

1. CALL TO ORDER

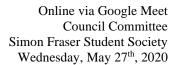
Call to Order – 4:37 PM

2. TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x^wməθk^wəyəm (Musqueam), Skwxwú7mesh Úxwumixw (Squamish), Selílwitulh (Tsleil-Waututh), k^wik^wəλəm (Kwikwetlem) and qicəy (Katzie) Nations. Unceded means that these territories have never been handed over, sold, or given up by these nations, and we are currently situated on occupied territories.

3. ROLL CALL OF ATTENDANCE

3.1 Council Composition **Student Union Representatives** Art, Performance, and Cinema Studies Behavioral Neuroscience Ramsha Farooqui Biomedical Physiology & Kinesiology..... Business..... Chemistry Michelle Tong Cognitive Science Rollin Poe Criminology...... Eva Delgado Dance Data Science Student Union.... Earth Science Economics Patrick Weston Engineering Science Alvin David English Elizabeth Giardin Environmental Resource Environmental Science Caitlin Heide Film Student Union First Nations Studies Student Union French Sharon Kim Geography Evangeline Lapalme Gerontology Student Union.... Health Science Humanities Sara Wong (proxy) Interactive Arts and Technology Bryan To





International Studies Labour Studies Linguistics Mathematics Mechatronics System Engineering	Jessica Fan Ali Vickers Brendan Kelly
Molecular Biology & Biochemistry Music Student Union Operations Research Philosophy Physics Political Science Psychology Science Undergraduate Society (SUS) Society of Arts and Social Sciences (SASS) Sociology and Anthropology	
Software Systems Statistics and Actuarial Science (SASSA) Sustainable Community Development Theatre Student Union Visual Arts World Literature	Anthony Kim
Constituency Group Representatives Disability and Neurodiversity Alliance (DNA) First Nations Student Association (FNSA) International Student Group (ISG)	Serena Bains
Out on Campus Collective (OOC) Residence Hall's Association (RHA) Student Athlete Advisory Committee (SAAC) Women Centre Collective (WCC) Students of Caribbean & African Ancestry (SOCA)	Victor Yin Daanyaal Sheikh Ryan Stolys Simran Randhawa
Board of Directors SFSS Directors (non-voting) President (Chair)	0.1.11.1
VP External Relations VP Finance VP Student Services VP Student Life VP University Relations Vice Chair At-Large Representative At-Large Representative (Applied Sciences) Faculty Representative (Arts & Social Sciences) Faculty Representative (Business) Faculty Representative (Communications, Art, & Technology) Faculty Representative (Education) Faculty Representative (Environment) Faculty Representative (Health Sciences) Faculty Representative (Science)	Samad RazaCorbett GildersleveMatthew ProvostGabe LiosisBalqees JamaPhum LuckkidPhum LuckkidSude GuvendikMehtaab GillMehtaab GillMenrly LiuAnuki KarunajeewaNafoni Modi



3.2 Society Staff	
Campaign, Research, and Policy Coordinator	. Sarah Edmunds
Executive Director	. Sylvia Ceacero
Executive Assistant	. Shaneika Blake
Administrative Assistant	. Kristin Kokkov
Member Services Coordinator – Student Unions & Groups	. Anna Reva
3.3 Regrets	
Student Athlete Advisory Committee (SAAC)	. Ryan Stolys
3.4 Absent	
Archeology	. Tanner Humphreys
Bachelor of Environment	. Mina Garlick
Behavioral Neuroscience	. Ramsha Farooqui
Communications	. Trisha Ramakrishnan
Economics	. Patrick Weston
Global Asia Studies Student Union	. Anh Vu
Labour Studies	. Jessica Fan
Mathematics	. Brendan Kelly
Operations Research	. Oliver Fujiki
Physics	. Manuel Rojas
Psychology	. Tristan Raymond
Out on Campus Collective (OOC)	. Victor Yin
Residence Hall's Association (RHA)	. Daanyaal Sheikh
Women Centre Collective (WCC)	. Simran Randhawa

4. ADOPTION OF THE AGENDA

4.1 MOTION COUNCIL 2020-05-27:01

Zaid/Helen

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED unanimously

4.1.1. MOTION COUNCIL 2020-05-27:01-01

Osob/Kayla

Be it resolved to add the item 7. Board Report to Council to the agenda. Be it further resolved to add the regrets from Ryan Stolys to the agenda.

