

## 1. CALL TO ORDER

Call to Order – 12:04PM

## 2. TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x<sup>w</sup>məθk<sup>w</sup>əyəm (Musqueam), Sk̓wx̓wú7mesh Úxwumixw (Squamish), Sel̓ílwitulh (Tsleil-Waututh), k<sup>w</sup>ik<sup>w</sup>əłəm (Kwikwetlem) and 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 Committee Composition

VP Student Life ( <i>Chair</i> ) .....	Jennifer Chou
At-Large Representative .....	Phum Luckkid
Faculty Representative (Communications, Art, & Technology) .....	Haider Masood
Faculty Representative (Education) .....	Emerly Liu
Student At-Large .....	Karishma Sen
Student At-Large .....	Emma Macchabee
Student At-Large .....	Fiona Wong
Student At-Large .....	Abhishek Parmar
Student At-Large .....	Yashvir Gupta
Student At-Large .....	Ahad Ghani
Council Representative .....	Adrienne Blas

### 3.2 SFSS Staff

MSC Events .....	Dipti Chavan
------------------	--------------

### 3.3 Guest

Co-director of Emerge SFU .....	Jayson Hurstinen
---------------------------------	------------------

## 4. ADOPTION OF THE AGENDA

### 4.1 MOTION EVENTS 2020-10-21:01

**Abhi/Fiona**

*Be it resolved to adopt the agenda as amended.*

**CARRIED AS AMENDED UNANIMOUSLY**

- Add Updates 8.5 Mental Health Monday with SFU HCS
- Add 2020-09-23 EVENTS to Matters Arising from the Minutes
- Move Discussion 7.4 October Events to item 7.2 in Discussion
- Add Motion to approve New Business 6.3 Emerge SFU Partnership

## 5. MATTERS ARISING FROM THE MINUTES

### 5.1 MOTION EVENTS 2020-10-21:02

**Haider/Emma**

*Be it resolved to receive and file the following minutes: 2020-09-09 EVENTS & 2020-09-23 EVENTS.*

**CARRIED UNANIMOUSLY**

- 2020-09-09 EVENTS
- 2020-09-23 EVENTS

## 6. NEW BUSINESS

### 6.1 Apple Pie Food Workshop-MOTION EVENTS 2020-10-21:03

**Karishma/Emerly**

*Be it resolved to approve \$60 for the Apple Pie Food Workshop.*

**CARRIED UNANIMOUSLY**

- Event postponed until Wednesday, Nov. 4<sup>th</sup> from 2:30-3:30pm.
- Money will be for ingredients and contingency.
- See attached Events Plan.

### 6.2 SFSS AGM Giveaway-MOTION EVENTS 2020-10-21:04

**Emerly/Karishma**

*Be it resolved to approve \$60 for the SFSS AGM giveaway.*

**CARRIED UNANIMOUSLY**

- For @SFSS\_SFU Instagram to encourage people to spread the word about SFU AGM.
- Starbucks and one-year free Spotify have been popular in the past but did a poll in the stories and Starbucks was more popular.
- Skip the Dishes gift card since you can order Starbucks via Skip The Dishes.
  - Food delivery seems safer than going in person to Starbucks.
  - Different comfort levels with receiving delivered food during pandemic.
  - Skip the Dishes has contactless delivery and most people use it to order food.

### 6.3 Emerge SFU Partnership – MOTION Events 2020-10-21:05

**Adrienne/Fiona**

*Be it resolved to approve \$800 for a partnership with Emerge SFU for their instructor honouraria.*

**CARRIED UNANIMOUSLY**

- 2 committee members abstained from the vote, noted as VP Student Life and Student At-Large (KS).

## 7. DISCUSSION ITEMS

### 7.1 Events Collaborations

- See attached list of applicants.
- VP Student Life will check in with International Studies Student Association, and SFU Pursuit of Happiness.
- Phi Delta Epsilon – MedConnect 2020 Conference.
  - They need promo and funding that isn't covered by SFSS grant.

