama, Health Science Rep - Nafoni, CJSF volunteer

Meeting Length (Hrs)	45 mins
Reason	Touch base and plan future episodes
Summary and Outcome	<ul style="list-style-type: none"> ● Planned future episodes ● Reflection on first episode
Next Steps	Prep events write-up to say on air

Meeting, Date	Sept 23 - SFSS Events Committee Meeting
Parties Attending	Myself, committee members, SFSS Events Coordinator, Dipti
Meeting Length (Hrs)	1.5 hours
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> ● Debrief document: https://docs.google.com/document/d/1UOMnCiRZFwGxwvn0koCxlGnAL77GwfTG4J4Cvp326DM/edit ● Highlights: <ul style="list-style-type: none"> ○ Passed motions for Food Justice Webinar facilitators (one for the event on Friday the 25th, one for the event sometime in October) ○ Passed motion for an NHL watch party event ○ Discussed applications received for student group collaborations ○ Discussed events for October ○ Provided updates from previous workshops/events
Next Steps	<ul style="list-style-type: none"> ● Send follow-up emails to student group collab applicants ● Send debrief email ● Promote various events (Pets Social, Social Media Marketing for Student Group Execs, Food Justice Webinar, Rave Music Streaming Event) ● Check in on event leads re: post-event reports

Meeting, Date	Sept 23 - SFSS Council Meeting
Parties Attending	Myself, some other SFSS Board members, SFSS Councillors
Meeting Length (Hrs)	2 hours
Reason	Special meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Go over bylaw changes ● There was a presentation and LOTS of questions ● Some folks felt like these bylaw changes were too fast or weren't reported at council general meetings often enough (since most work was being done via committees) ● This bylaw project has been worked on since 2019 ● Board members and councillors on committees answered questions ● Some councillors expressed support for the bylaw change happening on Oct 26th (our Annual General Meeting)
Next Steps	N/A

Meeting, Date	Sept 24 - SFSS Executive Committee Meeting
Parties Attending	Myself, other SFSS Execs (President - Osob, VP External - Samad, VP Student Services - Matt, VP Finance - Corbett, VP University Relations - Gabe)
Meeting Length (Hrs)	1 hour I think?
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> ● Discussed Board annual work plan and how we can re-hire a facilitator to help us plan things out (once for fall and once in the spring to transition to the new Board) ● Went over provincial election 2020 and how we can get out the vote ● Talked about Build SFU Building Committee Administrative Support and workload of SFSS administrative assistants <ul style="list-style-type: none"> ○ We will be hiring 2 more administrative assistants
Next Steps	<ul style="list-style-type: none"> ● N/A

Meeting, Date	Sept 24 - Events Check-in with SFSS Events Coordinator
Parties Attending	Myself, Dipti (SFSS Events Coordinator)
Meeting Length (Hrs)	31 min 36 seconds
Reason	Check-in about upcoming events
Summary and Outcome	<ul style="list-style-type: none"> ● Discussed upcoming events ● Clarified prizes for several events ● Went over action items for upcoming events, gift card prizes for them, and instructor honorarium forms
Next Steps	<ul style="list-style-type: none"> ● Check in on event leads

Meeting, Date	Sept 24 - SFSS Finance Committee Meeting
Parties Attending	Myself, other SFSS Finance Committee members
Meeting Length (Hrs)	1 hour
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> ● Talked about Accessibility Bursary <ul style="list-style-type: none"> ○ Will need to do more research about tax implications ● Talked about event leads and projects <ul style="list-style-type: none"> ○ I will set up a working group for the large event policy and talk with VP Finance - Corbett to get started ○ Will ask SFSS staff about past large events ● Went over clubs petty cash <ul style="list-style-type: none"> ○ \$100 for anything clubs would want to use it for ○ Currently it's \$20 - not enough to buy anything useful
Next Steps	<ul style="list-style-type: none"> ● Touch base with VP Finance, Corbett, regarding the large event fund project

Meeting, Date	Sept 25 - SFSS Special Board Meeting
Parties Attending	Myself, Board members, some SFSS staff, some SFSS Councilors
Meeting Length (Hrs)	2 hours
Reason	Talk about by-law changes
Summary and Outcome	<ul style="list-style-type: none"> ● Some confusion about departmental student union council representatives and how they would work (and why it's different from the faculty representative on the SFSS Board) <ul style="list-style-type: none"> ○ I talked a bit about my experience as a FASS rep last year and how I knew about DSU/FSU/club stuff because I was already involved - however, there is no guarantee there will be a faculty rep that would know this stuff ○ Faculty reps should already be involved which is how they get voted in...but while it may work for some faculties this may not work for all (FASS has a huge student population)
Next Steps	<ul style="list-style-type: none"> ● Review meeting recording and type up council liaison report

Meeting, Date	Sept 25 - SFSS Events Stranger Things Murder Mystery Night Test Run
Parties Attending	Myself, some other SFSS Events Committee members
Meeting Length (Hrs)	47 mins
Reason	Updates and ensuring moderators understood their roles
Summary and Outcome	<ul style="list-style-type: none"> ● Some people couldn't come so we tested out the puzzles for the moderators who could come
Next Steps	<ul style="list-style-type: none"> ● Talk to the moderators who couldn't make it ● Send a LettuceMeet for next test run

Meeting, Date	Sept 27 - SFSS Podcast Recording
Parties Attending	Myself, SFSS Health Science Rep - Nafoni, CJSF volunteer
Meeting Length (Hrs)	30 mins
Reason	Record podcast for this week
Summary and Outcome	<ul style="list-style-type: none"> ● Talked about events coming up
Next Steps	<ul style="list-style-type: none"> ● N/A

Meeting, Date	Sept 29 - SFSS Accessibility Advisory Committee Meeting
Parties Attending	Myself, committee members, SFSS transition manager, Lawrence
Meeting Length (Hrs)	1.5 hours
Reason	Regular meeting time

Summary and Outcome	<ul style="list-style-type: none"> • Debrief document: https://docs.google.com/document/d/1ZvN05I-jGADiMA-WeGOHaE0tGOhx6EX3lDyJnpl0Zml/edit • Passed motion on approving money for an event • Discussed working on Accessibility Standard Policy Appendices • Went over the Accessibility Bursary and how we would want to handle it ourselves rather than have SFU disburse it (they often require more documentation which could be a barrier)
Next Steps	<ul style="list-style-type: none"> • Update the accessibility grant request form • Ask Sarah (Campaigns, Research, and Policy Coordinator) about the accommodation request form and if there's an editable Accessibility Standard Policy document • Look into Accessibility Standard Policy appendices • Sign in to the hiring software/platform for the accessibility designated assistant hiring

Meeting, Date	Sept 29 - SFSS Member Services Advisory Committee Meeting
Parties Attending	Myself, committee members, some SFSS staff
Meeting Length (Hrs)	1 hour 40 min
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> • Went over travel and conference funding - need to consult groups who actually use this funding • Discussed SVSPO training for student group executives <ul style="list-style-type: none"> ◦ Many people thought it was a great idea, there just needs to be better communication with SVSPO and SFSS • Talked about increasing the grant prize maximum because we don't pay for venue or food now that things are in person now <ul style="list-style-type: none"> ◦ Might increase it to \$200 for an event ◦ Concerns expressed that after COVID it'll be hard to lower it again but hopefully students will understand • Talked about processes for verifying club or student participation • Discussed food or catering for virtual events <ul style="list-style-type: none"> ◦ Possibly \$500 maximum for an event • Discussed planning a club/DSU exec social <ul style="list-style-type: none"> ◦ Maybe after a workshop like a social media marketing workshop which is happening tomorrow • Chair of the committee (At-Large Rep - Phum) asked committee members to contact him if they were interested in being Vice-Chair of the committee
Next Steps	<ul style="list-style-type: none"> • SVSPO will send me a workshop outline for student groups and I will bring it up at the committee level again

Meeting, Date	Sept 30 - Emerge SFU Marketing Team meeting
Parties Attending	Myself, Emerge SFU Marketing Coordinator, Emerge SFU Design Specialist
Meeting Length (Hrs)	26 mins
Reason	Touch base and brainstorm ideas
Summary and Outcome	<ul style="list-style-type: none"> • Went over newsletter usage (member of the month) • Discussed having students tag us in their IG stories and giving a gift card

	<ul style="list-style-type: none"> prize to one of them Talked about course testimonials (survey)
Next Steps	<ul style="list-style-type: none"> Update mailchimp mailing list Submit grant for gift card

Meeting, Date	Sept 30 - SFSS Council Meeting
Parties Attending	Myself, SFSS Councillors, some SFSS Board members, some SFSS staff
Meeting Length (Hrs)	1 hour 40 mins
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> Gave my council liaison report: <ul style="list-style-type: none"> https://docs.google.com/document/d/1P5nfj2MZNscvMTOnxkhhkjX2VTbgdqUzw2hxALGNFuo/edit?usp=sharing https://docs.google.com/document/d/1Ry05itp41-yNpJHj4K3V5IOhL7fOarUY-nBfATuvfAc/edit?usp=sharing Voted on by-law proposal 4 (giving Council more power) <ul style="list-style-type: none"> Extensive discussion on the vote and by-law proposal 4 Have to remember that Councillors are voting to put this on the agenda for the AGM, not actually voting on implementing/changing the bylaws Only the membership (SFU undergrad students) can vote to change by-laws
Next Steps	<ul style="list-style-type: none"> N/A

Meeting, Date	Sept 30 - Meeting with Accessibility Advisory Committee At-Large member
Parties Attending	Myself, at-large committee member
Meeting Length (Hrs)	20 min 51 seconds
Reason	Touch base and update on yesterday's committee meeting
Summary and Outcome	<ul style="list-style-type: none"> Went over basics of what happened at the committee meeting yesterday Discussed a bit about the accessible events and meetings appendix of the standard policy
Next Steps	<ul style="list-style-type: none"> Check if the SFSS uses alt text on social media and website

Projects and Events

Project/Event Title	Sept 16 - Clubs Days
Updates and Upcoming Plans	<ul style="list-style-type: none"> Vibed in the room and talked about SFSS to any students who came in
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2 hours 41 mins

Project/Event Title	Sept 16 - Citations Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> As a senior welcome leader, I talked to first-years about citations and SFSS events, as well as study tips and advice
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1 hour 28 min

Project/Event Title	Emerge SFU
Updates and Upcoming Plans	<ul style="list-style-type: none"> Various meetings for planning workshops, events Emails to set up workshops Attending/moderating workshops
Relevant Strategic Priorities	Student engagement University relations
Total Time (Hrs)	Like 40 hours...

