

# BOARD COMMITTEE AND WORK REPORTS

## **SFSS BOARD COMMITTEE UPDATE**

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## **SFSS BOARD WORK REPORT**

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[At-Large Representative \(Balqees Jama\)](#)  
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[Applied Science Representative \(Harry Preet Singh\)](#)  
[Arts & Social Sciences Representative \(Sude Guvendik\)](#)  
[Business Representative \(Mehtaab Gill\)](#)  
[Communication, Art & Technology Representative \(Haider Masood\)](#)  
[Education Representative \(Emerly Liu\)](#)  
[Environment Representative \(Anuki Karunajeewa\)](#)  
[Health Science Representative \(Nafoni Modi\)](#)  
[Science Representative \(WeiChun Kua\)](#)

# SFSS BOARD COMMITTEE UPDATE

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

## Accessibility Advisory

<b>Committee Chair</b>	Jennifer Chou (VP Student Life)
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1.5 hours
<b>Summary</b>	<ul style="list-style-type: none"><li>• Debrief document: <a href="https://docs.google.com/document/d/1ZvN05ljGADiMA-WeGOHaE0tGOhx6FX3IDyJnpl0Zml/edit">https://docs.google.com/document/d/1ZvN05ljGADiMA-WeGOHaE0tGOhx6FX3IDyJnpl0Zml/edit</a></li><li>• Highlights:<ul style="list-style-type: none"><li>○ Presentation from Level Playing Field</li><li>○ Passed a motion to appoint Level Playing Field as the SUB Accessibility Auditors</li><li>○ Passed a motion to approve funds (from Accessibility Fund) for CART captioning for SFU Disability and Neurodiversity Meetings</li></ul></li></ul>
<b>Ongoing Projects</b>	<ul style="list-style-type: none"><li>• Hiring Accessibility Designated Assistant</li><li>• Psycho-educational Assessments</li><li>• Setting up bursary using the fund</li><li>• Accessibility audit for the SUB</li><li>• Improving accessibility fund request form</li><li>• Accessibility Standard Policy Appendices</li></ul>
<b>Relevant Strategic Priorities:</b>	<ul style="list-style-type: none"><li>• Student well-being</li><li>• Student financial health</li></ul>

## Black Indigenous People of Color

<b>Committee Chairs</b>	Balqees Jama (At-Large Rep) & Matt Provost (VP Student Services)
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	2 hrs

<p><b>Summary</b></p>	<p>Received and filed <b>minutes</b> from BIPOC Meeting 2020-10-19</p> <p>New Business:</p> <p><b>BIPOC Committee Student Support Coordinator</b></p> <p>Passed a motion for the BIPOC committee to recommend that the Board works with the Black community and the SOCA Executives to strike a hiring committee for the Black Student Support Coordinator and create a job description in line with the "BN - 30-11-2020 BIPOC Committee Black Student Support Coordinator".</p> <ul style="list-style-type: none"> <li>• Passed unanimously</li> <li>• The Board voted on <a href="#">June 12, 2020</a> to look into the hiring of a Black student support staff person to assist in effective support, advocacy and service delivery for the space that has been allocated for the SFSS Students of Caribbean and African Ancestry (SOCA) constituency group in the new Student Union Building,</li> <li>• SOCA is a constituency group where labour to maintain and operate it falls fully on Black students, who are already navigating systemic barriers and racial trauma. The Black Student Support Coordinator would provide adequate support</li> <li>• The SFSS has had a similar model with the First Nations Student Association (FNSA) Coordinator providing support alongside the FNSA Council on behalf of Indigenous students</li> </ul> <p><b>Supporting Indigenous Students Through “Let Us Speak” Campaign</b></p> <p>Passed a motion that the BIPOC Committee endorse the "Let Us Speak" campaign and petition. The committee further recommended that the Board endorses and distributes "Let Us Speak" campaign materials.</p> <ul style="list-style-type: none"> <li>• Chairs are proud of FNSA Council and Indigenous students for doing the work [that they have been burdened with]. Their voices are being heard and I'm happy to be supported as a Board. Can't even imagine this being a possibility before.</li> </ul> <p><b>Discussion Items:</b></p> <p><b>Anti-Racism Training for Student Groups</b></p> <ul style="list-style-type: none"> <li>• Jennifer wants to get the ball rolling with what this could look like</li> <li>• VP Equity would be in charge of setting up anti-oppression training for Council, clubs/DSU's, and staff in the future. I'm grateful Jen is thinking ahead!</li> </ul> <p><b>Black History Month</b></p> <ul style="list-style-type: none"> <li>• Jennifer is asking for BIPOC committee's input on behalf of Events Committee</li> <li>• Jen already reached out to SOCA and ASA; SOCA has responded interested in collaborating so far</li> <li>• Shared some ideas</li> <li>• It's Important that BHM centres and celebrates African heritage; not made an anti-racism spectacle for non-Black people</li> </ul> <p><b>Seat for Out On Campus on BIPOC Committee</b></p> <ul style="list-style-type: none"> <li>• Victor suggested that Out on Campus (OOC) have a voting seat at the BIPOC Committee, and asked for the committee's input. His reasoning is that it would help increase intersectionality. He expressed that he cannot separate their POC-ness from his queerness.</li> <li>• Balqees disagreed with the idea, and responded with concern regarding how to implement this policy equitably and safely. In the case that there are years with no BIPOC on the OOC Collective, which has happened before and will likely happen again, she does not want to create a situation where a white person can have a vote on this particular committee; That would centre whiteness in a space that is supposed to be created and protected for BIPOC.</li> <li>• Matt also has concerns with it for the same reason, and highlighted that the reason this committee was established is because other groups/spaces, including Out on Campus and the Women's Centre, do not include BIPOC.</li> </ul>
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	<ul style="list-style-type: none"> <li>• Matt and Balqees touched on how even the other equity groups, including OOC, have a problematic recent history of excluding and directly harming BIPOC.</li> <li>• Unfortunately, there was disturbing language used and blatant gaslighting that occurred in the meeting against me and Matt. We were being painted as oppressive when we were trying to focus on the issue of equitable policy implementation at hand.</li> <li>• Balqees was called “hostile”, a frustrating and unfair <a href="#">microaggression against Black women</a>, for “having the worst assumptions” [of Out on Campus and LGBTQIA+], when she was trying to protect this BIPOC space from centering whiteness. Disappointing to see that even in a space created by Black/Indigenous folks, meant to centre Black/Indigenous experiences. Balqees and Matt’s fears were dismissed as if they are baseless and not rooted in realities of power dynamics today. Those power dynamics certainly showed in this conversation too.</li> <li>• The chairs emphasized that we should be intersectional in our equity approach, but working towards inclusion must be done in a way that doesn’t further exclude those already most marginalized. Also expressed that the onus is also on other groups to include BIPOC in the first place and that we should not be doing all the anti-racism work.</li> <li>• The chairs were asked if establishing this seat for OOC is possible. Balqees made it clear that it is as long as a motion is passed at the Board table.</li> <li>• The chairs also followed up with the committee via email the next day with a policy draft if the committee chooses to move forward with this. In the email, we also linked the committee to the Nov 30 meeting recording, and pointed out the gaslighting that occurred. Balqees expressed my hope for the rest of this conversation, and future ones, that there would be more focus on a solution-oriented approach and research on matters around how to preserve the mandate of the BIPOC committee in the future.</li> </ul> <p><b>Emancipation Day Petition</b> and Action Items</p> <ul style="list-style-type: none"> <li>• Reminder to share the petition</li> </ul>
<b>Ongoing Projects</b>	Black Student Support Indigenous Student Advocacy
<b>Relevant Strategic Priorities:</b>	Student Engagement and Advocacy