CARRIED unanimously

5. MATTERS ARISING FROM THE MINUTES

5.1 MOTION COUNCIL 2020-05-27:02

Nick/Evangelina

Be it resolved to receive and file the following minutes:

• BOARD and COUNCIL 2020-04-30 Minutes

CARRIED unanimously



6. RATIFICATION OF REGRETS

Excuses or regrets will be kept track of by the chair of council. Missing two meetings in a row without sending excuses (that are approved) will result in the removal from Council.

6.1 MOTION COUNCIL 2020-05-27:03

Adrienne/Bryan

Be it resolved to ratify regrets from Ryan Stolys.

CARRIED unanimously

7. BOARD REPORT TO COUNCIL

- On the Board Meeting on May 15th there were many appointments:
 - o VP University Relations was appointed as vice chair of the Board;
 - o VP Student Life was appointed as Board Liaison to Council;
 - o The President was appointed as Staff Liaison Officer and Legal Liaison Officer;
 - o Board members were appointed to the SFSS committees.
- Terms of Reference were amended to allow electronical meetings.
- The Board is starting the process of looking for student at large members.
- There is going to be up to one councillor in each committee which will be a voting position.
 - Councillors who are interested in applying for one of these committees were asked to let VP Student Life know – she has been tasked to work with the Council to seek and recruit councillors to participate in Board committees.
- The Board discussed the organisational restructuring and review of the administration and governance structure.
 - o The Carver model will be revisited.
- There was an update about the SFSS Emergency Covid-19 Support.
- Open letter on accessibility on online classes was discussed.

8. PRESENTATION

8.1 Orientation – Sarah Edmunds and Anna Reva

- Refer to the attachments
- The presentation gave an overview of the structure of the Council, and role and function of the Council.
 - o The SFSS By-Laws 7 & 8 rule the Council.
 - Council needs to meet at least once per semester.
 - o Council advices the Board.
 - o Council representatives are expected to participate in the work of the Society.
 - o The purpose of the Council meetings is to function as a decision-making tool.
 - o Robert's Rules of Order governs the conduct of all meetings of Council.
- The role of the Council is to act as a liaison between the student unions and the Board.
- Anna Reva and Samantha Li are the staff members who can help with questions about the Council.
 - All new Council representatives need to fill out the stipend eligibility form to get paid and send the bank direct deposit form.
 - They can help with reviewing the constitution, the elections, and the Robert Rules of Order.
 - o The Members Services administer all funding for Student unions.



- It was reminded to send the executives list and upload the meeting minutes in order to receive the core funding for the semester.
- The Members Services offer subsidized workshops:
 - Food Safe workshop subsidy
 - To organise events where cooking is involved, it is necessary to have at least one person who has safe food certificate.
 - First aid workshop cannot be done right now, because it is in person workshop.
 - Workshops with the SFU SVPO.

9. NEW BUSINESS

9.1 Appointment of Council Chair – MOTION COUNCIL 2020-05-27:04 Zaid/Alvin

Be it resolved to appoint Zaid Lari as the Council Chair for the 2020/2021 Term.

CARRIED AS AMENDED unanimously

Call for nominations 3 times:

• Zaid Lari nominated himself.

9.1.1. Appointment of Council Chair – MOTION COUNCIL 2020-05-27:04-01 Osob/Rollin

Be it resolved to replace X with Zaid Lari.

CARRIED unanimously

9.2 Appointment of Council Vice Chair – MOTION COUNCIL 2020-05-27:05 Rollin/Tony

Be it resolved to appoint Helen Sofia Pahou as the Council Vice Chair for the 2020/20201 Term. Be it further resolved that the Vice Chair has the power to convene and chair a meeting in the absence or at the discretion of the Council Chair.