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

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

Project/Event Title	Bullet Journaling Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> Event plan: https://docs.google.com/document/d/10vORclraVb-vhQmI06TgaK9C_yDU7aGu/edit Tuesday, Sept 22, 2020 @ 12pm - 1:30pm Teach students how to start a bullet journal to stay organized
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	5 mins

Project/Event Title	Miscellaneous committee/Board work
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Emails, document organization • Briefing notes, post-event reports • Made graphics for various events
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	A lot...I am very stressed lol

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

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

Project/Event Title	Samosas Food Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Event plan: https://drive.google.com/file/d/1mnHwFOxZzM-sXFygdQLH50SzOnXdEkZh/view?usp=sharing • This will occur during Cultural Week on Saturday, Oct 3 @ 4pm • Communicated this with the instructor/chef
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	20 mins

Project/Event Title	Large Event Fund Project
Updates and Upcoming Plans	<ul style="list-style-type: none"> • This is part of the Finance and Administrative Services Committee • Description from the annual plan: <ul style="list-style-type: none"> ○ The SFSS's Fall Kickoff Concert financial issues, student club large-scale events like CaseIT, and the spring hackathon all speak to the need for better financial and planning policies. Work with the

	<p>Members Services Committee and Governance committee to determine possible usage and financial controls/policies.</p> <ul style="list-style-type: none"> Reached out to some students to see if they had feedback or were interested in a working group
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	5 mins

Project/Event Title	Sept 18 - SFSS x TechBytes: Figma Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> Notes from the workshop: https://docs.google.com/document/d/1EQr9XOIfcxR-PP6A2t8FnFuujk7DwtpwkEWA1YQMZPc/edit?usp=sharing Post-event report: https://docs.google.com/document/d/1KA9AmRB5wvzilyMvKMAU3-0eviU_ZsfngM0_CVw9hnE/edit?usp=sharing It was really fun! Students seemed to learn a lot I sent some design memes in the TechBytes Discord
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1.5 hours (workshop only)

Project/Event Title	Sept 19 - Afro Dance Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> This was SOOOO FUN I actually got all the moves (somewhat...) and it was such a fun workout and dance lesson! We got a lot of positive feedback :)
Relevant Strategic Priorities	Student engagement Student well-being (physical exercise)
Total Time (Hrs)	1 hour 5 min 29 seconds (workshop only) 1 hour for editing recording

Project/Event Title	Sept 19 - Goodbye Zoom Party/Meeting for FASS Coordinator
Updates and Upcoming Plans	<ul style="list-style-type: none"> Fun times
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1 hour

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

Total Time (Hrs)	1 hour
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Project/Event Title	Sexual Violence Prevention Training for Student Group Execs
Updates and Upcoming Plans	<ul style="list-style-type: none"> Met with a representative from the Sexual Violence Support & Prevention Office Discussed training for SFSS Board and for other student group executives
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1 hour

Project/Event Title	SFSS Podcast
Updates and Upcoming Plans	<ul style="list-style-type: none"> Gave input on podcast Typed up podcast show notes for accessibility <ul style="list-style-type: none"> https://docs.google.com/document/d/1nJUUnNlKNly_Xe9s-c7B3_Xbj_HlKulsZBOMuTe5uv25M/edit Podcast: https://www.youtube.com/watch?v=ALkY1R_8m_4
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1.5 hours

Project/Event Title	SUB Gaming Lounge Working Group
Updates and Upcoming Plans	<ul style="list-style-type: none"> Sent a callout for female and folks from underrepresented groups (disabled, queer, etc) interested in working on developing a plan for a safe Esports (gaming) space at SFU
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	30 min (emails, messages)

Project/Event Title	Sept 22 - Bullet Journaling Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> This was fun and really cute Lots of positive comments
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2 hours

Project/Event Title	Sept 22 - SFU DNA Self-Advocacy During COVID-19
Updates and Upcoming Plans	<ul style="list-style-type: none"> Attended the event, introduced myself Discussed experiences about advocating for accommodations
Relevant Strategic	Student well-being

Priorities	
Total Time (Hrs)	30 mins

Project/Event Title	Sept 23 - Pets Social
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Had a fun time!! It was so nice meeting everyone's pets • There were birds, cats, ferrets, and dogs
Relevant Strategic Priorities	Student engagement Student well-being
Total Time (Hrs)	1 hour

Project/Event Title	Sept 25 - Food Justice Webinar
Updates and Upcoming Plans	<ul style="list-style-type: none"> • This was super fun and engaging • The prof's lecture was very informative and I learned a lot, so did the students
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1 hour

Project/Event Title	Sept 26 - NHL Watch Party
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Some issues with lag on the Zoom screenshare • Otherwise it was fun with the Kahoot hockey trivia
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	4 hours

VP University Relations (Gabe Liosis)

Meeting Summary and Comments

Meeting, Date	Governance Committee, 09-16-2020
Parties Attending	Members of the Governance Committee
Meeting Length (Hrs)	0.75 Hrs
Reason	Regularly Scheduled Bi-Weekly Meeting
Summary and Outcome	<ul style="list-style-type: none">- Approved a motion to approve By-Law Proposals #1 - #4, and recommended that the Board of Directors place the proposals as special resolutions on the Annual General Meeting agenda.<ul style="list-style-type: none">- Amended Proposal #3 to fix a small inconsistency- Approved a motion to task the By-Law Review Working Group to review the SFSS Elections and Referenda Policies and update them to be consistent with the new governance structure, to pass at the Board table should the By-Laws pass at the Annual General Meeting.
Next Steps	<ul style="list-style-type: none">- Gabe → Email By-Law Working Group to ask who wants to participate in the Elections Policies review process.

Meeting, Date	TransLink Burnaby Mountain Gondola General Stakeholder Meeting, 09-17-2020
Parties Attending	VP University Relations Gabe Liosis, President Osob Mohamed, other General Stakeholders present on the Zoom Webinar Call
Meeting Length (Hrs)	1 Hr
Reason	General Stakeholder Meeting: Q&A and Presentation on the Burnaby Mountain Gondola
Summary and Outcome	<ul style="list-style-type: none">- TransLink held a Stakeholder Meeting, which consisted of a Q&A section and a 40 minute presentation on the project.
Next Steps	N/A

Meeting, Date	SFSS Board of Directors Meeting, 09-18-2020
Parties Attending	Members of the Board of Directors, Transition Manager Lawrence Jones, CRPC Sarah Edmunds
Meeting Length (Hrs)	3.5 Hrs
Reason	Regularly Scheduled Board Meeting
Summary and Outcome	<ul style="list-style-type: none">- Presentations<ul style="list-style-type: none">- Business Representative Mehtaab Gill presented his work plan for the fall semester- SFU Esports presented their proposal for the gaming lounge in the Student Union Building- Motions<ul style="list-style-type: none">- Approved an amendment to the SUB Space Proposal. CJSF and

	<ul style="list-style-type: none"> - Embark switched organizational suites in the SUB. - Approved Osob Mohamed and Corbett Gildersleve as signing authorities in the Vancity Investment Management account. - Postponed a motion to support the BCFS Campaign "Take it All" encouraging students to vote. Board members postponed the motion because they wanted to learn more about the specific campaign points before endorsing. - Approved appointments to the Surrey Campus Committee - Discussion Items <ul style="list-style-type: none"> - Jennifer gave updates from the Accessibility Advisory Committee and Events Committee - Folks from Embark gave a brief presentation on the Embark Planter Proposal - The Board had a discussion on the vague and confusing SFU Refund and Withdrawal Deadlines - The Board discussed hosting a "State of the Society" address
Next Steps	N/A

Meeting, Date	TransLink Burnaby Mountain Gondola Virtual Open House, 09-19-2020
Parties Attending	VP University Relations Gabe Liosis, President Osob Mohamed
Meeting Length (Hrs)	1 Hr
Reason	Open House Virtual House on the Burnaby Mountain Gondola Project
Summary and Outcome	<ul style="list-style-type: none"> - TransLink held a Virtual Open House, which consisted of a Q&A section and a 20 minute presentation on the project.
Next Steps	N/A

Meeting, Date	Meeting With Amanda Coolidge from BCcampus 09-21-2020
Parties Attending	VP University Relations Gabe Liosis, BCcampus Director of Open Education Amanda Coolidge
Meeting Length (Hrs)	0.5 Hrs
Reason	I was connected to Amanda through Hope Power. The goal of this meeting was for me to learn more about the role BCcampus has played in OER promotion and advocacy
Summary and Outcome	<ul style="list-style-type: none"> - Amanda was able to provide me with background on the history of BCcampus, including government grants the organization has received and where those had gone towards. - I gave a bit of background on the history and progress of OER advocacy at Simon Fraser University, and SFSS efforts to advance Open Access. - We discussed ways in which BCcampus can help the SFSS in its efforts of advancing OER at SFU.
Next Steps	<ul style="list-style-type: none"> - Follow-Up in 2-4 weeks time to discuss how the SFSS can be supported in their OER Campaigns, Advocacy, and University lobbying efforts.