## Events

<b>Committee Chair</b>	Jennifer Chou (VP Student Life)
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1.5
<b>Summary</b>	<ul style="list-style-type: none"> <li>• Debrief document: <a href="https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL7GwfTG4J4Cyp326DM/edit">https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL7GwfTG4J4Cyp326DM/edit</a></li> <li>• Highlights: <ul style="list-style-type: none"> <li>○ IATSU collaboration wasn’t accepted; referred them to the grant system</li> <li>○ Holiday giveaways motion passed, so we will be doing gift card giveaways in December</li> <li>○ Rasam Soup Food Workshop motion passed</li> <li>○ Brainstormed ideas for Christmas Food Packages for students in</li> </ul> </li> </ul>

	residence (what kind of food to include)
<b>Ongoing Projects</b>	<ul style="list-style-type: none"> <li>● Mental Health Mondays Giveaways</li> <li>● Lantern craft workshop</li> <li>● Fall-themed paint night</li> <li>● Various social media campaigns for the SFSS Events Instagram</li> <li>● Holiday giveaways</li> <li>● Rasam Soup Food Workshop</li> <li>● Christmas Food Packages for students in residence</li> <li>● Mindfulness and Meditation workshop</li> </ul>
<b>Relevant Strategic Priorities:</b>	Student Engagement

## Executive Committee

<b>Committee Chair</b>	Osob Mohamed
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1hr
<b>Summary</b>	<p>Majority of this meeting happened in-camera, but the items we discussed included</p> <ul style="list-style-type: none"> <li>- Ongoing hiring committees</li> <li>- Updates from HR and Personnel Committee</li> <li>- Accessibility Bursary Legal Support</li> <li>- IT Services MOU</li> <li>- Studentcare Contract</li> <li>- Excluded staff reporting</li> </ul>
<b>Ongoing Projects</b>	SFSS-FIC Agreement
<b>Relevant Strategic Priorities:</b>	Organizational Development

## External & Community Affairs

<b>Committee Chair</b>	Samad Raza
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	35 Min
<b>Summary</b>	Updates on Meeting with Terry Beech and Katrina Chen, Letter to Minister and discussion on Gondola open house.
<b>Ongoing Projects</b>	PGWP advocacy
<b>Relevant Strategic Priorities:</b>	N/A

## Faculty and At-Large Representatives

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

## Finance and Administrative Services

<b>Committee Chair</b>	VP Finance Corbett Gildersleve
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	0.75
<b>Summary</b>	<p>We reviewed and approved the Investment Policy Implementation Plan developed by Corbett and Harry Preet Singh (FAS Rep). This plan lays out the amounts and transfer schedule of funds to invest as well as the collection method for interest revenue.</p> <p>Additionally, we discussed the updated SFSS budget for this fiscal year as well as exploring possible amounts for a fall and spring emergency funding due to operational underspending this year.</p>
<b>Ongoing Projects</b>	Investment Policy Implementation Plan Budget Consultation Emergency Funding
<b>Relevant Strategic Priorities:</b>	Organizational Development, Student Financial Health

## First Year Engagement

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

## Governance

<b>Committee Chair</b>	Gabe Liosis
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1.5 Hrs
<b>Summary</b>	<ul style="list-style-type: none"> <li>- Started a number of projects, summarized below</li> <li>- Continuation of multiple long standing projects, summarized below</li> </ul>
<b>Ongoing Projects</b>	<ul style="list-style-type: none"> <li>- Discussion Items:             <ul style="list-style-type: none"> <li>- Discussed a policy change to the Board work report schedule to replace the last work report of each semester to allow Board members to work more on their semester report</li> <li>- Discussion was postponed; Corbett brought a more thorough proposal to the next meeting.</li> <li>- Discussed Referendum Timelines, when the Board must approve referenda questions in order to be placed on the Spring 2021 ballot.</li> <li>- Discussed assisting SFU 350 with their proposed fossil fuel non-investment by-law</li> <li>- Discussed any governance referenda for the Spring 2021 election                 <ul style="list-style-type: none"> <li>- By-Law changes (1) housekeeping, (2) investment restrictions, (3) admin cost caps</li> </ul> </li> <li>- Discussed the need for some quick SFSS Administrative Policies review, I asked Committee members who would be able to assist with this project                 <ul style="list-style-type: none"> <li>- Volunteers: Corbett and Matt</li> </ul> </li> </ul> </li> </ul>
<b>Relevant Strategic Priorities:</b>	Organizational Development

## Member Services Advisory

<b>Committee Chair</b>	<b>Phum Luckkid</b>
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1
<b>Summary</b>	<p>Club/DSU Funding Routes</p> <ul style="list-style-type: none"> <li>- Discussed the methods in which Clubs/DSU's are acquiring funding for their event. While it should always be Coordinators first and then going to board, some groups are going to board before sending a grant.</li> <li>- This is allowed but only through the events committee</li> </ul> <p>Granting Timelines</p> <ul style="list-style-type: none"> <li>- MSC Clubs Ricky suggested that more clarification is needed on the timeline, specifically, he wanted groups to know that the SFSS will usually make an extension of the deadline by 1 or 2 days or in special circumstances. Groups that miss the deadline usually make a fake event time which is problematic</li> </ul> <p>Bystander Intervention and Allyship Workshop</p> <ul style="list-style-type: none"> <li>- VP Student life jennifer discussed hosting a workshop for Club/DSU execs on Sexual harassment bystander intervention. Will be advertised through members services</li> </ul>

<b>Ongoing Projects</b>	Travel & Conference Funding
<b>Relevant Strategic Priorities:</b>	Student Financial Health

## Nomination

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

## Surrey Campus

<b>Committee Chair</b>	Mehtaab Gill
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1
<b>Summary</b>	Plan times for next semester, bring an event idea to next meeting that we can plan and host virtually, plan events for January, and February
<b>Ongoing Projects</b>	Bingo
<b>Relevant Strategic Priorities:</b>	Student Engagement

## University & Academic Affairs

<b>Committee Chair</b>	Gabe Liosis
<b># of Meetings</b>	1
<b>Total Time (Hrs)</b>	1.0 Hr
<b>Summary</b>	- Discussed Ongoing Projects, Summarized Below
<b>Ongoing Projects</b>	<ul style="list-style-type: none"> <li>- Discussion Items: <ul style="list-style-type: none"> <li>- Discussed the proposed tuition increases <ul style="list-style-type: none"> <li>- Discussed ongoing budget consultations, how they have been going</li> </ul> </li> <li>- Discussed plans by the COVID-19 Coalition, which include an email campaign, pushing students to attend the budget consultation, organizing a C19C general assembly, and creating a cheat sheet</li> </ul> </li> </ul>



	<ul style="list-style-type: none"> <li>- I asked which Committee members would be willing to help me choose which UAA Students At-Large applicants would get appointed to the UAA Committee.</li> <li>- I provided an Update on the Burnaby Mountain Gondola Project</li> <li>- I asked which Committee members would be interested in getting involved with the new Health and Counselling Working Group, run by VP Student Services Matt Provost</li> </ul>
<b>Relevant Strategic Priorities:</b>	Student Engagement, Student Wellbeing, Student Financial Health, University Relations

Vancouver Campus

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

# SFSS BOARD WORK REPORT

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

President (Osob Mohamed)

## Meeting Summary and Comments

<b>Meeting, Date</b>	SFU Student Society Staff Meeting - November 18
<b>Parties Attending</b>	Ali White (Embark), Susan Chiv and Gabby Doebeli (SFPIRG), Magnus Thyvold (CJSF), Pierre Cenerelli (GSS), Yuri Zhou (The Peak)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Monthly Meeting
<b>Summary and Outcome</b>	We did a roundtable of introductions to meet the new SFPIRG Director of Engagement Gabby, and gave some updates on our respective organizations.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Operations Organizer Hiring Committee - November 18
<b>Parties Attending</b>	Corbett (VP Finance), Weichun Kua (Science Representative)
<b>Meeting Length (Hrs)</b>	2hrs
<b>Reason</b>	Preparing for second interviews
<b>Summary and Outcome</b>	This meeting was to prepare for the second round of interviews we are doing with the Operations Organizer applicants. We provided them each with some relevant documents/information to prepare a 20 minute presentation or briefing note on areas they would like to focus on in their roles.
<b>Next Steps</b>	Corbett and Weichun helped with gathering the information, and I developed the questions and connected with each applicant to set up times to meet.

<b>Meeting, Date</b>	Check-in with Transition Manager - November 18
<b>Parties Attending</b>	Corbett (VP Finance), Lawrence Jones (Transition Manager)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Check-in meeting
<b>Summary and Outcome</b>	We discussed some of the timelines for ongoing hires, and how the transition into their new roles will happen over the coming months.