- VP Student Life, Student At-Large (AP) and Student At-Large (FW) will be asking about exact costs since some of it doesn't make sense.
- Psychology Student Union – Psych-based Trivia Night.
  - Need help with event promotion on social media.
  - Costs are covered by their core funds.
  - VP Student Life & Council Representative will be helping promote their event on the SFSS Events Instagram.
- University Christian Ministries – Netflix and Skip the Dishes party.
  - Need help with event promotion on social media and funding that isn't covered by SFSS grant.
  - These items should be covered by a grant.
  - Council Representative will be checking in regarding the specifics of the event and event costs.
- Emerge SFU
  - Two committee members are part of this group and must abstain from voting.
  - Jayson, a co-director of Emerge SFU, presented and talked about the requests.
    - Further funding breakdown:
      - [https://docs.google.com/document/d/1AuSs9rF609T6DW9sNv9Ux5\\_SIx3BRYqzPj0Te3yicc8/edit?usp=sharing](https://docs.google.com/document/d/1AuSs9rF609T6DW9sNv9Ux5_SIx3BRYqzPj0Te3yicc8/edit?usp=sharing)
    - Has continued to grow with increasing amount of people enrolled in their workshops .
    - Would like to pay instructors \$200 each to prepare curriculum, presentations and lectures for 4-6 weeks.
      - There are six instructors so will need a total of \$800 from SFSS Events and already have \$400 from the SFSS honorarium grant.
      - Other options are \$150 for each instructor (\$500 from Events) or \$125 each (\$350 Events).
  - Student At-Large (AP) is willing to work with Jayson moving forward.
  - There was agreement that Emerge SFU should be given \$800, however, they will be doing this as a partnership instead of under the Events Collaboration since it is a special case.
    - Emerge SFU is one of the biggest clubs and they hire instructors to teach students valuable skills.
    - This would fall outside SFSS grant guidelines which is why it is a partnership.
    - Running into funding difficulties because of growth.
- Orangutan Awareness Club – Webinar to learn more about Orangutans.
  - Need help with event promotion.
  - VP Student Life & Council Representative will get in touch with the club to promote their events.

## 7.2 October Events

- Pumpkin carving did not have a lot of interest, so it was cancelled.
- Stranger Things Murder Mystery Night happening Oct. 24<sup>th</sup>.
- Lantern Making changed to Tues Oct. 27 and Wed Oct. 28<sup>th</sup>.
- Fall Bob Ross Paint Night Wednesday Oct. 28 – Move to November.
- Salted Caramel Pretzel Cookies Thursday Oct. 29<sup>th</sup>.
- Horror Movie Night Friday Oct. 30 – Hush or Instagram poll to see what people want to watch.
- VP Student Life has been busy promoting SFU AGM so she hasn't been able to check in with event planners.

### 7.3 November Events

- Tidy Tuesdays will continue to happen
- Postponed October events.
  - Apple Pie Food Workshop
  - Fall Bob Ross Painting
- November will mainly be focused on online activities on SFSS Events Instagram since people are busy with exams and projects.
  - Recap videos of previous events
  - Introduce the Events Committee
  - Have 'trivia nights' using "Quiz" sticker on Instagram stories
  - Instagram takeovers from various groups
  - Club collaborations
- Dance workshop with SFU Befikre Dance Team
  - November is Diwali so they wanted to host an event.
- At-Large Representative, Faculty Representative (Education), and Student At-Large (EM) left at 1:00 PM.

### 7.4 Lantern-Making Workshop / Trivia Murder Party

- Do not have capacity for Trivia Murder Party .
- Tuesday, Oct 27 at 4:30-5:30 pm and Wednesday, Oct 28 at 4:30-5:30 pm.
- Everyone was busy so VP Student Life can moderate alongside MSC Events.

## 8. UPDATES

### 8.1 Ethnobotany Webinar

- Squamish instructor taught Ethnobotany.
- Had a lot of attendees, especially Indigenous students.
- VP Student Life had to manually email all attendees the info before the event because Eventbrite doesn't send many reminders.
- Student At-Large (AP) left at 1:06 PM.

### 8.2 SFSS x UPhoto Photography Workshops

- Workshops also went well and was very engaging.
- UPhoto was great to collaborate with.

### 8.3 Stranger Things Murder Mystery Night

- Test run has happened.
- Please invite your friends!

### 8.4 Trivia Week

- Music Trivia was fun and we had a variety of different questions, but will probably do more lyrics-based questions next time.
- Friends Trivia
  - Everyone was engaged and got lots of suggestions for future trivia nights like The Office & Harry Potter.
    - Faculty Representative (Communications, Arts & Technology) wants to be event lead for Harry Potter and The Office with Council Representative and Student At-Large (AG) being event supports.
- Modern Family Trivia was fun but questions were much more challenging.

### 8.5 Mental Health Monday with SFU HCS

- Great to collaborate with them.
- VP Student Life requested an engaging workshop, and it was very interactive and engaging.