Meeting, Date	SFSS - Senate Election Chat
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, Senate Electoral

	Officer Steven Noel
Meeting Length (Hrs)	1 Hr
Reason	Discuss SFSS By-Law Review Changes to Elections, Potential Changes to Senate Elections
Summary and Outcome	<ul style="list-style-type: none"> - I gave an update on the changes the SFSS is seeking to make in the ongoing SFSS By-Law review <ul style="list-style-type: none"> - Described how this will impact SFSS elections (for Council and the Executive Committee) - Had a discussion/questions about SFSS/Senate elections <ul style="list-style-type: none"> - How we (SFSS) hold our elections
Next Steps	N/A

Meeting, Date	COVID-19 Coalition
Parties Attending	VP University Relations Gabe Liosis, VP External Relations Samad Raza, At-Large Rep Balquees Jama, Science Rep WeiChun Kua, Directors from the GSS, Ed Graham from TSSU
Meeting Length (Hrs)	1.5 Hrs
Reason	Regularly Scheduled Bi-Weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Began developing a timeline for the coalition's plan for the Fall 2020 semester, leading up to the SFSS Annual General Meeting
Next Steps	N/A

Meeting, Date	Gondola Telephone Townhall
Parties Attending	VP University Relations Gabe Liosis, President Osob Mohamed
Meeting Length (Hrs)	1 Hr
Reason	Telephone Town Hall on the Burnaby Mountain Gondola Project
Summary and Outcome	<ul style="list-style-type: none"> - TransLink held a telephone town hall, which consisted of a Q&A section and a 20 minute presentation on the project.
Next Steps	N/A

Meeting, Date	Executive Committee, 09-24-2020
Parties Attending	Members of the Executive Committee, Transition Manager Lawrence Jones
Meeting Length (Hrs)	1 Hr
Reason	Regularly Scheduled Bi-Weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Motions <ul style="list-style-type: none"> - Approved a motion to appoint Gabe Liosis as Vice Chair of the Executive Committee.

	<ul style="list-style-type: none"> - Discussion Items: <ul style="list-style-type: none"> - I asked some questions about ensuring the Build SFU Building Committee had proper administrative support from SFSS's end - Corbett checked in on developing the Board Annual Plan. <ul style="list-style-type: none"> - Will be bringing this to the Board. - Osob discussed the need to create a spreadsheet to keep track of all the projects Board members will be working on this semester. - Samad and the Committee discussed the SFSS's strategy and campaign during the snap 2020 provincial election - Matt brought forward some graphics for SFSS's support of Orange Shirt Day - Corbett brought forward an update on the Council Stipend issues raised (stipends are coming very soon!)
Next Steps	N/A

Meeting, Date	Joint Operations Group (JOG), 09-24-2020
Parties Attending	For the first hour - Members of the Board of Directors, SFU Administrators, and GSS Executives For the last 30 minutes - Regular Members of JOG
Meeting Length (Hrs)	1.5 Hrs
Reason	Regularly Scheduled Monthly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - SFU gave a presentation to the SFSS Board and GSS Executive Committee on SFU's budget process. <ul style="list-style-type: none"> - Followed by a quick Q&A where we got to ask questions. - SFSS and GSS gave organizational updates on our major projects. - I brought forward student concerns around the confusion about withdrawal/refund deadlines for classes and tuition. <ul style="list-style-type: none"> - Recommended that I bring this to the Senate Committee on Undergraduate Studies (SCUS). - Asked what the undergraduate enrolment numbers look like so far for Fall 2020 - Brought forward concerns about lack of communication regarding wildfire <ul style="list-style-type: none"> - Ran out of time, but will address this at Student Safety Group at the end of October. - Iulia (from ECA Committee) presented on the risks associated with TMX and why the University must take an active opposing stance. <ul style="list-style-type: none"> - Iulia presented, but time was tight, so no time for questions from Admin. - This will also be followed-up on at the Student Safety Group.
Next Steps	<ul style="list-style-type: none"> - Follow-up about Withdrawal Deadline confusion at SCUS

Meeting, Date	Society of Arts and Social Sciences (SASS), 09-25-2020
Parties Attending	Members of the SASS Executive,
Meeting Length (Hrs)	1 Hr
Reason	I attended this SASS meeting to discuss the By-Law Review changes with the SASS Executive and answer questions.
Summary and Outcome	<ul style="list-style-type: none"> - I gave a quick and condensed update on the SFSS By-Law changes.

	<ul style="list-style-type: none"> - I answered a few questions that folks had related to the By-Law review.
Next Steps	N/A

Meeting, Date	FASS DSU Meeting, 09-25-2020
Parties Attending	FASS DSU Representatives, VP University Relations Gabe Liosis
Meeting Length (Hrs)	0.5 Hrs <i>** The Meeting was 1 hour but i had to leave earlier because of the Board Meeting at 1pm</i>
Reason	I attended this FASS DSU group meeting to discuss the By-Law Review changes with the Student Union Executives and answer questions.
Summary and Outcome	<ul style="list-style-type: none"> - I gave a quick and condensed update on the SFSS By-Law changes. - I answered a few questions that folks had related to the By-Law review.
Next Steps	N/A

Meeting, Date	SFSS Board of Directors, 09-29-2020
Parties Attending	Members of the Board of Directors, Transition Manager Lawrence Jones, CRPC Sarah Edmunds
Meeting Length (Hrs)	2 Hrs
Reason	Special Board of Directors meeting to discuss the SFSS By-Law Review
Summary and Outcome	<ul style="list-style-type: none"> - Motions: <ul style="list-style-type: none"> - Approved a motion to endorse the BCFS "Get Out to Vote" campaign - Approved a motion to purchase a zoom subscription for the Society. - Presentations + Q&A <ul style="list-style-type: none"> - I gave a presentation on the Draft By-Law Proposals <ul style="list-style-type: none"> - Board members had an opportunity to ask questions and comments - <i>If you want to watch a presentation similar to the one I delivered at the Board, watch this video:</i> <ul style="list-style-type: none"> - https://drive.google.com/file/d/1YibE7YZUzdoMHPv6X2vBGotfrq4jNYG0/view?usp=sharing
Next Steps	N/A

Meeting, Date	Science DSU Meeting, 09-29-2020
Parties Attending	Science DSU Presidents and Executives
Meeting Length (Hrs)	1 Hr
Reason	I attended this Science DSU meeting to discuss the By-Law Review changes with the Student Union Executives and answer questions.
Summary and Outcome	<ul style="list-style-type: none"> - I gave a quick and condensed update on the SFSS By-Law changes. - I answered a few questions that folks had related to the By-Law

	review.
Next Steps	N/A

Meeting, Date	Events and Community Affairs Committee, 09-29-2020
Parties Attending	Members of ECA Committee
Meeting Length (Hrs)	0.5 Hrs <i>** The meeting was 1 hour long, I had to leave due early to the VPAAE Search Committeemeeting that overlapped with this meeting</i>
Reason	Regularly Scheduled ECA Committee Meeting
Summary and Outcome	- I attended to partake in the discussion on (1) The Provincial Election and (2) the Residence Hall Association (RHA) Revamp
Next Steps	N/A

Meeting, Date	Vice-President Advancement and Alumni Engagement Search Committee, 09-29-2020
Parties Attending	
Meeting Length (Hrs)	1.5 Hrs <i>** The meeting was 2 hours long, I had to leave due early to the AGM Planning meeting that overlapped with this meeting.</i>
Reason	Regularly Scheduled Meeting
Summary and Outcome	- Reviewed confidential report on short-listed top candidates
Next Steps	N/A

Meeting, Date	Discussion for AGM Planning, 09-29-2020
Parties Attending	President Osob Mohamed, VP University Relations Gabe Liosis, VP Finance Corbett Gildersleve, Transition Manager Lawrence Jones, MSC Dipti Chavan
Meeting Length (Hrs)	0.5 Hrs
Reason	To discuss what we need to ask MECS for to help support our online AGM.
Summary and Outcome	- Discussed whether or not to use Zoom Meeting or Zoom Webinar for the AGM - Decided on Zoom Webinar - Compiled a variety of questions to ask MECS
Next Steps	- Dipti to set-up a meeting with Justin from MECS so that we can ask some follow-up questions

Meeting, Date	Call With Lawyer, 09-29-2020
Parties Attending	President Osob Mohamed, VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis
Meeting Length (Hrs)	1 Hr

Reason	Review the SFSS By-Law Review Proposals
Summary and Outcome	<ul style="list-style-type: none"> - A lawyer helped us in providing legal advice on our By-Law Proposals for the AGM <ul style="list-style-type: none"> - This call was set-up so that we could review some of the annotations made by the lawyers. - These annotations were noted and will be brought to the Board table as amendments at its Oct. 2 meeting
Next Steps	<ul style="list-style-type: none"> - Compile list of amendments and send to the Board and Council