<b>Next Steps</b>	N/A
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<b>Meeting, Date</b>	EDI Specialist in Student Services Feedback Meeting - November 18
<b>Parties Attending</b>	Balqees (At-Large Representative), Erin Biddlecombe (SFU Student Services)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	To discuss the job description and hiring process for the new EDI specialist in Student Services
<b>Summary and Outcome</b>	We outlined some parts of the JD that we liked, and also some areas where we would like to see some improvement. Fortunately, the hiring process will be opened up to students from different student groups, and students will be able to make up a majority of the hiring committee.
<b>Next Steps</b>	Follow up for hiring timelines

<b>Meeting, Date</b>	SFSS Council Meeting - November 18
<b>Parties Attending</b>	SFSS Councillors, Board and Staff
<b>Meeting Length (Hrs)</b>	1.5hrs
<b>Reason</b>	Bi-weekly meetings
<b>Summary and Outcome</b>	The main topics of discussion at this meeting include the ongoing space campaign being conducted by the Bachelor of Environment and Environmental Science Student Unions. The Council also passed a motion to donate funding to BIPOC organizations.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Meeting with Al Murray (SFU IT Services) - November 19
<b>Parties Attending</b>	Al Murray (SFU IT Services)
<b>Meeting Length (Hrs)</b>	0.5hrs
<b>Reason</b>	Setting up SFSS SFU accounts
<b>Summary and Outcome</b>	I met with Al to discuss the transfer of admin privileges of our current SFU account set up, and how we can reset passwords and other items.
<b>Next Steps</b>	I'll be able to log on the next time I am in the office.

<b>Meeting, Date</b>	SFSS Staff Meeting - November 19th
<b>Parties Attending</b>	SFSS Staff
<b>Meeting Length (Hrs)</b>	1.5hrs
<b>Reason</b>	Monthly meeting
<b>Summary and Outcome</b>	At this staff meeting, some main topics that arose included some SUB updates and

	COVID safety updates, the development of a Staff-Board newsletter to communicate major updates, current ongoing hirings and updates from staff who have been receiving professional development. I also updated staff on the new Board/Council structure and bylaw changes, and we discussed the ongoing emergency bursary board item.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Joint Operations Group Agenda Setting - November 19
<b>Parties Attending</b>	Matt McDonald (GSS), Erin Biddlecombe (SFU Student Services)
<b>Meeting Length (Hrs)</b>	0.5 hrs
<b>Reason</b>	Setting agenda for upcoming meeting
<b>Summary and Outcome</b>	Some items brought forward by the SFSS include current online learning difficulties, the lack of response from SFU on the letter sent by the SFSS regarding tuition hikes, and request for information on Spring semester activities.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Board Organizer Hiring Committee - November 20
<b>Parties Attending</b>	Matt (VP Student Services), Balqees (At-Large), Nafoni (Health Sciences Representative)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Shortlisting and planning for interviews
<b>Summary and Outcome</b>	We went through applications ahead of this meeting, and met up to determine a final shortlist. We will be contacting applicants to determine an interview time, and working on interview questions.
<b>Next Steps</b>	Contact shortlisted applicants and finalize questions

<b>Meeting, Date</b>	SUB Storage Planning - November 20
<b>Parties Attending</b>	Jennifer (VP Student Life), Corbett (VP Finance), John Walsh (Building Manager), Lawrence Jones (Transition Manager)
<b>Meeting Length (Hrs)</b>	0.5hrs
<b>Reason</b>	Discussing storage in SUB
<b>Summary and Outcome</b>	We received an email from SFU Choir to inquire about storage options in the SUB, and we wanted to meet to discuss what we have available, and how we can develop a format to receive proposals for storage from all groups.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Student Affordability Working Group - November 23
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<b>Parties Attending</b>	Gabe (VP University Relations), Matt McDonald and Pierre Cenerelli (GSS), Sid Mehta, Tracey Mason-Innes, Jeff Derksen, Scott Penney (SFU)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Monthly meeting
<b>Summary and Outcome</b>	We had Hope Power (SFU) join us to update us on ongoing OER initiatives within SFU, and we also discussed the upcoming press release and received updates on the financial predictability calculator & the food security framework
<b>Next Steps</b>	Provide feedback on financial predictability calculator

<b>Meeting, Date</b>	SFSS - SFU Student Technology Support - November 23
<b>Parties Attending</b>	Sandeep Sidhu, Allen Murray, Carson Au, Diana Koyanagi (SFU IT Services)
<b>Meeting Length (Hrs)</b>	0.75hrs
<b>Reason</b>	Monthly meeting
<b>Summary and Outcome</b>	We discussed some ongoing projects to get discounts on hardware, and I received an update that they are working toward getting discounted internet plans available to students.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Transition Steering Committee - November 24
<b>Parties Attending</b>	Transition Steering Committee Members
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Regular meetings
<b>Summary and Outcome</b>	We approved three different working groups to be struck under this committee (Governance, Operations and Training/Communication). We also discussed the jurisdiction, responsibilities, and goals of this committee.
<b>Next Steps</b>	Coordinate a meeting for Operations Working Group

<b>Meeting, Date</b>	Finance and Administrative Services Committee - November 25
<b>Parties Attending</b>	FASC Members
<b>Meeting Length (Hrs)</b>	0.5hrs (was not able to attend beginning of meeting)
<b>Reason</b>	Monthly meeting
<b>Summary and Outcome</b>	We discussed the COVID-19 emergency fund, which will be coming to the Board at a later meeting for approval. We also looked at the current status of our budget, and have a notable surplus from underspending in a number of areas which will help fund the emergency bursary.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	COVID-19 Operations Group - November 25
<b>Parties Attending</b>	John Walsh (Building Manager), SFU Departments, GSS
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Meeting every 3 weeks
<b>Summary and Outcome</b>	We received COVID-19 related updates from different SFU departments, and the most notable change is that masks are now mandatory in all indoor and shared spaces. Bylaw officers have been coming to campus to enforce this, so we also had a discussion around safety SFSS has no major updates.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	University and Academic Affairs Committee - November 26
<b>Parties Attending</b>	UAA Committee Members
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Monthly meeting
<b>Summary and Outcome</b>	We discussed the ongoing budget consultations, the New Mode campaign set up to support it, and other developments on tuition related advocacy. We also had updates on how things are going with the C19 Coalition, and hopefully hosting a general assembly for students who want to get involved.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Executive Committee - November 26
<b>Parties Attending</b>	Executive committee members
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Biweekly meetings
<b>Summary and Outcome</b>	Majority of this meeting happened in-camera, but the items we discussed included <ul style="list-style-type: none"> <li>- Ongoing hiring committees</li> <li>- Updates from HR and Personnel Committee</li> <li>- Accessibility Bursary Legal Support</li> <li>- IT Services MOU</li> <li>- Studentcare Contract</li> <li>- Excluded staff reporting</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Joint Operations Group Meeting - November 26
<b>Parties Attending</b>	GSS, SFU Administration
<b>Meeting Length (Hrs)</b>	1.5hrs

<b>Reason</b>	Monthly Meeting
<b>Summary and Outcome</b>	We requested a formal response to the letter to SFU on tuition increases, and an update on enrollment. They are projecting a drop in FIC numbers, mainly. We brought up the issues of student space, and SFU is currently developing a new space distribution model. We were also asked about student fees, and provided an update on the new SFSS governance model.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	HR and Personnel Committee - November 26
<b>Parties Attending</b>	Corbett (VP Finance), Lawrence Jones (Transition Manager)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Biweekly meeting
<b>Summary and Outcome</b>	Non-quorate meeting, but we did discuss some ongoing hirings, ongoing grievances and staff volunteering support.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Operations Organizer Interview - November 26
<b>Parties Attending</b>	Corbett (VP Finance), Gabe (VP University Relations), Weichun (Science Representative)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Conducting candidate interview
<b>Summary and Outcome</b>	N/A
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	SFSS Board Meeting - November 27
<b>Parties Attending</b>	SFSS Board, Staff and guests
<b>Meeting Length (Hrs)</b>	4hrs
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	<p>Main highlights from this longer than usual meeting include:</p> <ul style="list-style-type: none"> <li>- Presentation and approval of an accessibility audit</li> <li>- Approving the Studentcare enhanced travel plan</li> <li>- Supporting the Emancipation Day petition by way of social media distribution and letter writing</li> <li>- Changing election dates, inlight of the extended winter break as announced at the last SFU senate meeting</li> <li>- Supporting the single-use plastics ban with a letter</li> <li>- A notice of motion for amendments being proposed for the Elections and Referenda policies</li> </ul>