CARRIED AS AMENDED unanimously

Call for nominations 3 times:

- Tony Yu nominated himself.
 - o He is Philosophy representative and has had many leadership positions before.
 - He is the co-presidents of SFU Peak Frequency.
 - He is familiar with the SFSS processes.
- Helen Pahou nominated herself.
 - Excited to be part of the Council's advisory role to the Board and to ensure that the Board is held accountable for any ill-fated decisions.
 - She hopes to be a helping hand to the chair and the Council liaison.

Voting:

- 9 in support of Tony Yu;
- 12 in support of Helen Pahou;
 - o Helen won the majority vote.



9.2.1. Appointment of Council Vice Chair – MOTION COUNCIL 2020-05-27:05-01 Osob/Bryan

Be it resolved to amend the motion by striking 20201 and replacing it with 2020/20201. **CARRIED unanimously**

9.2.2. Appointment of Council Vice Chair – MOTION COUNCIL 2020-05-27:05-02 Osob/Kayla

Be it resolved to replace X with Helen Sofia Pahou.

CARRIED unanimously

9.3 SFU DNA Open Letter – MOTION COUNCIL 2020-05-27:06 Helen/Serena

Whereas, the board of directors have communicated their intent to endorse the open letter regarding asynchronous course delivery to SFU DNA as of May 15th, 2020;

Be it resolved that Council formally endorse the open letter regarding asynchronous course delivery.

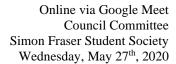
Be it further resolved that Council sign on as one of the organizational sponsors to the open letter.

CARRIED unanimously

- The Open Letter regarding asynchronous course delivery was brought in by the SFU DNA and states the barriers that the students are currently facing, and the associated need for asynchronous learning to address those barriers.
- The letter calls for:
 - Stronger leadership from SFU administration mandating asynchronous course delivery options.
 - o Increased uptake by instructors to ensure asynchronous learning environments are maximized and consistently delivered.
 - A dedicated COVID-19 complaints process to report artificially-created accessibility barriers in online course delivery.
- Council representatives agreed that there is a need for accommodations because there are also international students who study in different time zones.
 - However, it was brought out that some courses cannot be taught asynchronously.
- It was recommended to compile a database of the courses that can be taught asynchronously and the courses that cannot, so that students could have information about the courses and could chose whether to take the courses or not.
- It was pointed out that the Board voted unanimously to sign on to the letter.
- The letter will be sent to the SFU administration, the president, and the staff of the academic side of the SFU.

10. ATTACHMENTS

- Open Letter Regarding Asynchronous Course Delivery [Final].pdf
- Board Report to Council.pdf
- Council Orientation.pdf
- Student Union Resource Office.pdf





11.

ADJOURNMENT
11.1 MOTION COUNCIL 2020-05-27:07 Alvin/Kayla Be it resolved to adjourn the meeting at 6:01 PM.

CARRIED unanimously

To all SFU administration and faculty:

SFU students from vulnerable backgrounds are calling for increased asynchronous online course delivery for the summer 2020 term.

Asynchronous delivery allows for self-paced learning within a flexible time frame. It often includes self-guided lesson modules, recorded lectures, and multiple options for student participation and classroom engagement, while requiring time-constrained student attendance only at a minimum such as for exams. Asynchronous learning is a student-centred approach that supports diverse student needs, one that is imperative during this time of crisis.

The following are just a few examples of students facing barriers that are compounded by synchronous delivery:

- Students with inconsistent WiFi access
- Students with inconsistent computer access (For example, low-income students sharing a single computer with the rest of their household)
- Students who had to travel back to their home countries during the pandemic, or have traveled abroad and cannot safely return to Canada, whose lectures are now during their sleeping hours due to time zone differences
- Students who are doing on-the-ground volunteer and employed work to help vulnerable populations survive the pandemic, often at extreme hours
- Students who are essential workers, who may be now working more irregular shifts given massive lay-offs and employee turnover rates
- Students who are parents or caregivers, who now must conduct childcare at more inconsistent hours
- Students with disabilities receiving home care to support their activities of daily living, who may have their home care schedules impacted due to COVID-19

We recognize that many instructors are facing these same barriers. In addition, we recognize that synchronous delivery contributes additional time pressure and stress for instructors dealing with technical difficulties during real-time online lectures and exams. Instructors also benefit from the flexibility provided by asynchronous learning.