Meeting, Date	Student Affordability Working Group, 09-30-2020
Parties Attending	Members of the Student Affordability Working Group
Meeting Length (Hrs)	1 Hr
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Discussion occurred on drafting a press release to let students know what the purpose of this group is, and how it will impact students. - Review of our priorities: <ul style="list-style-type: none"> - (1) Increasing Food Security: <ul style="list-style-type: none"> - Developing central area for information on food insecurity - How to access to good, nutritious food - Look into Quest Food Exchange <ul style="list-style-type: none"> - http://www.questoutreach.org/ - https://www.google.com/maps/search/quest+food+exchange/@49.2656166,-123.0106733,12z/data=!3m1!4b1 - Dining Hall at Burnaby Campus was providing free meals during the Summer semester <ul style="list-style-type: none"> - SFU Ancillary Services wants to play a bigger role in food security. - Create a centralized online HUB to identify resources on food insecurity. - Resources: https://www.sfu.ca/food.html - (2) Financial Predictability: <ul style="list-style-type: none"> - Creating an online resource for predicting financials among students. - Things to include: transportation costs, cars, car insurance, renewing drivers licenses - Look into SFU Parking. - (3) Decreasing Costs of Course Materials and Textbooks: <ul style="list-style-type: none"> - Fall numbers: <ul style="list-style-type: none"> - 1400 courses taught, 75% of those titles in digital
Next Steps	<ul style="list-style-type: none"> - Drafting talking points for a press release on the start of this Working Group - Food Insecurity: <ul style="list-style-type: none"> - Read Sid Mehta's documents on Food Insecurity. - Create a centralized online HUB to identify resources on food insecurity. - SFSS → reach out to Embark to see their involvement on food insecurity. - Financial Predictability: <ul style="list-style-type: none"> - Scott → compiling list of existing calculators among various departments. - Where do we want to put it, and making sure it's available to all

	<p>departments and Student Societies.</p> <ul style="list-style-type: none"> - Decreasing Costs of Course Materials: <ul style="list-style-type: none"> - Reach out to Hope Power and invite her to the next meeting.
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Meeting, Date	Governance Committee, 09-30-2020
Parties Attending	Members of the Governance Committee, At-Large Rep Phum Lukkid
Meeting Length (Hrs)	1.75 Hrs
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Discussed Next Steps pursuant to: <ul style="list-style-type: none"> - The By-Law Review <ul style="list-style-type: none"> - Amendments to the By-Law Proposals were discussed - The AGM - The Governance Annual Plan <ul style="list-style-type: none"> - Once the AGM calms down, members of the Committee expressed a desire to do a review of the annual plan and see if there is a need to revise it. - Discussed Review of Board and Administrative Policies - Discussed Review of Elections and Referenda Policies
Next Steps	N/A

Meeting, Date	COVID-19 Operations Group, 09-30-2020
Parties Attending	Representatives from most major departments and student societies at SFU
Meeting Length (Hrs)	2 Hours
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Roundtable updates from members of the group on their COVID-19 operations plans, and other major updates. <ul style="list-style-type: none"> - Myself and John (Building Manager) provided an update on SFSS Operations plans and plans for the SUB as we move into potential occupancy
Next Steps	N/A

Projects and Events

Project/Event Title	Planning for the Annual General Meeting
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Coordinating the Annual General Meeting, include: <ul style="list-style-type: none"> - The AGM Script - The Annual Report
Relevant Strategic Priorities	Student Engagement, Organizational Development
Total Time (Hrs)	Sept 18th - 1 Hour

Project/Event Title	SFSS By-Law Review
Updates and Upcoming Plans	-
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	Sep. 19: 2 hours - creating powerpoint presentations for Board meeting Sep. 22: 2 hours - creating an FAQ for SFSS Members Sep. 24: 2.5 hours - preparing presentation for Board meeting, recording video

At-Large Representative (Balqees Jama)

Meeting Summary and Comments

Meeting, Date	
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

Meeting, Date	
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

Projects and Events

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

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

At-Large Representative (Phum Luckkid)

Meeting Summary and Comments

Meeting, Date	SFSS Council Meeting, Sept 16
Parties Attending	SFSS Council
Meeting Length (Hrs)	2
Reason	SFSS Council
Summary and Outcome	<p>Reports from SFSS VP's about current projects.</p> <p>Long discussion about the lack of communication regarding air quality on the SFU campus from SFU</p> <ul style="list-style-type: none"> - The air quality is really bad, like lethal bad <ul style="list-style-type: none"> - The air can set of fire alarms, is several cigarette levels of poisonous, can go through masks - SFU has not communicated the danger at all to students that live on campus or come up here to study - Council urges SFU to communicate about the air quality <ul style="list-style-type: none"> - Biology representative wanted to send a letter signed by council to SFU, letter to be completed and verified. <p>Appointment of FASC council representative</p> <p>Postponed discussion about bylaws to a special council meeting next week</p>
Next Steps	Bylaw review Council meeting, bylaw approval vote, Air Quality Letter

Meeting, Date	SFSS Board Meeting, Sept 18th
Parties Attending	SFSS Board of Directors
Meeting Length (Hrs)	2
Reason	BoD meeting
Summary and Outcome	<p>SUB building proposal amendment</p> <ul style="list-style-type: none"> - Embark requested to switch with CJSF to which CJSF was agreeable - This is because CJSF as a radio station requires a large room separate from the other rooms due to the noise, Embark just so happened to have this room. - Unanimous vote from board <p>Vancity Investment Signing authority</p> <ul style="list-style-type: none"> - Finance Audit and Services Committee agreed to invest the money in the SFSS bank account using investors from VanCity - As we do not have a CEO or Executive Director, we don't have a signing authority, we appointed Osob, Corbett and Lawrence as the signing authority for our Vancity account <p>Updates from Events</p> <ul style="list-style-type: none"> - Jenn gave a update of all events that are happening this month and early next

	<p>month</p> <p>Embark Planter Proposal</p> <ul style="list-style-type: none"> - I have no idea what happened, Embark wanted to get better soil, we spent an hour talking about plants and I zoned out <p>Take it over election campaign</p> <ul style="list-style-type: none"> - SFSS board wanted to endorse a campaign to get students to vote in the upcoming provincial election <p>State of the Society address</p> <ul style="list-style-type: none"> - A theoretical way of explaining to the student body what the SFSS does and what we're currently doing <ul style="list-style-type: none"> - Thoughts of doing a zoom call with students, we released a podcast earlier which could replace the need for the zoom call or video
Next Steps	Track progress of "take it over" campaign and give report on successes and failures, continue discussion of "state of the society"

Meeting, Date	Events Committee Meeting, Sept 23rd
Parties Attending	SFSS Events Committee
Meeting Length (Hrs)	1
Reason	Events Committee
Summary and Outcome	<p>Food Justice Workshop Honorarium</p> <ul style="list-style-type: none"> - Approved honorarium for paying professor to speak about food justice for the Food justice workshop <p>Student Group collaborations</p> <ul style="list-style-type: none"> - Looked over all applicants for an October collaboration with the SFSS for our Club Collab project <ul style="list-style-type: none"> - Assigned Emerly as project lead for SFU Esports collaboration - Other applicants did not look promising <p>October Event Dates</p> <ul style="list-style-type: none"> - We're doing an event every day in october, crazy <p>Casino Night</p> <ul style="list-style-type: none"> - An idea that we play board games or card games for an event <ul style="list-style-type: none"> - Will reach out to SFU Board game club and Altered Reality club for a collaboration opportunity <p>Murder Mystery Night test run</p> <ul style="list-style-type: none"> - Set a date to test run the zoom call for murder mystery night
Next Steps	Set up collaboration with clubs, look out for future applications. Reach out to board game clubs for "Casino Night" events.

Meeting, Date	Special Council Meeting, Sept 23rd
Parties Attending	SFSS Council
Meeting Length (Hrs)	2
Reason	To discuss Bylaw changes for the upcoming AGM
Summary and Outcome	<p>Beeg presentation done by Helen (Vice-Chair of council).</p> <p>Questions were asked and addressed by Zaid, Helen, Gabe and other board members</p>

Next Steps	Vote on bylaw changes at next council meeting
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Meeting, Date	FASC Meeting, Sept 24
Parties Attending	FASC Committee
Meeting Length (Hrs)	1.5
Reason	FASC Committee
Summary and Outcome	<p>Zoom Business Accounts</p> <ul style="list-style-type: none"> - Bought Zoom accounts for all committee chairs - Necessary as google hangouts ended its ability to record zoom meetings for free. <p>Accessibility Bursary</p> <ul style="list-style-type: none"> - Discussed different scenarios on how we could fund the accessibility bursary - Discussed how much we could theoretically give out if we deduct 10k or 100k or use an endowment fund from the accessibility fund <p>Petty Cash Adjustment</p> <ul style="list-style-type: none"> - Discussed increasing petty cash for clubs up to \$100 - Approved, sent to governance.
Next Steps	