<b>Next Steps</b>	N/A
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<b>Meeting, Date</b>	Operations Organizer Interview - November 27
<b>Parties Attending</b>	Corbett (VP Finance), Gabe (VP University Relations), Weichun (Science Representative)
<b>Meeting Length (Hrs)</b>	1hr
<b>Reason</b>	Conducting candidate interview
<b>Summary and Outcome</b>	N/A
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Operations Organizer Committee Meeting - November 29
<b>Parties Attending</b>	Corbett (VP Finance), Gabe (VP University Relations), Weichun (Science Representative)
<b>Meeting Length (Hrs)</b>	0.5hrs
<b>Reason</b>	We met to finalize our hiring decision.
<b>Summary and Outcome</b>	We discussed the final candidate, and next steps
<b>Next Steps</b>	I will be conducting reference checks

<b>Meeting, Date</b>	Check-in with Anuki - November 30
<b>Parties Attending</b>	Anuki (Environment Representative)
<b>Meeting Length (Hrs)</b>	0.5hrs
<b>Reason</b>	Check-in meeting
<b>Summary and Outcome</b>	Anuki updated me on the ongoing MARE project, which hasn't been active this semester but will resume in the Spring. We also discussed some ongoing committee projects
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Check-in with Sude - November 30
<b>Parties Attending</b>	Sude (Arts & Social Sciences Representative)
<b>Meeting Length (Hrs)</b>	0.5hrs
<b>Reason</b>	Check-in meeting
<b>Summary and Outcome</b>	We discussed the ongoing FASS dean search and how to provide student feedback, and some ongoing External and Community Affairs projects. We also spoke about some panels being planned for First Year Engagement Committee



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

<b>Project/Event Title</b>	Hiring Committee - Board Organizer and Operations Organizer
<b>Updates and Upcoming Plans</b>	I have been chairing and coordinating meeting times for the committee and for interviews. Currently, we are wrapping up the Ops Organizer hiring, and finalizing interview questions for the Board Organizer interviews.
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	~10hrs

<b>Project/Event Title</b>	SFU Budget Consultations
<b>Updates and Upcoming Plans</b>	I worked with Weichun and Sindhu during this period to launch a New Mode campaign to get students to email in questions to the SFU budget consultation, and we were successful in getting our questions acknowledged live. We also sent a mass email to our members to encourage their attendance.
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	2hrs

<b>Project/Event Title</b>	SFSS Emergency Funding round 2
<b>Updates and Upcoming Plans</b>	I prepared a briefing note for the Board that was discussed at our November 13th meeting, to see if there was a desire to do another round of emergency funding. Our VP Finance is looking at our budget to see where potential funding may come from. I also brought it forward to the staff meeting, and provided Corbett with feedback on the initial funding breakdown. I'm also reviewing the old terms of reference to see if any changes need to be made
<b>Relevant Strategic Priorities</b>	Student financial health
<b>Total Time (Hrs)</b>	1.5hrs

<b>Project/Event Title</b>	University relations - Preparing for committees
<b>Updates and Upcoming Plans</b>	I find that a significant chunk of time is spent preparing to either participate or chair in a variety of University committees or working groups, where often I have to ensure that I am prepared to speak/participate on different issues. For instance, during this period, Gabe and I prepared for JOG, and Balqees and I prepared feedback for the EDI specialist role.
<b>Relevant Strategic Priorities</b>	University relations
<b>Total Time (Hrs)</b>	6hrs

<b>Project/Event Title</b>	Emails, communications, and catch up work
<b>Updates and Upcoming Plans</b>	I've been trying to allocate at least 1-2hr a day (excluding Saturdays) to check my emails, and catch up on different tasks. On some days, if something urgent comes up I will add some time and time to this and address it right away.
<b>Relevant Strategic Priorities</b>	N/A
<b>Total Time (Hrs)</b>	5hrs

## VP Student Services (Matthew Provost)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Member Services Advisory Committee, 11/17/20
<b>Parties Attending</b>	<b>SFSS BOD:</b> Phum Luckkid (At Large Rep), Jen Chou (VP Student Life) <b>Society Staff:</b>
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Scheduled Meeting
<b>Summary and Outcome</b>	Discussion included: <ul style="list-style-type: none"><li>- Club/DSU Funding Routes</li><li>- Granting Timelines</li><li>- Bystander intervention and Allyship Workshop</li><li>- SFSS Club Reps</li></ul>
<b>Next Steps</b>	N.a

<b>Meeting, Date</b>	UBC Indigenous Collective Meeting, 11/18/20
<b>Parties Attending</b>	FNSA Board of Directors, UBC Indigenous Collective
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Check in/ Introductory Meeting
<b>Summary and Outcome</b>	We met with Indigenous Collective from UBC to discuss and receive some support from their collective.
<b>Next Steps</b>	Continuous and ongoing conversations

<b>Meeting, Date</b>	Indigenous Student Centre Town Hall, 11/18/20
<b>Parties Attending</b>	ISC Staff, Indigenous Students
<b>Meeting Length (Hrs)</b>	2 hr
<b>Reason</b>	Monthly Planned Meeting
<b>Summary and Outcome</b>	We discussed community news, and events for next semester, we also discussed Indigenous students and FNSA Calls to Action
<b>Next Steps</b>	n/a

<b>Meeting, Date</b>	Board Organizer Hiring Committee, 11/20/20
<b>Parties Attending</b>	SFSS BOD: Osob Mohamed (President), Balqees Jama (At Large Rep), Nafoni Modi (Health Sci Rep)

<b>Meeting Length (Hrs)</b>	2 hour
<b>Reason</b>	Ongoing meeting
<b>Summary and Outcome</b>	We discussed and finalized the shortlist candidates and discussed interview questions
<b>Next Steps</b>	We will be starting off with interviews

<b>Meeting, Date</b>	Meeting with Joy Johnson and Indigenous Community, 11/23/20
<b>Parties Attending</b>	Joy Johnson (SFU President). Rummana Khan Hemani (VP Students and International), Office for Aboriginal Peoples, Indigenous Studies Department Faculty, Indigenous Faculty and Admin, FNSA Board Members
<b>Meeting Length (Hrs)</b>	1.5 hr
<b>Reason</b>	Introductory Meeting
<b>Summary and Outcome</b>	Indigenous students, faculty and admin met with Joy Johnson and other VPs of SFU to discuss and have candid conversation around the supports and changed we need to see at SFU. Indigenous students outlines their calls to action and also asked for commitment
<b>Next Steps</b>	n/a

<b>Meeting, Date</b>	BIPOC Meeting up, 11/24/20
<b>Parties Attending</b>	Balqees Jama (At Large Rep)
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Check in
<b>Summary and Outcome</b>	Went over meeting minutes from BIPOC Committee Meetings
<b>Next Steps</b>	n/a

<b>Meeting, Date</b>	Accessibility Committee Meeting, 11/24/20
<b>Parties Attending</b>	<b>SFSS BOD:</b> Jen Chou (VP Student Life), Emerly Lui (Education Rep), Phum Luckkid (At Large Rep), <b>SFSS Society Staff:</b> Sarah (Policy Research Coordinator), Somayeh (Admin) <b>At Large Members:</b> Vivian, Jilian, Serena,
<b>Meeting Length (Hrs)</b>	1.5 hr
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	We had presentations from Level Playing Field (SUB Accessibility Audit), they were able to present and let us know the breakdown of the cost of the audit. We motioned to recommend to the board to approve \$27,532.85 from the SFSS Accessibility Fund for an accessibility audit of the Student Union Building by Level Playing Field Inc.
<b>Next Steps</b>	Bring recommendation to board meeting