Many universities, including SFU, are recommending instructors to incorporate asynchronous learning as much as possible in their classrooms. **However**, students are reporting that many professors are not providing asynchronous options, even when it is feasible, justifiable, and optimal.

Some instructors argue that certain class components can only be provided synchronously, **but this is true in only a very limited number of cases**. In

most cases, asynchronous options are appropriate and feasible if instructors apply some flexibility and re-evaluate their pre-pandemic expectations. For instance, class discussion can be conducted via Canvas and Piazza discussion forums. Students who cannot attend live lectures could be given access to recordings through Canvas and submit written work the week of lecture.

Some instructors have expressed worries that students would not attend lectures if they are recorded. However, students who are able to attend live classes, who want to participate in live classes, tend to attend anyway—the same as before the pandemic. Holding inaccessible lectures largely impacts participation of the growing number of students facing barriers. **Providing accessibility increases student engagement.**

Instructors and students alike have voiced the need for regular schedules to maintain routine for mental well-being. Asynchronous options can provide this necessary regularity with consistent upload times and deadlines for weekly participation. Asynchronous course delivery can and should be maintained with regularity and consistency.

The COVID-19 pandemic has caused unprecedented changes on a global scale. **Pre-pandemic class expectations, such as attendance participation marks, need to change with these times.**

We do not know how long the pandemic will last. It is not an option for many students to simply drop classes if they are newly inaccessible. Some rely on continued full-time status for their live expenses funding. Some need to graduate by a certain deadline before their tuition funding runs out.

Asking students to delay their education because available accessible options are being withheld is inequitable and unjust. It will have significant impacts on the quality of life and future of students, and disproportionately affect students from vulnerable backgrounds.

We call for:

- Stronger leadership from SFU administration mandating asynchronous course delivery options
- Increased uptake by instructors to ensure asynchronous learning environments are maximized and consistently delivered
- A dedicated COVID-19 complaints process to report artificially-created accessibility barriers in online course delivery

Signed, [signatures]

05.15 - May 15

Appointments

- VP University Relations (Gabe Liosis) appointed as Vice Chair of Board, who would fill in for the President (Osob Mohamed) if she is unable to attend a meeting
- VP Student Life (Jennifer Chou) appointed as Board liaison to Council will provide updates about Board meetings to Council
- President (Osob Mohamed) appointed as staff liaison officer
- President (Osob Mohamed) appointed as legal liaison officer (chooses lawyers)

Committees

- Terms of Reference amended to include meeting electronically.
- Board members appointed to committees, starting to look for student at-larges
- Up to 1 councillor on each SFSS committee (voting position)
 - VP Student Life (Jennifer Chou) will be working with the Council to seek, identify, and recruit Councillors to participate in Board committees

Organizational restructuring and review

- Governance and administrative structure need to be reviewed since they currently aren't as effective or clear
- Current Carver model: governance model, delegates a lot of responsibility to management and staff
 - Example as to how this model is lacking: when SFSS staff banned bubble tea fundraising without Board knowing
- Right now, Board members participate in event- and campaign-planning which isn't strictly governance, so we need a new model that isn't strictly Carver model
- SFSS has a lot of administrative staff and we need to review what is or isn't working for us

SFSS Emergency COVID-19 Support Updates

- Student Senator Jennifer Chou submitted questions for the May 19th Senate meeting:
 - https://docs.google.com/document/d/1R0m3BZNIFdQXHghiDiirFQmX4QWGLm Rzs28zgPVlgJ4/edit?usp=sharing
- VP External has been in touch with <u>SFU C19 Coalition</u> (a group of grassroots organizers advocating for all students & workers) organizers and other external organizers

Open letter on accessibility in online classrooms

- A lot of professors have been requiring synchronous course components that are for marks and not accommodating students
- This is not accessible for students like students in different timezones, students with children or dependents, and students with disabilities
- Mainly for classes that can be easily made more accessible by making course components asynchronous, not for lab classes or other classes that need live portions