Meeting, Date	Accessibility Advisory Committee, Sept 29
Parties Attending	AAC
Meeting Length (Hrs)	1.5
Reason	AAC meeting
Summary and Outcome	<p>Many things happened</p> <p>Rewrote and edited part of the Accessibility Standard Policy</p> <ul style="list-style-type: none"> - A lot of changes were made to this, please read https://docs.google.com/document/d/1ZvN05I-jGADiMA-WeGOHaE0tGOhx6FX3IDyJnpl0Zml/edit <p>SFSS website accessibility</p> <ul style="list-style-type: none"> - A student raised a concern that the SFSS website was not accessible as there is an image in the background over white text. - Because there is an image this makes it difficult for people with dyslexia to read the text. <ul style="list-style-type: none"> - Lawrence will contact the MSC's as well as the SFSS website designer to get this fixed <p>Accessibility Bursary</p> <ul style="list-style-type: none"> - Discussed how we wanted to distribute and how we wanted to fund the bursary. - Ideally we want the committee to review the applications <ul style="list-style-type: none"> - Want to be inclusive of undisclosed disabilities and invisible disabilities unlike SFU CAL - Will be reviewed on a semesterly basis

Next Steps	Continue work on Accessibility bursary and accessibility standard policy
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Meeting, Date	MSA Committee, Sept 29
Parties Attending	MSA Committee
Meeting Length (Hrs)	1.5
Reason	MSA Committee
Summary and Outcome	<p>Copied from above</p> <p>Travel and Conference Funding Overhaul</p> <ul style="list-style-type: none"> - Result of the survey, engineering clubs expressed concern that travel funding is not adequate for use in competitions or conferences. Committee wanted to make another focus group to redo this type of funding - Created an invitation list, an invitation message and an eventbrite link to the focus group <p>Increasing grant prize maximum</p> <ul style="list-style-type: none"> - Top Secret, but we changed the maximum funding during COVID-19 for prizes (formerly \$50, now ????) <p>Verification of club/DSU participation</p> <ul style="list-style-type: none"> - Submitted by the MSC's, there is no standard way of writing a reference letter to a club or DSU exec - Surrey MSC Shelley has a template, she will share with the rest of the MSC's <p>Food/Catering for virtual events</p> <ul style="list-style-type: none"> - Also top secret, we changed the maximum food funding during COVID-19 to account for food delivery <p>Club/DSU Exec social</p> <ul style="list-style-type: none"> - Thinking of creating a social for execs, similar to previous years in order to foster relations with SFSS clubs as well as provide a networking opportunity for club execs for future collaborations - Will investigate successes and failures of previous collaborations and gauge interest from execs
Next Steps	Club/DSU exec social planning, travel and conference funding focus group

Meeting, Date	SFSS Council Meeting, Sept 30
Parties Attending	SFSS Council
Meeting Length (Hrs)	1
Reason	SFSS Council
Summary and Outcome	<p>Lengthy discussion about bylaws</p> <ul style="list-style-type: none"> - Some councillors feel that they were rushed - One councillor voiced dissent on changing the bylaws <p>Council voted overwhelmingly in support of bylaws</p>
Next Steps	AGM

Meeting, Date	MSA Games Social, Oct 1
Parties Attending	MSA Committee

Meeting Length (Hrs)	1
Reason	Social for committee members
Summary and Outcome	We played among us, it was fun!
Next Steps	

Projects and Events

Project/Event Title	"Casual Conversations with Friends"
Updates and Upcoming Plans	Kinda dead lol Emailed Sindhu about it, recorded the conversation. I dont think it's that good, will cancel project
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	0

Project/Event Title	Club Constitutions
Updates and Upcoming Plans	Brought it to MSAC, approved by the MSC's, will bring to Governance committee and board to get it fully approved
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	1.5

Project/Event Title	Miscellaneous task (emails, discord, messenger)
Updates and Upcoming Plans	
Relevant Strategic Priorities	
Total Time (Hrs)	1

Project/Event Title	Student Group Funding Reform
Updates and Upcoming Plans	Petty cash increase approved at Finance, will bring to governance Will work on DSU funding next Travel and Conference funding will require another focus group, working with sindhu to

	get the eventbrite link
Relevant Strategic Priorities	Student Financial Health
Total Time (Hrs)	1.5

Applied Science Representative (Harry Preet Singh)

Meeting Summary and Comments

Meeting, Date	Board meeting, 18th September
Parties Attending	SFSS BoD and staff
Meeting Length (Hrs)	3
Reason	Board Agenda
Summary and Outcome	PRESENTATIONS • Work Plan for Fall Semester - Mehtaab (Business Representative) • SFU Sustainability 5-Year Plan NEW BUSINESS SUB Space Proposal Amendment Vancity Investment Management Signing Authorities DISCUSSION ITEMS Update from Events Committee Update from Accessibility Advisory Committee Embark Planter Proposal SFU Refund Deadlines State of the Society Address BCFS Campaign
Next Steps	

Meeting, Date	Joint Operations Group Meeting, 24th Sept
Parties Attending	SFSS BoD & GSS, SFU reps
Meeting Length (Hrs)	1.5
Reason	Discussing budget basics of SFU
Summary and Outcome	Informative session about how budget is consolidated at SFU SFU Financials Budget Process Financial Framework Accounting
Next Steps	

Meeting, Date	FASC, 24th Sept
Parties Attending	FASC members
Meeting Length (Hrs)	1
Reason	Committee Agenda
Summary and Outcome	NEW BUSINESS

	Zoom Business Account DISCUSSION ITEMS Accessibility Bursary Project Leads – Next Steps Petty Cash Adjustment – MSAC Request
Next Steps	

Meeting, Date	Board meeting, 25th September
Parties Attending	SFSS BoD and staff
Meeting Length (Hrs)	3
Reason	Board Agenda
Summary and Outcome	Zoom Business Account “Get Out to Vote” campaign Bye Law Presentation by Gabe Liosis
Next Steps	

Meeting, Date	ECAC, 29th Sept
Parties Attending	ECAC members
Meeting Length (Hrs)	1
Reason	Committee agenda
Summary and Outcome	UPDATES TMX letter (Weichun, Anuki) DISCUSSION Election Campaign ECAC social (Iulia) Post UPass reinstating review RHA restart (Gabe) ECAC development session
Next Steps	

Projects and Events

Project/Event Title	
Updates and Upcoming Plans	
Relevant Strategic Priorities	

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

Arts & Social Sciences Representative (Sude Guvendik)

Meeting Summary and Comments

Meeting, Date	Sept 18- SFSS Board Meeting
Parties Attending	SFSS board members, Staff and guests
Meeting Length (Hrs)	3 hrs 50 mins
Reason	Regular meeting
Summary and Outcome	<ul style="list-style-type: none">- Discussion on Esports, starting a working group, addressing the concerns regarding sexual harassment and diverse representation- SFU course drop deadlines and refund- this issue will be brought up at the Joint Operations Group- Discussion on State of the Society Address
Next Steps	N/A

Meeting, Date	Sept 21- Emerge SFU Board Meeting
Parties Attending	Emerge SFU Board members
Meeting Length (Hrs)	1 hr
Reason	Regular meeting time
Summary and Outcome	Updates with marketing, enrollment
Next Steps	N/A

Meeting, Date	Sept 25 FASS DSU Meeting
Parties Attending	FASS DSU Representatives
Meeting Length (Hrs)	40 mins
Reason	Regular meeting
Summary and Outcome	<ul style="list-style-type: none">- Discussion on By-Law Review changes- AGM promotion- Promoting cultural week and other events of the week
Next Steps	<ul style="list-style-type: none">- Send posts on Discord channels

Meeting, Date	Sept- 29 SFSS Board meeting
Parties Attending	Board of directors, Transition Manager Lawrence Jones, CRPC Sarah Edmunds
Meeting Length (Hrs)	2 hrs

Reason	meeting to discuss the SFSS By-Law Review
Summary and Outcome	<ul style="list-style-type: none"> - "Get Out to Vote" campaign motion approved - Motio approved to purchase zoom subscription for society - Presentations - Discussion on departmental student union council representatives and how they would work
Next Steps	N/A

Projects and Events

Project/Event Title	Cultural Week
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Contact SFU Iranian club - Promote the event and invite people
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1 hr

Project/Event Title	Emerge SFU
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Email two instructors from SheCodes and send them Emerge's intro video - Promote the workshops
Relevant Strategic Priorities	<ul style="list-style-type: none"> - Student engagement
Total Time (Hrs)	4 hrs

Business Representative (Mehtaab Gill)

Meeting Summary and Comments

Meeting, Date	Board Meeting, September 18
Parties Attending	Board members, staff, guests
Meeting Length (Hrs)	0.5
Reason	Present semester plan
Summary and Outcome	Presented semester plan to work remotely and balance school, work, and Board work
Next Steps	n/a

Meeting, Date	Student Engagement Meeting, September 23
Parties Attending	Dhruvit, Jacky
Meeting Length (Hrs)	1.5
Reason	Opportunities to get involved
Summary and Outcome	Discussed opportunities to get involved in different projects, volunteer and participate in events. Students reached out to have an open discussion
Next Steps	Hold another session in the coming weeks to follow up

Meeting, Date	Murder Mystery Run, September 25
Parties Attending	Jennifer
Meeting Length (Hrs)	0.5
Reason	Prepare for upcoming event
Summary and Outcome	Met with Jennifer to understand the run through of the event for the first half. Followed up with event documents and understanding the role in the second half.
Next Steps	n/a

Meeting, Date	Finance Club President, September 30
Parties Attending	Jackson
Meeting Length (Hrs)	0.5
Reason	To understand needs, and learn about the year plan
Summary and Outcome	Listened to any needs or questions about SFSS Explored potential partnership opportunity

	Discussed online platform for events
Next Steps	Follow up meeting once event details are more concrete