<b>Meeting, Date</b>	Governance Committee Meeting, 11/25/20
<b>Parties Attending</b>	<b>SFSS BOD:</b> Gabe Liosis (VP University), Corbett Gildersleve (VP Finance), WeiChun Kua (Sci Rep) <b>Society Staff:</b> Lawrence (Transition Manager), Sarah (Research Policy Coordinator), Somayeh (Admin)
<b>Meeting Length (Hrs)</b>	2 hr
<b>Reason</b>	Bi-weekly Meeting
<b>Summary and Outcome</b>	Discussions: <ul style="list-style-type: none"> <li>- Policy Change to Board Work Report Schedule</li> <li>- Referendum Timeline</li> <li>- Spring By-Law Proposals</li> <li>- SFU 350 Fossil Fuels By-Law Proposal</li> <li>- SFSS Admin Policies Review</li> </ul>
<b>Next Steps</b>	n.a

<b>Meeting, Date</b>	Build SFU Committee, 11/27/20
<b>Parties Attending</b>	<b>SFSS BOD:</b> Gabe Liosis (VP University), Corbett Gildersleve (VP Finance) <b>SFSS Staff:</b> John (SUB Building Manager),
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Monthly Scheduled Meeting
<b>Summary and Outcome</b>	Reviewed: budget, project progress, about SUB
<b>Next Steps</b>	N/a

<b>Meeting, Date</b>	SFSS BOD Meeting, 11/27/20
<b>Parties Attending</b>	<b>SFSS Board of Directors, SFSS Society Staff, The Peak, Guests</b>
<b>Meeting Length (Hrs)</b>	4 hours
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	Presentations from: <ul style="list-style-type: none"> <li>- Steps Forward</li> <li>- Level Playing Field</li> </ul> New Business: <ul style="list-style-type: none"> <li>- Motions: <ul style="list-style-type: none"> <li>- Approved accessibility audit by Level Playing field.</li> <li>- Approved studentcare covid coverage that will support our members retroactively from Sept. 1st 2020 concerning travel issues related to covid-19.</li> <li>- Approved Emancipation Day petition</li> <li>- Approved changing the dates for SFSS elections because extension of winter break</li> </ul> </li> </ul>
<b>Next Steps</b>	n.a

<b>Meeting, Date</b>	BIPOC Committee Meeting, 11/30/20
<b>Parties Attending</b>	<b>SFSS BOD:</b> Balqees Jama (At Large Rep), Anuki Karunajeewa (Enviro Rep), Nafoni Modi (Health Sci Rep), WeiChun Kua (Sci Rep), Jen Chou (VP Student Life) <b>At Large:</b> Flourish, Victor, Nim,
<b>Meeting Length (Hrs)</b>	2 hr
<b>Reason</b>	Bi-weekly scheduled meeting
<b>Summary and Outcome</b>	Received and filed minutes from BIPOC 2020-10-19  New Business: <ul style="list-style-type: none"> <li>- BIPOC Committee Student Support Coordinator <ul style="list-style-type: none"> <li>- Be it further resolved that the BIPOC committee recommends that the Board works with the Black community and the SOCA Executives to strike a hiring committee for the Black Student Support Coordinator and create a job description in line with the "BN - 30-11-2020 BIPOC Committee Black Student Support Coordinator".</li> </ul> </li> <li>- Supporting Indigenous Students Through "Let Us Speak" Campaign <ul style="list-style-type: none"> <li>- Be it resolved that the BIPOC Committee endorse the "Let Us Speak" campaign and petition, Be it further resolved that the BIPOC Committee recommends that the Board endorses and distributes "Let Us Speak" campaign materials.</li> </ul> </li> </ul> Discussion: <ul style="list-style-type: none"> <li>- Anti-Racism Training for Student Groups</li> <li>- Black History Month</li> <li>- Seat for Out On Campus on BIPOC Committee</li> <li>- Emancipation Day Petition and Action Items</li> </ul>
<b>Next Steps</b>	Will be forwarding motion and BN for next board meeting

## Projects and Events

<b>Project/Event Title</b>	Reconciliation Work: Let Us Speak Campaign
<b>Updates and Upcoming Plans</b>	Been working on: <ul style="list-style-type: none"> <li>- Getting supporting letters</li> <li>- Organizing petition</li> <li>- Creating graphics</li> <li>- Organizing outreach and finding support</li> <li>- Supporting FNSA Board with creating campaign</li> </ul>
<b>Relevant Strategic Priorities</b>	Advocacy
<b>Total Time (Hrs)</b>	20 hrs

<b>Project/Event Title</b>	AGM Survey
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- Help support getting the AGM survey out to membership</li> <li>- Coordinated with Osob and Sindhu about survey and graphics</li> </ul>

<b>Relevant Strategic Priorities</b>	Outreach and feedback
<b>Total Time (Hrs)</b>	5 hrs

<b>Project/Event Title</b>	Board Organizer Hiring Committee
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- Getting short list candidates</li> <li>- Getting questions for interviews</li> </ul>
<b>Relevant Strategic Priorities</b>	
<b>Total Time (Hrs)</b>	5 hrs

## VP External Relations (Samad Raza)

### Meeting Summary and Comments

<b>Meeting, Date</b>	17 Nov - TMX
<b>Parties Attending</b>	Myself, Weichun, Matt, Pierre Cenerelli
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	TMX discussion.
<b>Summary and Outcome</b>	discussed strategy before going into the meeting with SFU.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	17 Nov - UPass
<b>Parties Attending</b>	Myself, Matt and Steve
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Spring UPass
<b>Summary and Outcome</b>	Discussion of recent UPass stats and now we are planning to move in person only.
<b>Next Steps</b>	Prepare motion on UPass.

<b>Meeting, Date</b>	18 Nov SFSS Council meeting
<b>Parties Attending</b>	Council and board members.
<b>Meeting Length (Hrs)</b>	30 min
<b>Reason</b>	To present my report
<b>Summary and Outcome</b>	Just went in to present the council my report.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	19 Nov - TMX
<b>Parties Attending</b>	Myself, Weichun, GSS and SFU team.
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Concerns on TMX
<b>Summary and Outcome</b>	Discussion on student safety, disaster prevention.
<b>Next Steps</b>	Get meeting with Joy Johnson



<b>Meeting, Date</b>	23 Nov -PGWP
<b>Parties Attending</b>	Myself, GSS and MSU coordinator
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	To discuss PGWP issue
<b>Summary and Outcome</b>	Strategic planning for PGWP advocacy.
<b>Next Steps</b>	Meet with Terry Beech

<b>Meeting, Date</b>	24 Nov - PGWP
<b>Parties Attending</b>	Myself, GSS and Terry Beech
<b>Meeting Length (Hrs)</b>	45 Min
<b>Reason</b>	PGWP issue
<b>Summary and Outcome</b>	Terry Beech decided to help out and work with us on the letter to Immigration Minister.
<b>Next Steps</b>	Finish Letter draft

<b>Meeting, Date</b>	25 Nov - University of Regina
<b>Parties Attending</b>	Myself, Ziyang Li and Amir
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Build relationship
<b>Summary and Outcome</b>	Open to work on collaborative projects and advocate for international students.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	26 Nov - UAA
<b>Parties Attending</b>	UAA members and staff
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Regular meeting
<b>Summary and Outcome</b>	Discussion on tuition fee increase, c19 coalition and Gondola routes.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	26 Nov - Exec
<b>Parties Attending</b>	Execs and LJ
<b>Meeting Length (Hrs)</b>	1 hr 30 min

<b>Reason</b>	Regular meeting
<b>Summary and Outcome</b>	Discussion on the hiring committee.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	30 Nov - ECAC
<b>Parties Attending</b>	ECAC members and staff
<b>Meeting Length (Hrs)</b>	35-45 min
<b>Reason</b>	Regular meeting
<b>Summary and Outcome</b>	Updates and discussion on ongoing advocacy member
<b>Next Steps</b>	N/A

## Projects and Events

<b>Project/Event Title</b>	PGWP
<b>Updates and Upcoming Plans</b>	Preparing letter of immigration minister
<b>Relevant Strategic Priorities</b>	Working with GSS - Terry Beech and Katrina Chen
<b>Total Time (Hrs)</b>	