## 9. ATTACHMENTS

- 9.1 Apple Pie Food Workshop Event Plan
- 9.2 Events Collaborations Applications
- 9.3 Ethnobotany Webinar Post-Event Report
- 9.4 SFSS x UPhoto Photography Workshops Post-Event Report
- 9.5 Trivia Week Post-Event Report

## 10. ADJOURNMENT

### 10.1 MOTION EVENTS 2020-10-21:06

Fiona/Adrienne

*Be it resolved to adjourn the meeting at 1:12PM.*

**CARRIED UNANIMOUSLY**

**FALL FOOD WORKSHOP-APPLE PIE**

<b>Description:</b>	Fall Food Workshop- Apple Pie Feeling the crave for something fruit and fresh? Missing out the luxury of eating fancy food outside? There's no worries here! We got you covered! Introducing Apple Pie workshop, where you can find common ingredients in your kitchen to make a delicious warm apple filled pie!
<b>Date:</b>	October 21, 2020
<b>Time:</b>	5:00 PM to 6:30PM
<b>Location:</b>	Zoom
<b>Objective:</b>	To show a step-by-step process of making an Apple Pie
<b>Event Lead:</b>	Fiona Wong
<b>Event Support:</b>	
<b>Target Audience:</b>	SFU students
<b>Budget:</b>	40\$ (ingredients) + 20\$ (contingency) = \$60
<b>Measurement of Success:</b>	Highly successful unless Zoom fails on me.

# Plant Ethnobotany Webinar Post-event Report

Table of Contents

[Executive Summary](#)

[Introduction](#)

[Finances](#)

[Logistics](#)

[Feedback](#)

[Conclusion](#)

# Executive Summary

## Summary

Webinar Recording: <https://youtu.be/ecZ0mznV2yM>

Event plan for food justice webinars here:

[https://docs.google.com/document/d/1h47Yh1\\_l4aIV0uO0zE9wTxw99ncLS0aO80UV4jm8cDA/edit?ts=5f33922e](https://docs.google.com/document/d/1h47Yh1_l4aIV0uO0zE9wTxw99ncLS0aO80UV4jm8cDA/edit?ts=5f33922e)

This was the second part of the Food Justice Webinar proposed by the SFSS Environment Rep, Anuki. I wanted an Indigenous perspective for the second webinar, so we went with Plant Ethnobotany. Myself and the event support, Adrienne (an at-large Events Committee representative) worked on this event.

We had 54 registrants. The number of attendees fluctuated throughout the event - we had 25 people (excluding SFSS-related folks) attending at the beginning, and some people arrived later while others left early. At the end, we had 31 people in the Zoom room. The reason why attendance fluctuated was because people filed in as they got the Zoom link. I sent the link to our VP Student Services, Matt, and he sent it to a few Indigenous folks who were interested. Adrienne also got some emails that people did not get the Zoom link (they show as sent on Eventbrite but I guess they didn't actually send) so she sent the link to them and more people came in the Zoom room.

Students who attended were very engaged and asked a lot of questions. Some expressed interest in learning more through books, social media, and SFU courses.

I want to give a huge thanks to the facilitator, Senaqwila. Senaqwila gave an engaging presentation that was packed with interesting information.

## Key Achievements

This project taught students about plant ethnobotany in the lower mainland.

This project also brought more engagement and awareness to the SFSS.

Collaborating with Senaqwila was a great experience. Senaqwila gave a great presentation and was very knowledgeable.

## Key Recommendations



I would recommend marketing earlier and also getting this event on newsletters for specific audiences (like Embark, SFPIRG, and FNSA).

I would also recommend remembering to ask the facilitator to arrive in the Zoom room a few minutes early to go over how the event will happen.

For finances, I would recommend remembering the honorarium when passing a motion, so that all the money could be approved in one meeting.

# Introduction

## History

This was the second Food Justice Webinar event that the SFSS has hosted online.

The first Food Justice Webinar came to be because our SFSS Environment Rep and unofficial Events Committee member, Anuki, had an amazing professor who could host a webinar.

Anuki wanted a two-part webinar, so I contacted an Indigenous facilitator who could teach plant ethnobotany.

## Background

**Who:** students interested in plant ethnobotany (sociology/environment students, activists, both allies and Indigenous folks)

**What:** presentation on plant ethnobotany

**When:** Oct 8, 2020 @ 4:30pm - 5:30pm

**Where:** Zoom

**Why:** to teach students about plant ethnobotany

## Objectives

Collaborate with a knowledgeable local Indigenous student

Engage a different audience than what SFSS Events has historically

Encourage students to learn more about plant ethnobotany and Indigenous studies

Encourage everyone to incorporate decolonization into their lives

# Finances

## **Budget**

The total budget was \$240 for 2 Food Justice Webinars, but for this one only the budget was \$120 (half). We later passed a motion for the facilitator's honorarium (\$100), and didn't do a gift card giveaway at the end (no time, and it wasn't advertised). So, the actual budgeted amount was \$100.

Budget breakdown:

\$100 for facilitator

-----

\$100 total

## **Actual Costs**

\$100 e-transfer to the facilitator.

## **Recommendations**

I would recommend passing a motion for the event as a whole (facilitator's honorarium and prizes).