Meeting, Date	Accounting Student Association, President, September 30
Parties Attending	Vicky
Meeting Length (Hrs)	0.5
Reason	To understand needs, and learn about the year plan
Summary and Outcome	Listened to any needs or questions about SFSS Explored potential partnership opportunity Learned about the team
Next Steps	Attend the next event

Projects and Events

Project/Event Title	Beedie UG Course Fee
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Having discussions with students to receive input and feedback - Discussing financial health support options with students - So far, held meetings with 4 students and more to continue
Relevant Strategic Priorities	Student Financial Health
Total Time (Hrs)	3.25

Project/Event Title	Beedie Clubs Engagement
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Continue to meet with Beedie club presidents to understand needs and how SFSS can support the club goals and plans
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	2.5

Communication, Art & Technology Representative (Haider Masood)

Meeting Summary and Comments

Meeting, Date	Clubs day booth [Sept 16]
Parties Attending	Board Members,
Meeting Length (Hrs)	1 hour
Reason	Clubs day
Summary and Outcome	Engaged with students during the virtual clubs day. Visited PSA, SUS and ISF booth as well.
Next Steps	

Meeting, Date	SFSS Board Meeting [Sept 18]
Parties Attending	Board Members, Society Staff, Transition manager
Meeting Length (Hrs)	3.5 hours
Reason	Bi-weekly board meeting
Summary and Outcome	<ul style="list-style-type: none">• Business Rep Mehtab presented his work plan for the fall term.• SFU Esports are working on a gaming lounge and want collaboration with the SFSS. I personally think this is a very good idea. Will help serve as an engagement initiative for the students. Furthermore, students can come and relax during midterm final season by playing games.• Motion was passed regarding Sub space. CJSF and Embark will be switching rooms in the SUB.• Appointments of Surrey campus committee at-large members.• VP Student life provided an update on the Events committee.
Next Steps	

Meeting, Date	Strangers things events test run [Sept 19]
Parties Attending	Event Committee members, Health Sci Rep Nafoni Modi
Meeting Length (Hrs)	1 hours
Reason	To test run the event
Summary and Outcome	Everyone practiced and went over their roles to ensure and smooth flow of the event.
Next Steps	

Meeting, Date	Events Committee Meeting [Sept 23]
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Parties Attending	Event Committee Members, SFSS events coordinator Dipti
Meeting Length (Hrs)	1.5 hours
Reason	Bi weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> • Approved \$75 for food justice webinar speaker. • Approved \$120 for second food justice webinar • Approved \$98 for NHL stanley cup final watch party • Discussion around tidy tuesdays event
Next Steps	

Meeting, Date	Joint operations group meeting [sept 24]
Parties Attending	SFSS executives, GSS executives, SFU Administration
Meeting Length (Hrs)	1 hour
Reason	
Summary and Outcome	<ul style="list-style-type: none"> • SFU administration gave a presentation on the budgeting process. SFSS and GSS execs raised questions regarding the budget process. • SFSS and GSS gave a presentation/update regarding their major projects.
Next Steps	

Meeting, Date	Special Board meeting [Sept 25]
Parties Attending	Board members and society staff
Meeting Length (Hrs)	3 hours
Reason	By law discussion
Summary and Outcome	<ul style="list-style-type: none"> • VP University gave an overview of the proposed changes. • Council will now have greater representation. • I am extremely glad of the proposed changes but was confused regarding how long it will take for the society and council to adapt to new changes.
Next Steps	

Projects and Events

Project/Event Title	SFSS Rebranding
Updates and Upcoming Plans	Working group is currently research on past articles and design aspect
Relevant Strategic Priorities	
Total Time (Hrs)	2-3 hours

Project/Event Title	FIC-SFSS membership
Updates and Upcoming Plans	Including associate membership clause in the bylaws.
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	-

Project/Event Title	Strangers things murder mystery event
Updates and Upcoming Plans	Did a test run of the event via zoom call
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2.5 hours

Project/Event Title	Friends Trivia night
Updates and Upcoming Plans	The event will be carried on Kahoot.
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	-

Education Representative (Emerly Liu)

Meeting Summary and Comments

Meeting, Date	[September 18] SFSS Board meeting
Parties Attending	SFSS Board of Directors, SFSS Staff
Meeting Length (Hrs)	3.5 hours
Reason	Bi-weekly
Summary and Outcome	<p>Motions</p> <ul style="list-style-type: none"> - Approved SUB space proposal amendment - Approved Vancity investment management signing authorities - Postponed endorsement of the Take it Over Election Campaign - Appointed student At-large members to the Surrey Campus Committee <p>Discussion</p> <ul style="list-style-type: none"> - Update from Events Committee Chair - Update from Accessibility Advisory Committee Chair - Embark planter proposal - SFU refund deadlines - State of the Society address - Council Social Media
Next Steps	N/A

Meeting, Date	[September 22] Meeting with the Dean and Director of Undergraduate Programs
Parties Attending	ESA President, Faculty of Education Dean, Faculty of Education Director of Undergraduate Programs
Meeting Length (Hrs)	1 hour
Reason	Semesterly
Summary and Outcome	<p>Discussion</p> <ul style="list-style-type: none"> - Updates from ESA President and I about students' opinions and concerns about remote learning - Updates from ESA President on current status of ESA and engagement through events - Updates about anti-racism education initiatives in the Faculty - Director of Undergraduate Programs is planning to do a curriculum overhaul across all EDUC courses <ul style="list-style-type: none"> - She and the Dean argue that the Faculty offers a lot more than we think in terms of courses that deal with racism and inclusion. They want to make this work more transparent and accessible through the development of a database that students can use to explore courses with topics that interest them. Database will be based on keywords identified during the curriculum review. - PDP EDUC 400 are finalizing their plans to invite community activists to speak to the student about how they do social justice work in their teaching communities - Multiple instructors are currently working on designing a Canvas shell for EDUC 100 that will include anti-racism education within Equity, Diversity, and Inclusion (EDI) and Indigeneity is main components
Next Steps	Present updates at next ESA meeting; Send email with updates to Jasmine, PDP

	student that has been working with me on this initiative
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Meeting, Date	[September 22] Meeting with the ESA President
Parties Attending	ESA President
Meeting Length (Hrs)	0.5 hours
Reason	Debrief of meeting with the Dean and Director of Undergraduate Programs
Summary and Outcome	Discussion - Thoughts and feelings about what was said during the meeting - Talked about any missed points/ideas that we didn't mention during the meeting
Next Steps	Send follow-up email to Dean and Director of Undergraduate Programs

Meeting, Date	[September 22] Open Access Week: OER workshop planning
Parties Attending	Representatives of the SFU Library and Centre for Educational Excellence
Meeting Length (Hrs)	0.75 hours
Reason	To discuss workshop logistics
Summary and Outcome	Discussion - Speaker topics - Why OER matters - OER pedagogy - Finding and evaluating OER - Open licensing
Next Steps	Create slide and speaker notes for why OER matters to students

Meeting, Date	[September 23] Events Committee meeting
Parties Attending	Events Committee members (SFSS VP Student Life, At-Large Rep, FCAT Rep, Education Rep) and student At-Large members, SFSS Events Coordinator
Meeting Length (Hrs)	1.5 hours
Reason	Bi-weekly
Summary and Outcome	Motions - Approved funding for two honorariums for the Food Justice Webinars - Approved funding for the Stanley cup finals watch party event Discussions - Tidy Tuesdays - SFSS Club/SU collaborations - Esports x CAC, Archaeology Student Society, French Student Union, CMNSU - October event dates - Social media marketing event - Food Justice Webinar
Next Steps	Connect with the Esports co-president to discuss details of event and what SFSS involvement looks like

Meeting, Date	[September 25] SFSS Board meeting
Parties Attending	SFSS Board of Directors, SFSS Staff
Meeting Length (Hrs)	2 hours
Reason	Special meeting
Summary and Outcome	Motion - Approved BCFS campaign - Approved SFSS virtual meetings to be held on Zoom Business account Discussion - Review by-law proposals
Next Steps	N/A

Meeting, Date	[September 27] SFU Esports x SFU CAC x SFSS event collaboration meeting
Parties Attending	Members of Esports, CAC
Meeting Length (Hrs)	1 hour
Reason	To discuss event logistics
Summary and Outcome	Discussion: - Similar to the SFU Esports x SFU Anime x SFSS Summer Gamefest which boasted ~300 attendees over 2 days, SFU Esports is asking for \$600 from the SFSS Events Committee to be used towards \$25 and \$50 Amazon gift cards as raffle prizes - Event will span over 4 days (OCT 28-31) - SFU Esports will be applying for a \$130 SFSS grant (\$100 for gift cards, \$30 for Facebook paid promotion) - SFU CAC have submitted a SFSS grant application for \$100 for gift cards - Graphics will be sent to me by next week, before the Studentcentre newsletter is distributed
Next Steps	Submit motion for Events Committee meeting

Meeting, Date	[September 28] ESA meeting
Parties Attending	ESA members
Meeting Length (Hrs)	1 hour
Reason	Bi-weekly meeting
Summary and Outcome	Motion - Approved funding for ESA sweaters Discussion - EDventure Day debrief - Overview of meeting with the Dean - Ad Hoc Nominations and Awards Committee - Halloween event
Next Steps	N/A

Meeting, Date	[September 29] Accessibility Advisory Committee meeting
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Parties Attending	AAC members (VP Student Life, Education Rep, At-Large Rep, students At-Large), SFSS admin
Meeting Length (Hrs)	1.5 hours
Reason	Bi-weekly
Summary and Outcome	<p>Motion:</p> <ul style="list-style-type: none"> - Approved funding for guest lecture in EDUC 710 <p>Discussion:</p> <ul style="list-style-type: none"> - Accessibility Standard Policy Appendices - SFSS Website Accessibility - Accessibility Bursary - Accessibility Designated Assistant Update - Accessibility Audit Update - Accessibility Fund Grant Request Form Update
Next Steps	