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

## VP Finance (Corbett Gildersleve)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Operation Organizer Hiring Committee, Nov. 18th
<b>Parties Attending</b>	President Osob Mohamed, VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, Science Rep Weichun Kua
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Set up next round of interviews
<b>Summary and Outcome</b>	We debriefed all OO interviews and shorted listed for round 2, as well as determined the interview structure. We decided to ask each candidate to provide a 20 minute presentation about areas of the SFSS they would wish to focus on and areas that they think we need improvement/changes.
<b>Next Steps</b>	We will all gather information about the SFSS (financial, org structure, bylaws, policies, etc.) so the candidates can compose a 20 minute presentation. Action item for me: create multiple organizational charts to help inform the candidates about our new structure

<b>Meeting, Date</b>	Check-in with Transition Manager, Nov. 18th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, President Osob Mohamed, Transition Manager Lawrence Jones
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discuss his role after the Operations and Board Organizer positions are hired
<b>Summary and Outcome</b>	After the two positions are hired, he will need to help transition them into their new roles, inform them of what he's been doing to support the board and executive since July. We also discussed if he'd be involved with collective bargaining or not in January.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Translink Surrey Transportation Focus Group, Nov. 19th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, multiple members of the Surrey Community
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Provide SFU student perspective on Surrey's long term transportation plan
<b>Summary and Outcome</b>	I gave feedback on the need to have multiple rapid bus transportation corridors, accessibility-focused design all throughout the transportation network system, strong transportation infrastructure support in marginalized areas, and direct involvement of marginalized communities in decision making and feedback
<b>Next Steps</b>	I gave the focus group organizer President Mohamed's email so that he could share their survey links with us to send out to relevant student groups.

<b>Meeting, Date</b>	SUB Storage Discussion, Nov. 20th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, VP Student Life Jennifer Chou, Transition Manager Lawrence Jones, Building Manager John Walsh
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discussing SUB Storage Options
<b>Summary and Outcome</b>	We decided to meet to discuss SFU Choir's initial communications about the need for space as well as the need for us to know what the SUB's storage space was like. Some rooms have changed their purpose from what they were on paper at the start of this project. So, it would be good to re-check what rooms are available, what their sizes, how many storage lockers we have, etc. We also need to decide on a process for student groups to apply for storage space and how we want to select who gets space, and who does not.
<b>Next Steps</b>	John will develop a document that lists what we have available for storage rooms and lockers, as well as their dimensions.

<b>Meeting, Date</b>	OnBoard Software Discussion - AMS UBC, Nov 23rd
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, Transition Manager Lawrence Jones, UBC AMS President Cole Evans
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discuss the OnBoard software tool for board meeting and document management
<b>Summary and Outcome</b>	We had a good discussion around the software, costs, strengths and weaknesses, and how it helped AMS this year.
<b>Next Steps</b>	Lawrence will set up a demo with the company. We will be contacting board and staff members to see who is interested in attending the demo

<b>Meeting, Date</b>	Transition Steering Committee, Nov 24th
<b>Parties Attending</b>	
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	
<b>Summary and Outcome</b>	<p>We went through the overall purpose of the committee and the three working groups</p> <ul style="list-style-type: none"> <li>● Policy WG - Changing current SFSS policies to fit with the new bylaws and governance structure</li> <li>● Operations WG - reviewing and developing staffing positions needed to support Council, execs and committees</li> <li>● Training and Communications WG - develop the council, exec, and committee training as well as the communication process for the SFSS</li> </ul> <p>We assigned people to each working group based on interest and each group will start to meet to work on things</p>
<b>Next Steps</b>	I'm lead of the training and comms WG and will contact me my group in early December

<b>Meeting, Date</b>	FASC Meeting, Nov. 25th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, VP Student Life Jennifer Chou, At-Large Rep Phum Lukkid, App Sci Rep Harry Preet Singh, Business Rep Mehtaab Gill
<b>Meeting Length (Hrs)</b>	0.75 hours
<b>Reason</b>	Scheduled Meeting
<b>Summary and Outcome</b>	<p>We approved the investment implementation plan that was presented at the last meeting. We also discussed:</p> <ul style="list-style-type: none"> <li>● SFSS's updated budget at the 6-month mark <ul style="list-style-type: none"> <li>○ With all the administrative restructuring and the updated enrollment numbers for SFU and FIC has resulted in operational surplus.</li> <li>○ Included in-progress hiring costs for the new admin and staffing positions</li> </ul> </li> <li>● COVID-19 Emergency Funding - Fall and Spring Term <ul style="list-style-type: none"> <li>○ I gave the committee a heads up that I'm exploring funds for another round of emergency funding to support students during the pandemic.</li> <li>○ We have significant underspending due to a combination of fewer events, and the events that are happening are just cheaper to run.</li> <li>○ I have identified multiple areas within the budget that could be used for a funding pool</li> </ul> </li> </ul>
<b>Next Steps</b>	Action Item: I need to provide the board with the FASC-approved investment plan for final approval at the Board meeting on Friday

<b>Meeting, Date</b>	Governance Committee, Nov. 25th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, VP Student Services Matt Provost, Science Rep Weichun Kua, At-Large Rep Balqees Jama, Transition Manager Lawrence Jones, CRPC Sarah Edmunds
<b>Meeting Length (Hrs)</b>	1.5 hours
<b>Reason</b>	Scheduled Meeting
<b>Summary and Outcome</b>	<p>We discussed the need to review the administrative policies to clear out old references to the Executive Director and other positions that no longer exist.</p> <p>We also discussed a proposal I submitted around swapping out the last work report of every term with the semester/exit report instead. I believe this would help reduce stress in creating the semester report (the penalty for a late report is very stiff). And, due to the last month of each term being a "half month" in policy to give time for board members to focus on finals, the amount of meetings and such in that last two weeks should be minimal. I also identified an issue with the policies around the due date of the semester reports. One section states it's due at the end of the term, while another says it's due one month after the end of each term.</p> <p>Concerns were raised about potentially losing information for that two week period if the report was removed. Some positions like Student Life and President are often still active. I offered to try and find a way to capture that information in the semester report as long as it doesn't add to the workload and stress. And, so I will resubmit the proposal then.</p>
<b>Next Steps</b>	

<b>Meeting, Date</b>	Executive Committee Meeting, Nov. 23rd
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, President Osob Mohamed, VP University Relations, VP Student Services Matt Provost, VP Student Life Jennifer Chou, VP External Relations Samad Raza, Transition Manager Lawrence Jones
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Scheduled Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● We discussed: <ul style="list-style-type: none"> <li>○ Progress in two admin hiring committees (Operations Organizer and Board Organizer)</li> </ul> </li> <li>● In-Camera discussions: <ul style="list-style-type: none"> <li>○ Update from HR &amp; Personnel Committee</li> <li>○ Accessibility Bursary Legal Support</li> <li>○ SFU IT Services MOU</li> <li>○ Studentcare Services and Brokering Contract</li> <li>○ Excluded Staff Reports</li> </ul> </li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	HRP Committee, Nov. 26th
<b>Parties Attending</b>	VP Finance Corbett Gildersleve, VP Student Services Matt Provost, President Osob Mohamed, At-Large Rep Balqees Jama
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Scheduled Meeting
<b>Summary and Outcome</b>	<p>We discussed:</p> <ul style="list-style-type: none"> <li>● Proposed hirings for the spring term</li> </ul> <p>In-camera discussions:</p> <ul style="list-style-type: none"> <li>● Bargaining Proposals</li> <li>● Ongoing Grievances</li> <li>● Staff Volunteer Support</li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	Operations Organizer Round 2, Nov. 26th
<b>Parties Attending</b>	VP University Relations Gabe Liosis, President Osob Mohamed, VP Finance Corbett Gildersleve, Science Rep Weichun Kua, Candidate
<b>Meeting Length (Hrs)</b>	1.25 hours
<b>Reason</b>	Second interview for the position
<b>Summary and Outcome</b>	We received the presentation by the candidate and asked them questions
<b>Next Steps</b>	

<b>Meeting, Date</b>	SUB Building Committee, Nov. 27th
<b>Parties Attending</b>	VP University Relations Gabe Liosis, VP Student Services Matt Provost, VP Finance