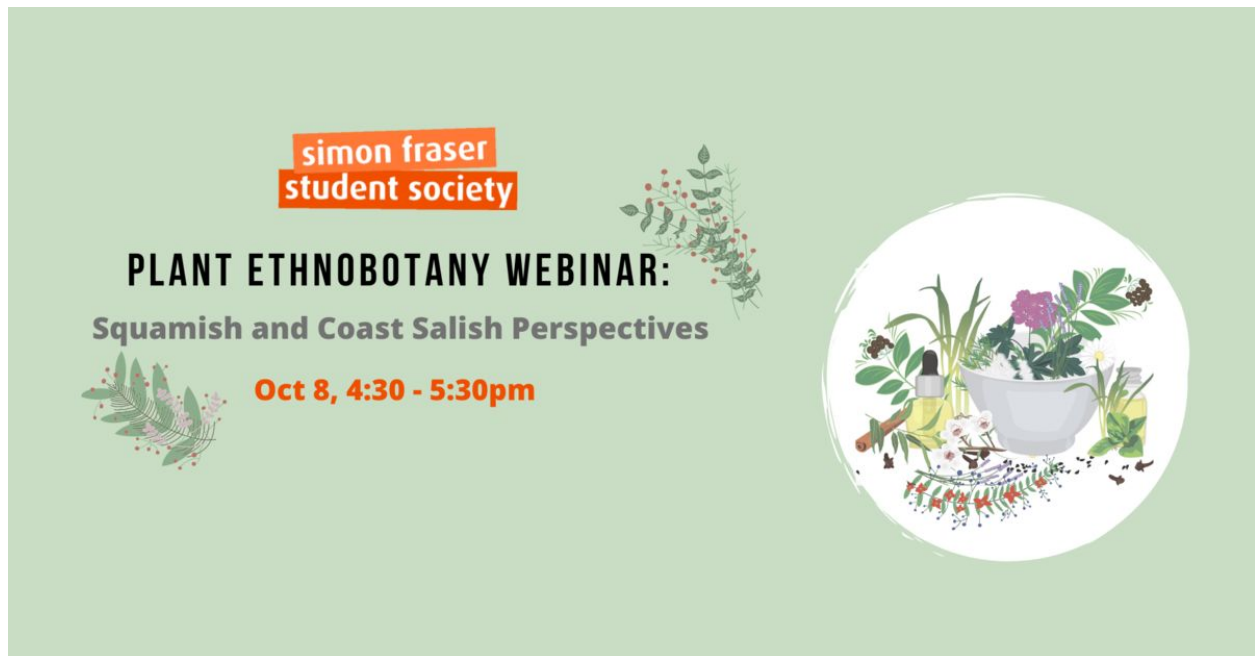
# Logistics

## Location

This event occurred through Zoom. It was recorded and will be uploaded on the [SFSS Youtube](#).

## Marketing & Media Promotion

In addition to promoting this event in the regular channels (SFSS social media, Psychology email newsletter, Discord servers, friends/word of mouth). The event support, Adrienne, also shared the event with a large mailing list of people who would be interested in an event like this.





Our Instagram post was pretty popular - people tagged their friends.

### **Recommendations**

I would recommend marketing earlier and also getting this event on newsletters for specific audiences (like Embark, SFPIRG, or FNSA).

I would also recommend remembering to ask the facilitator to arrive in the Zoom room a few minutes early to go over how the event will happen.

# Feedback

Overall, feedback was very positive since the people who came to the event were very interested in the subject.

Everyone was really engaged and asked a lot of questions.

## Attendees

Here are some questions we got:

Are non-Indigenous people encouraged to learn and use Indigenous languages?

- Depends on community - different feelings, age groups have different views on it
- Not a black/white or yes/no matter
- Look at resources online - learn the names of places
  - Land acknowledgements - some are vague and that is offensive (not just "Coast Salish")
  - There are parts of Indigenous languages important for everyone to learn
  - Squamish atlas - recording pronunciation of places
  - <http://squamishatlas.com>
- Good intent, but hard because not everyone feels like they're having access to learning language
- Lots of perspective and worldview that comes with learning language - it's how ancestors saw the world
- Some Indigenous languages have been modified for modern world (computer - brain in a box, TV)

Where do you recommend planting these wildberry/flower seeds? (When facilitator was talking about being mindful, and giving back if you've picked some plants)

- If you were picking certain leaves, you can plant berry or spread leaf seeds close to where you are picking
- Raspberry leaves good for sore muscles (drink tea)

Do the language and other programs Indigenous Peoples have get supported by the government? And are they like a part of the reconciliation of Canada? Or is it something that happens in the community to just be able to preserve the culture?