Projects and Events

Project/Event Title	[September 21] ESA EDventure Day
Updates and Upcoming Plans	<ul style="list-style-type: none"> - ESA hosted their annual welcome event for new and returning Education students - Average number of attendees=25; Peak number of attendees=27 - Virtual activities were very successful
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2 hours

Project/Event Title	[September 25] ESA EDventure Day part 2
Updates and Upcoming Plans	<ul style="list-style-type: none"> - ESA divided the welcome event into two separate dates to reach more people -
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	1 hour

Project/Event Title	Faculty of Education PDP Anti-Racism initiative
Updates and Upcoming Plans	<ul style="list-style-type: none"> - 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 - Director of Undergraduate Programs is planning to do a curriculum overhaul across all EDUC courses - 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 - Multiple instructors are currently working on designing a Canvas shell for EDUC 100 that will include anti-racism education within Equity, Diversity, and Inclusion (EDI) and Indigeneity is main components

Relevant Strategic Priorities	University relations
Total Time (Hrs)	2.5 hours

Project/Event Title	OER Campaign
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Working with SFSS Communications Coordinator and SFSS Campaigns, Research and Policy Coordinator to create a OER survey for each faculty with the following questions: https://drive.google.com/file/d/1fgvCOXlkiZJnWCJ4DrgJaT4-LYrA0slH/view - Mandate SFSS Faculty Reps to distribute survey in an email outlining the following: https://drive.google.com/file/d/1odEwMANqOkGK5Tzi0UZg-PgHfRJ5FFe0/view - Purpose of surveying faculty is to track OER usage and student savings at SFU - Start to reconceptualize OER Student Campaign video using footage that we shot last year with the OER Working Group members. Brainstorm how to incorporate student voices.
Relevant Strategic Priorities	- Student engagement, student well-being, student financial health
Total Time (Hrs)	3 hours

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

Environment Representative (Anuki Karunajeewa)

Meeting Summary and Comments

Meeting, Date	Board meeting September 18, 2020
Parties Attending	SFSS board of directors, staff, guests and myself
Meeting Length (Hrs)	3 hrs
Reason	Regular scheduled meeting
Summary and Outcome	SUB space proposal amendment was approved, Vancity investment management signing authorities was approved, Postponed endorsement of the Take it Over Election Campaign Update from Jennifer on the Events Committee and Accessibility Advisory Committee. Embark presented their planter proposal and the board showed support. Discussed SFU refund deadlines, state of the society and council social media.
Next Steps	N/A

Meeting, Date	Board meeting September 25, 2020
Parties Attending	SFSS board of directors, staff, guests and myself
Meeting Length (Hrs)	3 hrs
Reason	Review by law proposals/ scheduled meeting
Summary and Outcome	We approved the BCFS campaign and approved the SFSS virtual meetings to be held on Zoom Business Reviewed by-law proposals
Next Steps	N/A

Meeting, Date	External committee meeting September 29, 2020
Parties Attending	External committee members, and myself
Meeting Length (Hrs)	1 hour
Reason	Regular scheduled meeting
Summary and Outcome	Students against TMX update Discussions on elections, Upass review and having a committee social which is lead by lulia our vice chair
Next Steps	N/A

Meeting, Date	Students against TMX meeting September 18, 2020
Parties Attending	Dogwoodsfu execs, and Justice no pipeline execs

Meeting Length (Hrs)	1 hr
Reason	Regular scheduled meeting
Summary and Outcome	Discussed updates on media - national observer released an article about us, the peak and CJSF updates Discussed reaching out to REM professor to amplify support
Next Steps	Contact REM professor

Meeting, Date	BIPOC committee September 21, 2020
Parties Attending	Bipoc committee members, staff and myself
Meeting Length (Hrs)	2 hrs
Reason	Regular scheduled meeting
Summary and Outcome	Discussed anti racism workshop for faculties (I will bring this up to FARM committee with the recommendations of BIPOC committee) Discussed DSU mandates, Orange Shirt Day, Our Decision campaign, and the SFU350's climate emergency declaration letter.
Next Steps	Bring up anti racism workshop idea to FARM

Meeting, Date	Admin assistant hiring committee meeting September 22, 2020
Parties Attending	LJ, Shelley, Zoya and myself
Meeting Length (Hrs)	1 hour
Reason	Need to hire more admin assistants
Summary and Outcome	Discussed hiring more admin assistants and who we will be hiring since we ran into an emergency
Next Steps	Hire admin assistants

Projects and Events

Project/Event Title	Food justice event September 25
Updates and Upcoming Plans	Everyone enjoyed the prof speak and he was really engaging
Relevant Strategic Priorities	N/A
Total Time (Hrs)	1 hour

Project/Event Title	SFSS new music Mondays and SFSS music trivia night - ongoing
Updates and Upcoming	I post new music on our Instagram (SFSS_events) every Monday, and I have been

Plans	helping manage the instagram with Ahad and Jennifer
Relevant Strategic Priorities	Posting stories and general instagram management. Ahad, Jennifer and I stay in touch and do this work through our facebook messenger group chat.
Total Time (Hrs)	2 hours

Project/Event Title	SFSS Dance workshop September 18
Updates and Upcoming Plans	I helped moderate the workshop and it went really well, everyone enjoyed it!
Relevant Strategic Priorities	N/A
Total Time (Hrs)	1 hour

Health Science Representative (Nafoni Modi)

Meeting Summary and Comments

Meeting, Date	SFSS Board Meeting, September 18th
Parties Attending	BOD, Staff, Guest
Meeting Length (Hrs)	3 hours
Reason	Regularly scheduled meeting
Summary and Outcome	<ul style="list-style-type: none">- SUB Space proposal- Vancity investment management- Take it over election campaign- Sfu refund deadlines
Next Steps	

Meeting, Date	Strangers things murder mystery night test run, September 19th
Parties Attending	Events committee
Meeting Length (Hrs)	2 hours, 15 minutes
Reason	To prep for the event on october 24th
Summary and Outcome	<ul style="list-style-type: none">- Test run for event
Next Steps	

Meeting, Date	Bipoc Committee, September 21
Parties Attending	Bipoc committee
Meeting Length (Hrs)	2 hours
Reason	Regularly scheduled meeting
Summary and Outcome	<ul style="list-style-type: none">- Name change campaign- Orange shirt day
Next Steps	

Meeting, Date	Podcast Meeting, September 23
Parties Attending	Pariya, Jennifer, Balqees, myself
Meeting Length (Hrs)	1.5 hours
Reason	
Summary and Outcome	

Next Steps	
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Meeting, Date	SFSS Board Meeting, September 25
Parties Attending	BOD, Staff, guests
Meeting Length (Hrs)	3 hours
Reason	Regularly scheduled meeting
Summary and Outcome	<ul style="list-style-type: none"> - BCFS Campaign - Meetings to now be held on zoom
Next Steps	

Meeting, Date	Stranger things murder mystery run through, September 25
Parties Attending	
Meeting Length (Hrs)	2 hours
Reason	<ul style="list-style-type: none"> - To go over the different riddles and make sure moderators knew how to run their specific activity
Summary and Outcome	
Next Steps	

Meeting, Date	Podcast September 27
Parties Attending	Pariya, WeiChun, Christina, myself
Meeting Length (Hrs)	2 hours
Reason	<ul style="list-style-type: none"> - To record podcast episode
Summary and Outcome	<ul style="list-style-type: none"> - Recorded episode about TMX
Next Steps	

Meeting, Date	Call with Megan, September 27
Parties Attending	
Meeting Length (Hrs)	30 minutes
Reason	Podcast artwork
Summary and Outcome	<ul style="list-style-type: none"> - Planned out the next artwork cover for the podcast episode
Next Steps	

Projects and Events

Project/Event Title	Podcast
Updates and Upcoming Plans	<ul style="list-style-type: none">- Planning timeline for the next few months- Creating script for podcast episode- Recording newest podcast recording- Helping megan create new artwork
Relevant Strategic Priorities	
Total Time (Hrs)	6 hours

Project/Event Title	Semester report
Updates and Upcoming Plans	<ul style="list-style-type: none">- Working on semester report
Relevant Strategic Priorities	
Total Time (Hrs)	2 hours

Science Representative (WeiChun Kua)

Meeting Summary and Comments

Meeting, Date	Governance (GOV) Committee Meeting, Sept 16th, 2020
Parties Attending	<p>Board Members: Gabe Liosis (VP University Relations), WeiChun Kua (Science Representative), Corbett Gildersleve (VP Finance), Osob Mohamed (President), Balqees Jama (At-Large Representative), Matthew Provost (VP Student Services),</p> <p>Staff: Lawrence Jones (Transition Manager), Sarah Edmunds (Campaigns, Research and Policy Coordinator)</p>
Meeting Length (Hrs)	2 hours
Reason	Regular Bi-weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> • Approved the By-law proposal by the GOV By-Law Working Group and recommended the board to approve to put the proposal on agenda of the next Annual General Meeting (AGM) • Tasked the by-law working group to review the Elections and Referenda policies, incase the by-law proposal passes at the AGM
Next Steps	Interested committee members will work on the Elections and Referenda policies