	Corbett Gildersleve, Building Manager John Walsh, SFU Reps
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Scheduled Meeting
<b>Summary and Outcome</b>	<p>We reviewed the budget, project progress, and other matters around the SUB.</p> <ul style="list-style-type: none"> <li>Progress is being made around the deficiency list for the SUB. Much of these issues are very small, like scratches on walls, glass, etc. that occur during constructing</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	SUB Staffing Model Discussion, Nov. 27th
<b>Parties Attending</b>	President Osob Mohamed, VP Finance Corbett Gildersleve, Transition Manager Lawrence Jones, Building Manager John Walsh
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discuss SUB staffing needs
<b>Summary and Outcome</b>	We talked with John about possible staffing positions for the SUB, budget sources, and how changes to the collective agreement could impact the type of staff in the building (admin vs. union positions).
<b>Next Steps</b>	John will send us some possible job descriptions for building support staff

<b>Meeting, Date</b>	Board Meeting, Nov. 27th
<b>Parties Attending</b>	Board, Transition Manager Lawrence Jones, CRPC Sarah Edmunds, Comms Coordinator Sindhu Dharma
<b>Meeting Length (Hrs)</b>	4 hours
<b>Reason</b>	Biweekly Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Motions: <ul style="list-style-type: none"> <li>Approved the costs for a SUB accessibility audit by an external firm. They have a comprehensive process that involves a virtual (plan/design review) audit, physical audit, student survey, and certification.</li> <li>Approved the enhanced studentcare travel program that will support our members retroactively from Sept. 1st 2020 concerning travel issues related to covid-19.</li> <li>Approved supporting the Emancipation Day petition in front of Parliament. It needs more signatures for it to be discussed on the floor.</li> <li>Approved a letter of support around banning single-use plastics at SFU.</li> <li>Approved changing the dates of the SFSS elections in light of the changes SFU made to their spring calendar.</li> </ul> </li> </ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	Operation Organizer Round 2 Interviews, Nov. 27th
<b>Parties Attending</b>	VP University Relations Gabe Liosis, President Osob Mohamed, VP Finance Corbett Gildersleve, Science Rep Weichun Kua, Candidate
<b>Meeting Length (Hrs)</b>	1.25 hours
<b>Reason</b>	Second interview for the position
<b>Summary and Outcome</b>	We received the presentation by the candidate and asked them questions
<b>Next Steps</b>	Conduct a debrief in a few days for next steps

<b>Meeting, Date</b>	Operations Organizer Interview Debrief
<b>Parties Attending</b>	VP University Relations Gabe Liosis, President Osob Mohamed, VP Finance Corbett Gildersleve, Science Rep Weichun Kua, Candidate
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discuss and decide on a final candidate
<b>Summary and Outcome</b>	We met and discussed the interviews and our preferred candidate. After finding a consensus we agreed to progress the hiring process with that candidate.
<b>Next Steps</b>	President Osob will contact the successful candidate for their references and talk with the Exec Committee

## Projects and Events

<b>Project/Event Title</b>	Operations Organizer Round 2 Interview Prep
<b>Updates and Upcoming Plans</b>	Developed updated and projected organizational charts for of the SFSS around: Staff reporting and the accountability chain, executives and committee involvement, and staff support for different committees
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	10 hours

<b>Project/Event Title</b>	SUB Insurance
<b>Updates and Upcoming Plans</b>	We received some good news concerning interest in finding additional insurance coverage. However, I needed to track down additional documentation and answer questions for our broker. This required contacting multiple staff and board people, reviewing different email accounts of people that are no longer employed with the SFSS.
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	15 hours



<b>Project/Event Title</b>	Minutes Backlog Update
<b>Updates and Upcoming Plans</b>	I updated the tracking spreadsheet for the council and board minute approval process. Staff have made significant progress on drafting minutes. For instance, 8 sets of minutes were approved by the council at the last meeting. They should be uploaded soon. Around 80% of meetings now have minutes drafted.
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	5 hours

<b>Project/Event Title</b>	SFSS COVID-19 Emergency Funding - Fall and Spring Term
<b>Updates and Upcoming Plans</b>	<p>Due to a combination of fewer and cheaper events/programming initiatives, the SFSS will have a sizable operating surplus. So, I have compiled a list of budget line items with significant surplus based on our updated organizational budget and current spending amounts as of Oct. 31st.</p> <p>I have sent out a list to both board and staff members and have received some feedback on where some line items have incoming spending/earmarking (for instance, Clubs Days). As well as other line items that could be provided to support this funding.</p> <p>The goal is to spend a portion of this projected surplus by the end of the fall term. If we have favorable changes in Provincial Health Orders and a COVID-19 vaccine distribution that results in more in-person events occurring, then we still have enough funds to support an increase in spending. However, if we do not, then we can still provide financial support to students in the spring term.</p> <p>At present, this emergency funding looks to be around \$200,000 for each term.</p> <p>I need to verify the numbers for the Fall term, contact SFU about disbursement, and work with the board to determine the terms of reference of how much money is disbursed and in what amounts/how many students can benefit.</p>
<b>Relevant Strategic Priorities</b>	Student Financial Health
<b>Total Time (Hrs)</b>	20 hours

<b>Project/Event Title</b>	SFSS Updated Budget - 2020/2021
<b>Updates and Upcoming Plans</b>	<p>I requested from our financial coordinators an updated SFSS budget for the 2020-2021 fiscal year. The reason for this is that at the start of the term we were expecting lower enrollment numbers, which would have impacted our revenue both at SFU and FIC.</p> <p>We are now 6 months in, and only FIC enrollment numbers have reduced. This means a projected \$350,000-\$500,000 operational deficit has resulted in a small surplus. Additionally, due to administrative restructuring, we also have a lower administrative budget going forward (after severance pay outs). Therefore, it is good for the SFSS, staff, and board to have a more up-to-date budget before going into 2021-2022 budget consultations</p>
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	10 hours

<b>Project/Event Title</b>	SFSS 2021-2022 Budget Consultations
<b>Updates and Upcoming Plans</b>	<p>With the updated budget complete, we can start contacting the board, staff, committees, and other groups about next year's budget. The pandemic has caused a unique year for the SFSS both operationally and financially.</p> <p>Due to the SUB being completed and new departments/staff positions being created, new rooms and programming, etc. this is a perfect opportunity to discuss ways in which we all envision the SUB being used and the SFSS operating in this much larger space.</p>
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	1 hour

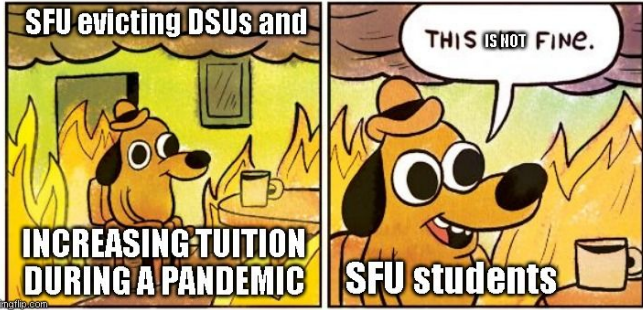
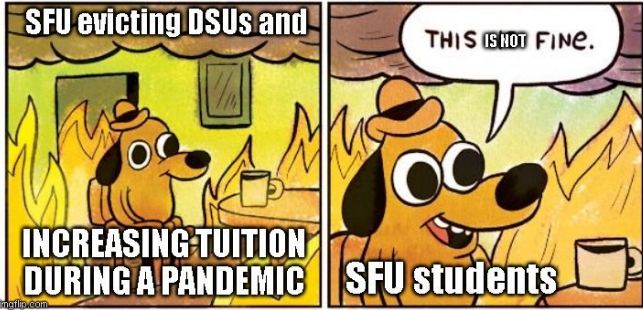
## VP Student Life (Jennifer Chou)