- Kinda a loaded question
- Good resources in SFU's Indigenous studies department

Some comments about the frog leaf section of the presentation saying it was interesting/cool to learn about

- Little bed of the frog
- If you put saliva in the leaf (chew it) and rub it on mosquito bite, it can soothe irritation
- Can help with scrapes, burns, and cuts
- Also called nature's bandaid
- Can be cooked into salve - coconut and olive oil, beeswax

#### More comments

- I love that! Thank you for sharing that story!
- That's amazing! So so cool
- That's amazing, thank you!
- Thank you for sharing!

Thank you for sharing this with us! Are there any good resources that are appropriate for non-Indigenous people to access to learn more about the Indigenous plants in this area?

- <https://wildbirdtrust.org/about-wbt/>
- <https://www.instagram.com/maplewoodflats>

How do you personally use plants in spiritual ways or for your spiritual growth?

- Cedar through Squamish teachings
- Cedar to bless your home and ward off negativity
- When dried out, bring it to river/stream/creek (spiritual - moving water is carrying things away, letting go of negativity)
- Moving water super important

Any books you recommend to learn more about local plants ?

- Ethnobotany courses at SFU
- <http://www.sfu.ca/outlines.html?2018/summer/fnst/332/d200>
  - Look at textbooks / course readings for recommendations
  - Just Google ethnobotany SFU

Thank you/goodbye comments in the chat

- ts07 Kukstumcaw
- huy chexw senaq! yuwan ha7lh tsistap
- thank you 🙏🏠💛 nice to hear from you senaq
- Thank you so much for sharing your energy and knowledge!

#### **Organizers/Volunteers**

I (VP Student Life, Jennifer Chou) thought that the event was super interactive, engaging, and interesting. I learned a lot...especially about the frog leaves (Senaqwila

mentioned something about frogs wearing a leaf as a cap, which told humans that it is a safe plant awww).

I really learned a lot because I realized I had never thought about plants and nature in the way Senaqwila described. Senaqwila said that plants, rocks, and trees aren't separate objects but are connected, and suggested talking to plants. They are part of our ecosystem and have equal importance. Senaqwila also mentioned giving back and being mindful of what we take from nature. For example, if we are picking berries or flowers, we must be mindful to leave enough for other animals (and maybe plant seeds for the future to replace what we have taken), and also mindful of how some flowers are pollinators of other plants in the spring.

This webinar really made me want to incorporate things I cared about into my work life at SFSS, like decolonization and accessibility. I always feel like I did not know how to do it correctly or that I did not have time to do it. Luckily, we have the BIPOC committee so I will ask to attend the next few meetings.

The VP Student Services, Matt Provost, said that this was "Such a cool event."



# Conclusion

Overall, this event was engaging and informative. In the future, we could host more activism and social justice related events. We could collaborate with SFPIRG and other campus organizations.

I would also like to incorporate more decolonization and accessibility into aspects of my SFSS work life, like by doing territorial acknowledgements at the beginning of every event. I would also like to constantly remind myself to add alt text to images posted on the [SFSS Events Instagram page](#).

# SFSS x UPhoto Photography Workshops Post-event Report

## Table of Contents

### Executive Summary

Summary

Key Achievements

Key Recommendations

### Introduction

History

Background

Objectives

### Finances

Budget

Actual Costs

Recommendations

### Logistics

Location

Marketing & Media Promotion

Recommendations

### Feedback

Attendees

Organizers/Volunteers

### Conclusion

# Executive Summary

## Summary

Photo Taking Workshop Recording: <https://youtu.be/Ly4ttLEmxX0>

Photo Editing Workshop Recording: <https://youtu.be/cdyg41jEtcQ>

Overall, 39 people registered for the photo taking workshop (Tuesday, Oct 6) and 44 registered for the photo editing one (Friday, Oct 9). However, 19-21 people attended the photo taking workshop while 17-18 attended the photo editing one. The photo editing one lasted longer because there was a chill Q&A session at the end, and 8 people (with 3-4 UPhoto executives) were just talking about photography and vibing.

This event was set up differently - I set it as a “recurring event” so I could send emails to attendees for both workshops or just one of the workshops. However, there were still some technical difficulties with Eventbrite regarding sending out the emails (read more in the [Location section](#)).

The workshops provided valuable insight for attendees and the collaboration with

The event was on budget (no extra fees for e-transfer).

SFU UPhoto helped us market the event. We also promoted it through our regular channels. More information is in the [Marketing section](#).

## Key Achievements

SFU UPhoto was a great club to collaborate with. The instructor was very knowledgeable and UPhoto helped us with marketing the workshops. Their Discord channel was also really helpful so attendees could connect there after workshops were over.

A lot of attendees expressed gratitude and said they got a lot of value from the workshop. Attendees also said they would refer to the recording.

## Key Recommendations

I would recommend setting up the Zoom link really early and including it in the automated (NOT scheduled) email. This automated email is always sent out to everyone.

I would recommend formalizing a way to pay instructors. Currently there is no process so I just e-transfer and get reimbursed.