Meeting, Date	Board of Directors Meeting, Sept 18, 2020
Parties Attending	<p>Board Members: Osob Mohamed (President), Samad Raza (VP External Relations), Corbett Gildersleve (VP Finance), Jennifer Chou (VP Student Life), Gabe Liosis (VP University Relations), Haider Masood (FCAT Representative), Nafoni Modi (Health Sciences Representative), WeiChun Kua (Science Representative), Balqees Jama (At-Large Representative), Phum Luckkid (At-Large Representative), Anuki Karunajeewa (Environment Representative), Sude Guvendik (FASS Representative), Emerly Liu (Education Representative), Harry Preet Singh (FAS Representative);</p> <p>Staff: Sarah Edmunds (Campaigns, Research and Policy Coordinator), Sindhu Dharmarajah (Communications Coordinator), Lawrence Jones (Transition Manager), Ashley Brooks (Out On Campus)</p> <p>Guests: Ali white (EMBARK), Pablo Vimos (EMBARK Garden Coordinator), Lacie Burning, Mahdi Dhiaaldeen (The Peak), Adrienne Blas, Sandra Pal</p>
Meeting Length (Hrs)	3 hours 30 mins
Reason	Regular Bi-weekly Board Meeting
Summary and Outcome	<p>Presentation:</p> <ol style="list-style-type: none"> 1. Mehtaab presented his work plan for Fall semester as he will be working a full time job 2. SFU Esports presented their proposal for the gaming lounge in the SUB <p>Motions:</p> <ol style="list-style-type: none"> 1. Approved amendment for SUB Space proposal <ul style="list-style-type: none"> ○ CJSF and EMBARK are switching suites 2. Approved Osob and Corbett as signing authorities for SFSS Vancity Investment Management account

	<ol style="list-style-type: none"> 3. Motion for endorsing the BCFS' "Take It All" campaign, to encourage students to vote, was postponed because the board wanted to know more specific details about the campaign. 4. Approved appointing student At-larges to Surrey Campus Committee <p>Discussions:</p> <ol style="list-style-type: none"> 1. Hosting a State of the society address <ul style="list-style-type: none"> o For the SFSS to address and update its members every term 2. SFU Refund and Withdrawal Deadlines <ul style="list-style-type: none"> o Discussed about SFU deadlines being too early, especially when first week of class is not enough to assess a course. Most courses first week's are just intro and syllabus
Next Steps	

Meeting, Date	BIPOC Committee Meeting, Sept 21st, 2020
Parties Attending	Committee Member: Matthew Provost (Co-chair, VP Student Services), Balqees Jama (Co-chair, At-Large Representative), WeiChun Kua (Science Representative), Anuki Karunajeewa (Environment Representative), Marie Haddad (Student At-Large), Monique Leslie (Student At-Large), Nimrit Basra (Student At-Large), Victor Yin (SFSS Council & Out On Campus Representative), Zaina Khan (Student At-Large)
Meeting Length (Hrs)	2 hours
Reason	Regular Bi-weekly Meeting
Summary and Outcome	Discussions: <ol style="list-style-type: none"> 1. DSU Mandate <ul style="list-style-type: none"> o For DSUs to have anti-racism, anti-oppression policies or mandates 2. Orange Shirt Day 3. Our Decision Campaign 4. SFU350's Climate Emergency Letter <ul style="list-style-type: none"> o SFU350 is working on asking SFU to declare a climate emergency, and are looking for Black, and Indigenous students to be involved as climate change is an intersectional issue
Next Steps	

Meeting, Date	C19 Coalition Meeting, Sept 22, 2020
Parties Attending	Samad Raza, Marie Haddad, Balqees Jama, WeiChun Kua, Ed Graham, Gabe Liosis, Farina Fassih, Reese Muntean (Interim Director, C19 Task Force, GSS)
Meeting Length (Hrs)	1 hour 30 mins
Reason	Regular Bi-Weekly Meetings
Summary and Outcome	Discussing the coalitions timeline and plans for the Fall 2020 semester
Next Steps	N/A

Meeting, Date	Science All-DSU Meeting, Sept 22nd, 2020
Parties Attending	Board Member: WeiChun Kua (Science Representative) SFU Staff: Thomas Leischner (Science Student Engagement Coordinator)

	DSU Execs: Kennedy Hoven (President, BSU), Shariq Ahsan (President, Physics Student Association), Alex Kristinsson (Earth Sci), Ben Chang He/Him (BPKSA)
Meeting Length (Hrs)	1 hour 30 mins
Reason	Regular Bi-Weekly Meetings
Summary and Outcome	<ol style="list-style-type: none"> 1. AGM Meeting and By Law Change Proposal <ul style="list-style-type: none"> ○ I brought up the discussion of AGM and the proposed by-law change ○ Some were not aware of these changes from their councillors ○ Remind DSU execs that they need to promote the AGM to help achieve quorum 2. Scholars Strike Canada <ul style="list-style-type: none"> ○ Discuss a little but about the Scholar Strike that happened during the first week of classes ○ To our knowledge no courses in the Faculty of Science took part in the strike
Next Steps	Invite Gabe Liosis (VP University Relations) and Corbett Gildersleve (VP Finance) to come present and answer questions about the by-law proposals

Meeting, Date	Special Council Meeting, Sept 23rd, 2020
Parties Attending	<p>Council Members</p> <p>SFSS Board Members: Corbett Gildersleve (VP Finance), Gabe Liosis (VP University Relations), Osob Mohamed (President), Balqees Jama (At-Large Rep), WeiChun Kua (Science Representative)</p>
Meeting Length (Hrs)	2 hours
Reason	Discuss by-law proposals
Summary and Outcome	<ul style="list-style-type: none"> ● Council Chair, Helen Sofia Pahou presented the by-law proposals ● The presentation mainly focused on the organization restructuring ● By-law working groups members answered questions from council
Next Steps	Council will be voting on supporting the by-law proposals at the next Council meeting on September 30th

Meeting, Date	Special Board Meeting, September 25th, 2020
Parties Attending	<p>Board Members: Osob Mohamed (President), Samad Raza (VP External Relations), Corbett Gildersleve (VP Finance), Jennifer Chou (VP Student Life), Gabe Liosis (VP University Relations), Haider Masood (FCAT Representative), Nafoni Modi (Health Sciences Representative), WeiChun Kua (Science Representative), Balqees Jama (At-Large Representative), Phum Luckkid (At-Large Representative), Anuki Karunajeewa (Environment Representative), Sude Guvendik (FASS Representative), Emerly Liu (Education Representative), Harry Preet Singh (FAS Representative)</p> <p>Staff: Transition Manager Lawrence Jones, CRPC Sarah Edmunds, Comms Coordinator Sindhu Dharma,</p> <p>Guest: Council Rep Adrienne Blas (Education Student Association)</p>

Meeting Length (Hrs)	3 hours
Reason	Review of By-law Special Resolution Proposal
Summary and Outcome	The board reviewed and discussed the by-law proposals <ul style="list-style-type: none"> • What does the changes mean, the transition with council if the by-law passes, and took questions from guests
Next Steps	Vote at the next board meeting to approve the by-law proposals and put it on the AGM agenda

Meeting, Date	Science All-DSU Meeting, September 29th, 2020
Parties Attending	Board Member: WeiChun Kua (Science Representative), Gabe Liosis (VP University Relations) SFU Staff: Thomas Leischner (Science Student Engagement Coordinator) DSU Execs: Kennedy Hoven (President, BSU), Arshvir (President, MBBSU), Shariq Ahsan (President, Physics Student Association), Richard Wijaya (SASSA), Alex Kristinsson (Earth Sci), Jeffrey Cheung (Chem), Stephanie Sonea (President, Chem), Ben Chang (President, BPKSA)
Meeting Length (Hrs)	1 hour
Reason	Presentation on By-law Reform Proposal by Gabe Liosis
Summary and Outcome	<ul style="list-style-type: none"> • Gabe gave a presentation on the major changes with the by-law proposals and DSU Execs asked me and Gabe questions • Overall, DSU execs were very supportive of the changes
Next Steps	DSU Execs will talk to their councillors and vote whether to support these changes on Sept 30th

Meeting, Date	Governance (GOV) Committee Meeting, September 30th, 2020
Parties Attending	Board Member: WeiChun Kua (Science Representative), Gabe Liosis (VP University Relations) Guest: Phum Luckidd (At-Large Representative)
Meeting Length (Hrs)	2 hours 15 mins
Reason	Regular Bi-weekly Meeting
Summary and Outcome	Discussions: <ol style="list-style-type: none"> 1. The By-Law Review <ul style="list-style-type: none"> ○ Discussed Amendments to the By-Law Proposals based on feedback from lawyer 2. The AGM 3. The Governance Annual Plan 4. Review of Board and Administrative Policies 5. Review of Elections and Referenda Policies
Next Steps	N/A

Projects and Events

Project/Event Title	Trans Mountain Expansion Project (TMX) Advocacy and Awareness
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Campaign video got over 2.7k views on Instagram and 1.5k views on Facebook, and 450+ views on Twitter • Will look to collab with other anti-TMX group • Planning to launch email campaign with New/Mode
Relevant Strategic Priorities	Student Safety and Wellbeing
Total Time (Hrs)	4 hours

Project/Event Title	SFSS Burnaby Food Hub Program
Updates and Upcoming Plans	No updates. Regular weekly tabling. October will be the last month of the pilot program
Relevant Strategic Priorities	Student Wellbeing
Total Time (Hrs)	9 hours