SFSS Committees

Nominating Committee

Seek, identify, and recruit qualified members to participate in Board committees

Governance Committee

- Make and report on development of recommendations to Board aimed at strengthening its governance processes and capacity
- Includes recommendations and reports relating to
 - SFSS docs like Constitution, Bylaws, Board Policies, Elections and Referenda Policies
 - Governance processes

Finance and Audit Committee

- Make and report on development of recommendations to the Board regarding its financial and audit functions of the Society on behalf of Board
- Includes recommendations and reports relating to
 - External audit
 - Finances (annual budgets)

External and Community Affairs (previously: Federal, Provincial, and Municipal Advocacy & Lobbying Committee)

 Make and report on the development of recommendations to the Board regarding federal, provincial, and municipal advocacy and lobbying campaigns and member facing student information campaigns

University and Academic Affairs Committee

 Make and report on the development of recommendations to the Board regarding University advocacy, campaigns, member facing student information campaigns, and student outreach and engagement initiatives

Events Committee

- Make and report on development of recommendations to the Board of Directors on SFSS events
- Includes event
 - Proposals (budget, timeline)
 - Progress
 - Final reports (finances, engagement, participation, recommendations)

Surrey Campus Committee

- Connect Board with undergrad students and create opportunities for increased student engagement at the Surrey campus
- Makes recommendations to Board regarding improvement of the undergraduate experience at the Surrey campus
- Includes
 - Engagement initiatives and results
 - Community-building events

Vancouver Campus Committee

- Connect Board with undergrad students and create opportunities for increased student engagement at the Vancouver campus
- Makes recommendations to Board regarding improvement of the undergraduate experience at the Vancouver campus
- Includes
 - Engagement initiatives and results
 - Community-building events

Accessibility Advisory Committee (previously: Accessibility Fund Advisory Committee)

- Report on the development of recommendations to the Board regarding the needs of, and supports available to, students with disabilities, as well as Accessibility Grant applications
- Includes
 - Reviewing Accessibility Grant applications
 - Reviewing and making recommendations regarding the SFSS Accessibility Policy
 - Engaging with the community of members with disabilities
 - Engaging with SFU regarding supports made available to students with disabilities