I would recommend seeing if there is an easier way to get workshop recordings on YouTube - like if I had access to a better computer and the SFSS YouTube, I could edit and upload the recording on the same day.

Having a post-event survey be sent out to attendees or registrants would be awesome too.

# Introduction

## History

This workshop series was originally proposed for the Summer 2020 semester; however, due to scheduling conflicts, the instructor had to be changed and the workshop series was postponed until October.

Here is the original briefing note:

<https://drive.google.com/file/d/1JCOKk3VkdbWDQdQNnW95dDE4pp4rIM6q/view?usp=sharing>

## Background

**Who:** SFU students interested in photography

**What:** Photography Workshops (photo taking and photo editing)

**When:** Oct 6 and 9, 2020 @ 7pm - 8pm

**Where:** Zoom

**Why:** to teach students more about photography

## Objectives

Connect photographers and photography enthusiasts

- We promoted the SFU UPhoto Discord where people can ask more photography questions

Support the SFU UPhoto club

- We promoted the SFU UPhoto social media and upcoming events

Promote SFSS and expand our audience

- Promoted our SFSS Annual General Meeting coming up
- By being more familiar with the SFSS representative and the SFSS in general, students may be more likely to stay up to date with what the SFSS is doing, and ask us any questions when they arise
- I promoted SFSS a lot and linked the [@sfss\\_events Instagram](#) in the chat
- In the past, SFSS Events usually hosts pub nights and is mainly known for partying - hosting photography workshops can appeal to a different audience

# Finances

## Budget

The budget for this event was \$100.

\$100 for instructor's fee

-----

\$100 total

## Actual Costs

The actual cost was \$100.

## Recommendations

The only recurring recommendation I have is to formalize a way to pay instructors. Currently there is no process so I just e-transfer and get reimbursed. There is a backlog of minutes though so I still have not been reimbursed for previous events since I am still waiting for minutes to be drafted up for meetings where we approved spending money on these events. I will just have to make sure I don't forget that I still need to get reimbursed.

There are also a bunch of forms to fill out to get reimbursed and it's a lot to keep track of. However this is out of my hands since I think this is just how the reimbursement process works.

# Logistics

## Location

We used Zoom for the workshop. I had to borrow the Zoom account of the VP External, Samad Raza, to be able to record the workshop on Zoom. He gave me host status so I could just log in myself instead of having him open the room to let me in and giving me host status.

Luckily, the SFSS has bought Zoom Premium so I can use my own SFSS account for Zoom. Yay for not spamming Samad!

The workshop was recorded and will be posted on the [SFSS YouTube channel](#).

One difficulty we had was regarding Eventbrite. Eventbrite did not send out all the emails (with the Zoom link) to everyone. For example, I scheduled an email to be sent out the day before the photo taking workshop, but it did not send to 10+ people. I schedule the same email to send out to everyone who registered the day of the workshop (as a reminder), but it did not send to 20+ people. Additionally, the emails take a lot longer to send than scheduled - if I schedule it to be sent 30 minutes before the event, the email will actually send 10-20 minutes before the event.

## Marketing & Media Promotion

The promotion went pretty well. We promoted it through the usual channels: SFSS social media (including [@sfss\\_events Instagram](#)), SFU Psychology newsletter, the SFU Reddit Discord, the FASS Engage Discord, and word of mouth.



## Recommendations

I would recommend setting up the Zoom link really early and including it in the automated (NOT scheduled) email. This automated email is always sent out to everyone.

I also keep recommending having a post-event survey but I'm too busy/lazy to actually make one so rip.

In the future, we should also provide guidelines for instructors regarding silencing notifications if they will be screensharing. Other general guidelines would be helpful as well.

I would recommend making a separate ticket for people who registered later just to keep track of who has gotten which emails (to avoid spamming people).



# Feedback

Overall, the feedback for the workshops was positive. However, I did get one email at 1:30am:

Hi

I've been sitting on here since 7pm waiting for the host to let me in. Just thought I'd let you know.

I think the person thought that the Tuesday workshop was on Thursday. I replied and said that we recorded the workshops.

## Attendees

Feedback for the photo taking workshop

General observations

- Some executives from UPhoto helped answer questions in the Zoom chat
- Other attendees helped each other out with answering questions
- There were a lot of compliments for Sahil (the instructor) and his beautiful photos

Some questions:

- I just have a normal digital camera :( do you recommend getting a dslr or mirrorless for a beginner-intermediate level?

Comments:

- i think there are apps on ios that have aperture settings etc
- i think it was snapseed? i forget
- I just bought a Canon EOS M10 (mirrorless) and its awesome

Feedback for the photo editing workshop

General observations

- Some executives from UPhoto helped answer questions in the Zoom chat, and later even showed their cameras, shared screen, etc.
- I think I forgot to make the registration for SFU students only because someone who graduated from UBC with his own photography business came and said he hoped to "share my photo success story or teach someday or as a speaker" and emailed me after

- There was a lot of engagement and I had some funny comments that people said “mood” to (like I don’t go outside so I didn’t know the great photo spots that were mentioned)
- The workshop went an hour longer than usual with the last hour being chill/Q&A (like 14 people, then down to around 8, then down to 2 non-UPhoto/SFSS folks)
- Some people showed off their cameras/lenses
  - There was a guy who had an 11lb camera bag - he weighed it because I joked about camera gear helping people get gainz
- We talked about SD cards (the best ones), cameras, etc.
- Suggested doing this again and more UPhoto events like a Q&A
- Also someone shared some cute cat pics
- Mentioned the “WTF SFSS” podcast and suggested talking with the UPhoto club for an episode cuz someone said this should be a podcast
  - Someone said the episode should be like “What The Photo”

#### Some questions:

- I just have a normal digital camera :( do you recommend getting a dslr or mirrorless for a beginner-intermediate level?
- How do I join this club?
- How long have you been taking photos?

#### Comments:

- Photoprice.ca is a good site to compare prices and models
- Thank you for sharing your helpful knowledge.

#### Resources shared

- <https://www.pointsinfocus.com/tools/depth-of-field-and-equivalent-lens-calculator>
- [https://www.youtube.com/playlist?list=PLTZSw2B7F\\_WdYHeoyrwtZvvTy3P6kOsy](https://www.youtube.com/playlist?list=PLTZSw2B7F_WdYHeoyrwtZvvTy3P6kOsy)
- <https://camerarentalsvancouver.com/>
- <https://www.movri.ca/>

## Organizers/Volunteers

I had a great time at the workshop and I learned a lot. A lot of people said they were beginners but they were showing off their expensive lenses and talking about terms I’ve never heard of hahaha if they are beginners I don’t know what I am...rip.

# Conclusion

Overall, the event was a success. Although there were difficulties before the workshop (regarding Eventbrite emails), the workshop itself was very informative, engaging, and inspiring.

# Trivia Week Post-event Report

Table of Contents

[Executive Summary](#)

[Introduction](#)

[Finances](#)

[Logistics](#)

[Feedback](#)

[Conclusion](#)

# Executive Summary

## Summary

This event was fun to host and it was also well-received. First we had music trivia, then Friends trivia, then lastly, Modern Family Trivia.

### Music Trivia

- 13 registrants
- 8 attendees
- 40 minutes (5 test run questions, 38 music trivia questions)

### Friends trivia

- 17 registrants
- 10 attendees (+2 Events Committee members)
- 40 minutes (5 test run questions, 47 Friends trivia questions)
- Everyone introduced themselves, talked about their favourite characters, how many times they've watched Friends, other favourite shows, and experience with other Friends trivia nights
  - People were so knowledgeable about the show
  - Everyone was outgoing and had their cameras on (except 1 person)
  - However some people couldn't attend because Eventbrite didn't send out some emails



## Modern Family trivia

- 8 registrants
- 6 attendees (+2 Events Committee members)
- 30-40 minutes (test run questions, 42 Modern Family trivia questions)
- Everyone introduced themselves, talked about their favourite characters, and how many times they've watched Modern Family
  - The questions were challenging - the scoreboard kept changing
  - Everyone was outgoing and had their cameras on (except 2 people)
  - Some people couldn't find the Zoom link because Eventbrite didn't send out some emails, so I manually sent them out (more details in [Logistics](#) section)
- Suggested an office trivia night , community trivia night

Overall, every attendee said they had fun. Some had suggestions for future trivia nights: The Office, Brooklyn Nine-Nine, Community, Grey's Anatomy, and another Music trivia night. Marketing occurred a week before the event.

## Key Achievements

This series of events strengthened community ties between SFU students and SFSS.

This series of events also increased student engagement because students who were passionate about the topic of the trivia night were more likely to come to the respective event.

## Key Recommendations

I would recommend doing introductions if there is a smaller group. This helps warm up the room and develop connections.

Any recommendations about finances, like including a larger contingency?

What about recommendations about logistics?

All the recommendations here should be the main recommendations from the other sections, since this is the executive summary.

Include some pictures from the event to fill up any white space.

# Introduction

## History

This was the first time SFSS Events has hosted a trivia week with Kahoot. Some Events Committee members were interested in music (Music trivia), Friends (Friends trivia), and Modern Family (Modern Family trivia) so these respective people worked on the trivia. My sister was a huge fan of Friends and Modern Family so she made a lot of the questions. I checked in with each trivia group and led the Modern Family trivia.