The Role and Function of Student Council

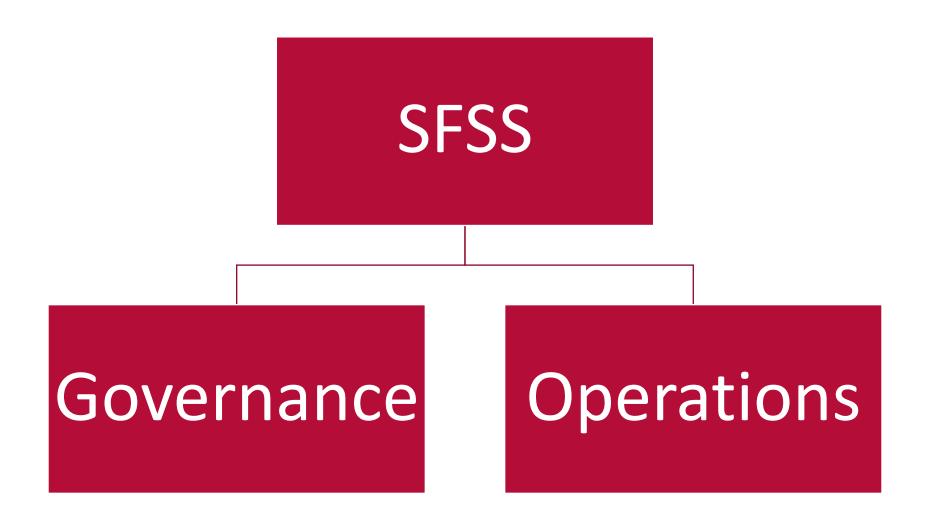


[†] The SFSS

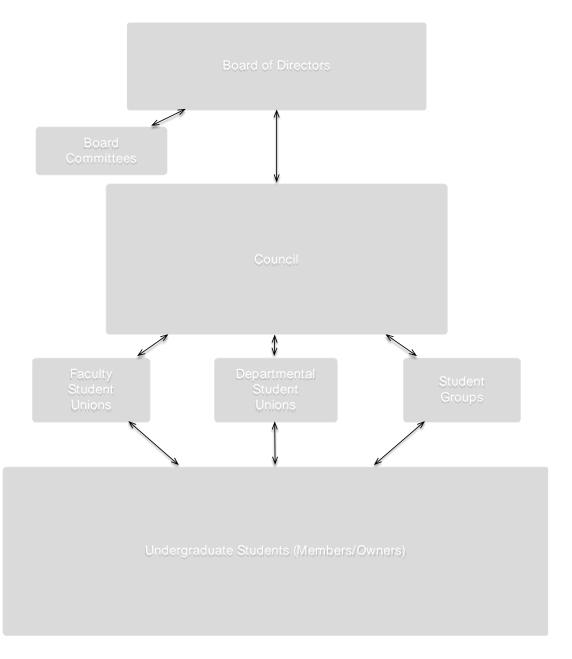
Purpose

The Simon Fraser Student Society is a student-led organization that represents and advocates for the interests of the 25,000+ undergraduate students at SFU. The SFSS is your not-for-profit support network and voice at SFU and provides services and support to make student life better.

Governance vs Operations

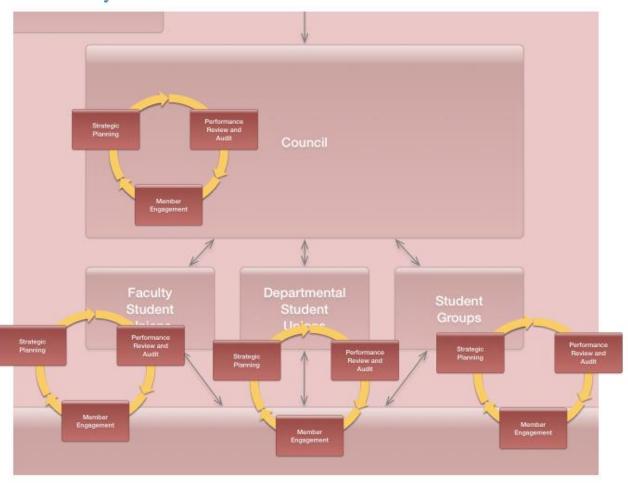


* SFSS Governance



Council Governance Structure & Cycles





Relevant By-Laws

SFSS By-Laws 7 & 8

- Member in good standing of the SFSS
- Quorum
- No vote by proxy
- Electing a chair
- Meetings at least once a semester
- Establishing new Council seats
- Advising Board
- Council shall serve as the primary medium of discussion for:
 - Issues of importance to members in different faculties, departments or schools at SFU
 - Advocacy and other general interest matters of SFSS members

Duties and Responsibilities

Council Representatives

- Council Representatives are encouraged and expected to participate in the work
 of the Society, including but not limited to:
 - informing students in their departments, faculties or constituency groups of Society activities,
 - forwarding to the Board of Directors issues that are of concerns to the members of their student union or constituency group,
 - assisting with advocacy projects and campaigns of interest to the Society and its members, and
 - facilitating communication between the Society and its members.
- Council representatives shall:
 - attend all Council meetings and general meetings called by the student union or constituency group called during the semester
- Council representatives are strongly encouraged to be a member of the advisory committees and working groups
 - Either as Council reps or student at-large members on Board committees

Working Groups and Advisory Committees

Providing Advice

- By-Law 8 allows Council to strike Board advisory committees with terms of reference and appoint members
- Working groups and advisory committees existed in the past
 - Offline, outside of Council meetings
 - Small groups
 - Bring action items (in the form of motions!) to Council meetings
- The Board has many different committees that Council can potentially sit on as a student at-large member

Meetings

Meetings as a decision-making tool

 The goal is simple! Council and student unions and groups make decisions...

AS A GROUP

Robert's Rules

How can they help Council?

- Chair sets a meeting date (must convene at least once a semester as per By-Law 8)
- Call for agenda items: motions or discussion items
 - Moving away from discussion --> motions (action!)
- Council approves agenda OR makes amendments and approves agenda
 - Good practice to submit your agenda items beforehand
- Motions are adopted if they are carried
- Motions can help introduce student union voices

4

Robert's Rules

Motions as proposed decisions

- A proposal that the Council make a decision on behalf of the organization.
- Example
 - "Whereas..."
 - "Be it resolved to/that ..."
 - "Be it further resolved to/that..."
 - Always include the 'who', 'what', 'when', 'where', and 'why'.

Robert's Rules

Types of Motions

- Primary motion
 - Move
 - Second
 - Discuss
 - Vote
 - Carried, carried with amendments, not carried
- Types of secondary motions
 - Amend
 - Postpone
 - Recess
 - Refer to committee
 - Call the question

Robert's Rules

Best Practices

- Speak to the motion
- Would this serve the mission of the SFSS?
- Would this bring us closer to the vision of the SFSS?
- Is this in keeping with the values of the SFSS?

Examples of Motions

Council 2011/2012

MOTION Forum 2012-02-29:06

Warwick/Warren

Be it resolved that Forum Strike a SUB Oversight Policy Development Task Force to meet bi-weekly until the last Forum meeting of Summer Semester whereupon the Task Force must submit (a) Policy Paper(s) with the explicit purposes of establishing principles, standards and further actions and referendum question recommendations to address the oversight challenges raised by the SUB project specifically around matters of meaningfully inclusive consultation processes, transparent decision-making processes, disclosure of financial and other relevant information and procedural criteria for regular performance reviews of the Board members primarily responsible for the SUB project.

Examples of Motions, cont'd

Council 2010/2011

MOTION FORUM 10-06-10:11: AMENDMENT

Lutener / Yeung

Be it resolved that the motion be amended to read: Be it resolved that the following questions be put to the membership in a non-binding plebiscite: Do you agree that external groups that collect a fee from all undergraduate students with a total value of more than \$25,000 per year be required to submit a public, external and independent financial audit each year at the SFSS Annual General Meeting? Do you further agree that the SFSS should draft a question on this topic to be put to a binding referendum in the spring of 2011? (yes / no)

Examples of Motions, cont'd

Council 2014/2015

MOTION COUNCIL 2015-01-28:06

Jovanovic/Amended Thompson

Whereas the Faculty of Arts and Social Sciences (FASS) has decided, due to budget constraints, to eliminate the position of Cognitive Science Adviser and Manager and have the program run under the administration of the Psychology Department instead; Whereas the Cognitive Science Student Society (CS^3) believes that this decision is not an efficient decision, and will have a much greater effect on the Cognitive Science program than anticipated, has decided to oppose this decision and attempt to reinstate the position of Cognitive Science Adviser and Manager; Whereas CS^3 has drafted an official letter to the dean of FASS, John Craig, opposing this decision in an attempt to revert it; Be it resolved that the Simon Fraser Student Society Council officially support the Cognitive Science Student Society on their mission to reinstate the Cognitive Science Adviser and Manager position.

[†] In Summary...

The roles and function of Council

- Role: To act as a liaison between student unions (and more broadly, members) and the SFSS (specifically the Board)
- Function: Meetings are decision-making tools where motions are passed. Working groups allow for the development of actionable items to be motioned at meetings
- Question: What are the priorities of the Council for 2020/2021?
 - Talk to your Student Union or Group!

Student Union Resource Office



Who are we?

 Member Services Coordinator - Student Unions:

Anna Reva (msc.unions@sfss.ca)

Student Union Outreach Worker:

Samantha Li (unionoutreach@sfss.ca)



Elections

Congratulations on being elected a Council

Representative!

We can help with:

- Constitution Amendment
- Elections
- Robert Rules of Order



Funding

- Core Funding
- Travel and Conference Funding
- Grant Funding
- Trust Account
- Credit Card payments



Workshops

- Canvas Orientation
- Subsidized Workshops:

First Aid (see SFU Athletics and Rec)

Food Safe - NEW SUBSIDY! 40\$/pp

New workshops together with SFU SVPO



Useful links:

- Updates: https://sfss.ca/sfss-covid-19/
- Events: https://sfss.ca/calendar/?

 month=may&yr=2020
- Portal: http://go.sfss.ca
- Canvas: https://canvas.sfu.ca/courses/41990