## Background

**Who:** fans of music, Friends, or Modern Family

**What:** trivia week on Kahoot

**When:** October 13, 15, and 16 @ 7pm - 8pm

**Where:** Zoom and Kahoot (screenshared)

**Why:** to increase student engagement

## Objectives

To increase student engagement for a specific audience (fans of music, Friends, or Modern Family)

To get more familiar with hosting trivia nights via Zoom and Kahoot

# Finances

## **Budget**

The budget for this event was \$350.

\$150 (\$50 x 3) for first place

\$75 (\$25 x 3) for second place

\$75 (\$25 x 3) for third place

\$50 contingency

-----

\$350 total

## **Actual Costs**

Since we are mainly doing virtual gift cards (with no additional fees), we spent \$300 total (no contingency needed). Some students were in different countries but the gift card still worked since we did an Amazon gift card which was the most accessible (even though Bezos doesn't need more money smh).

## **Recommendations**

N/A

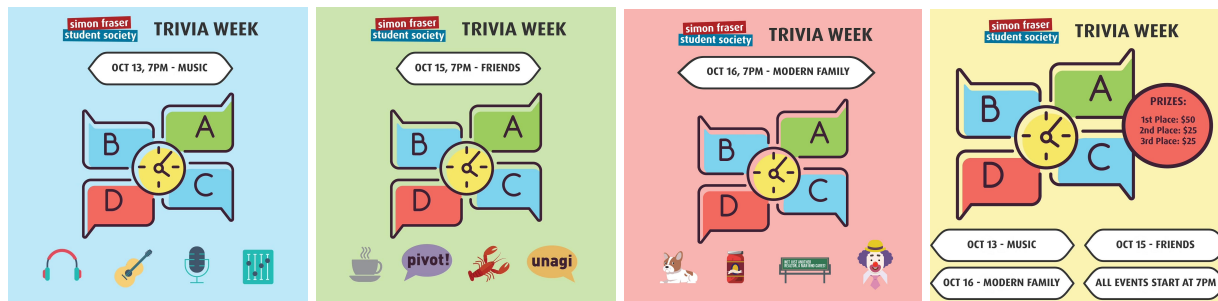


# Logistics

## Location

Zoom and Kahoot ran smoothly. We had a test run Kahoot set up (questions were about SFSS and even promoted our upcoming Annual General Meeting). The people who had Macbooks (SFSS Environment Rep - Anuki Karunajeewa, SFSS FCAT Rep - Haider Masood, and me using my sister's Macbook) shared screen to run Zoom and Kahoot at the same time. I really did not understand how my sister and I both had the same 8gb RAM (I have Windows Surface Pro for the touchscreen hehe) but she could run so many things on hers...I'm still a Windows/Android stan though.

## Marketing & Media Promotion



The event was promoted via SFSS social media (Facebook, Instagram, email newsletter). The [@sfss\\_events Instagram](#) also promoted the event and so did Board members and Events Committee at-large members.

I also promoted the event on many Discord servers, including the official Reddit Simon Fraser University server and the FASS Engage server.

One problem we had was that some students did not get the Zoom link email from Eventbrite (also some automated Eventbrite reminder emails were in another language???).

## Recommendations

I would recommend downloading the Excel spreadsheet and copy pasting the emails. Then, BCC all the emails in a reminder email to send out to ensure everyone gets the email.

I would also recommend to myself to build my own PC which I will get done over semester break hopefully.

# Feedback

Feedback was generally positive. Attendees all said they had fun.

## Attendees

### Music trivia

- “I had fun”
- “Are you guys gonna have more music trivia quizzes, my friend missed out tonight and couldn't join”
  - Oh damn we popular
  - I wanna do a 2000s music throwback (Toxic by Britney Spears, Tik Tok by Kesha, etc.)...those were simpler times
- Someone mentioned they expected more lyric-based questions (fill in the lyrics, song titles, artists, etc.) instead of questions about the artists lives, awards received, etc.

### Friends trivia

- “omg people are sending me pics in their friends shirts”
- “that was so fun!!!!”
- “can't wait for more trivia nights”
- “thank you for hosting!”
- “that was lots of fun!”

### Modern Family trivia

- People were laughing a lot
- “This was really fun!”

## Organizers/Volunteers

I had a lot of fun! Some other event leads/supports also had fun, there were lots of laughs. One of our event leads wore her Friends t-shirt :) I still do not like Friends though (I hate laugh tracks).

The bulk of the work was in creating the Kahoot (researching questions, finding pictures for the Kahoot). That wasn't too bad and the music Kahoot was really fun cuz we could play a snippet of a Youtube music video.

# Conclusion

Overall, Trivia Week was really fun. SFU students had so many suggestions for future workshops:

- Harry Potter
- Brooklyn Nine-Nine
- The Office
- Community
- Music (general)

Since we bought Kahoot for the year, we can have more trivia nights in the future.