### Meeting Summary and Comments

<b>Meeting, Date</b>	Nov 16 - SFU Disability and Neurodiversity Alliance (DNA) Meeting
<b>Parties Attending</b>	Myself, SFU DNA members, some guests
<b>Meeting Length (Hrs)</b>	3 hours
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● Ban the Bottle came in (as a follow up to their presentation at the SFSS Board meeting) and we gave recommendations</li> <li>● Talked about SUB gender-neutral washrooms (continuation of what was discussed at the Accessibility Committee) <ul style="list-style-type: none"> <li>○ Gave an update on how Board suggested consulting different groups, but was in favour of having more gender-neutral washrooms</li> </ul> </li> <li>● Discussed meetings with external groups (Centre for Accessible Learning, Health &amp; Counselling)</li> <li>● Talked about accessibility training for student groups and how we can do an honour system (have people say they attended the live training)</li> <li>● Talked about wage increase for accessibility assistant (letter of support)</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>● Send out email to members with everything we talked about at the meeting</li> <li>● Various other action items (upload minutes, fix up some documents, write a letter draft, etc.)</li> <li>● Help revise constitution</li> </ul>

<b>Meeting, Date</b>	Nov 17 - SFSS Member Services Advisory Committee Meeting
<b>Parties Attending</b>	Myself, committee members, some SFSS member services coordinators
<b>Meeting Length (Hrs)</b>	1.5 hours
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● Talked about sources of funding for student groups, like from grants vs SFSS Events Committee <ul style="list-style-type: none"> <li>○ Some students will “double dip” and apply for both</li> <li>○ Events Committee meets once every 2 weeks, so wouldn’t review applications often (since the committee decided to review applications as a group instead of assigning one person to take the lead)</li> </ul> </li> <li>● Talked about improvements for the Canvas course (training for student group execs)</li> <li>● Went over SFU DNA’s suggestions about the honour code system for mandatory training</li> <li>● Talked about SVSPO’s Bystander Intervention and Allyship workshops that they offered to host synchronously for student group executives</li> <li>● Mentioned we could run informational social media campaigns around anti-racism, accessibility, and SVSPO training</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>● Send an email update to Paola from SVSPO and the Member Services Coordinators</li> </ul>

<b>Meeting, Date</b>	Nov 18 - SFSS Events Committee Meeting
<b>Parties Attending</b>	Myself, SFSS Events committee members, SFSS Events Coordinator - Dipti
<b>Meeting Length (Hrs)</b>	1.5 hours
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Debrief document: <a href="https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL7GwfTG4J4Cvp326DM/edit">https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL7GwfTG4J4Cvp326DM/edit</a></li> <li>• Highlights: <ul style="list-style-type: none"> <li>○ IATSU collaboration wasn't accepted; referred them to the grant system</li> <li>○ Holiday giveaways motion passed, so we will be doing gift card giveaways in December</li> <li>○ Rasam Soup Food Workshop motion passed</li> <li>○ Brainstormed ideas for Christmas Food Packages for students in residence (what kind of food to include)</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Email debrief to committee members</li> </ul>

<b>Meeting, Date</b>	Nov 18 - SFSS Council Meeting
<b>Parties Attending</b>	Myself, SFSS Councillors, some SFSS staff, other SFSS Board members
<b>Meeting Length (Hrs)</b>	2.5 hours
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Gave my liaison reports: <ul style="list-style-type: none"> <li>○ <a href="#">Compiled list of all reports made to date</a></li> <li>○ <a href="#">October 30, 2020</a></li> <li>○ <a href="#">November 13, 2020</a></li> </ul> </li> <li>• Talked about the Bachelor of Environment Student Union and the Environmental Science Student Union and how they were losing their space</li> </ul>  <ul style="list-style-type: none"> <li>• </li> </ul>

	 <ul style="list-style-type: none"> <li>• Passed motions on donating to BIPOC organizations and giving gift cards to Councillors as appreciation</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Submit request to report at the next Council meeting</li> </ul>

<b>Meeting, Date</b>	Nov 19 - SFU Disability and Neurodiversity Alliance x SFU Health & Counselling Meeting
<b>Parties Attending</b>	Myself, representatives from SFU DNA, representatives from SFU Health & Counselling
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discuss accessibility concerns about SFU Health & Counselling
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Talked about being able to email to change/cancel appointments or send in medical records</li> <li>• Discussed trans inclusion concerns (misgendering, poor mental health support) <ul style="list-style-type: none"> <li>◦ Talked about possibly having care providers introducing themselves with their pronouns</li> </ul> </li> <li>• Went over the possibility of having an advisory relationship between DNA and Health &amp; Counselling <ul style="list-style-type: none"> <li>◦ Representation on advisory councils</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Set up a follow-up meeting to check in on progress of the electronic system and accessibility training for Health &amp; Counselling staff <ul style="list-style-type: none"> <li>◦ Can also finish the agenda discussion items</li> </ul> </li> </ul>

<b>Meeting, Date</b>	Nov 19 - Events Check-in with SFSS Events Coordinator, Dipti
<b>Parties Attending</b>	Myself, Dipti
<b>Meeting Length (Hrs)</b>	45 mins
<b>Reason</b>	Check-in regarding events
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Talked about holiday giveaways</li> <li>• Went over upcoming lantern-making workshops sign-up process and promotion</li> <li>• Talked about January events</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

<b>Meeting, Date</b>	Nov 20 - SFU Health & Counselling Electronic Health Record Replacement Project
<b>Parties Attending</b>	Myself,
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regular monthly meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Martin, the SFU Health &amp; Counselling director, reached out to SFSS to see if someone is available to sit on the steering committee since SFU Health &amp; Counselling is replacing their electronic health record system. I volunteered to be part of this committee</li> <li>• Talked about the project, timeline, risks, next steps</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>

<b>Meeting, Date</b>	Nov 20 - Meeting with SFSS Accessibility Committee Member
<b>Parties Attending</b>	Myself, at-large member from SFSS Accessibility Committee
<b>Meeting Length (Hrs)</b>	1.25 hours
<b>Reason</b>	Updates on the committee and describe pictures of the SUB (whether they have Braille signage)
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Talked about Braille in the SUB and other accessibility concerns</li> <li>• Went through this document: <a href="https://docs.google.com/document/d/14e4Flpz4gALNlyKgh4GCcxMiWtzO8vYtMKsR2ol16RU/edit?ts=5fb31468">https://docs.google.com/document/d/14e4Flpz4gALNlyKgh4GCcxMiWtzO8vYtMKsR2ol16RU/edit?ts=5fb31468</a></li> <li>• Talked about getting more accessibility-related courses in SFU departments</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Email above document to the SUB building manager</li> <li>• Contact students to ask about accessibility in their course content</li> </ul>

<b>Meeting, Date</b>	Nov 20 - SUB Storage Meeting
<b>Parties Attending</b>	Myself, SFSS President - Osob, SFSS VP Finance - Corbett, SUB Building Manager - John
<b>Meeting Length (Hrs)</b>	30 mins
<b>Reason</b>	Discuss storage policy/process for groups in the SUB since a group reached out to us asking about it
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>• Talked about current status of lockers around SFU (like Rotunda area)</li> <li>• Talked about storage for music groups (SFU Jazz, SFU Peak Frequency, SFU Choir)</li> <li>• Discussed the communications plan for what to tell groups if they request space <ul style="list-style-type: none"> <li>◦ We haven't occupied the SUB yet so we can't really accept requests right now</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>• Send email to SFU Choir to say that we aren't accepting requests right now (we're not settled in the SUB because of COVID)</li> </ul>

<b>Meeting, Date</b>	Nov 23 - Meeting with SFU Choir
<b>Parties Attending</b>	Myself, Member Services Coordinator - Generalist and Clubs (John and Nancy), SUB Building Manager (John) 2 representatives from SFU Choir
<b>Meeting Length (Hrs)</b>	30 min
<b>Reason</b>	Touch base regarding storage space
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Went over a bit of SFU Choir's history (they used to have space by SFSS Undergrounds, but got evicted after the pub was sold to SFU)</li> <li>SFU Choir told us they were open to having space in the SUB or advocating for space from SFU, and they asked for SFSS' support in asking SFU for space. I will be bringing the space discussion to the next Board meeting to see what other Board members think about supporting SFU Choir in this endeavour.</li> <li>We were clear that with COVID, everything was uncertain and there would be exec turnover (both at SFU Choir and on the SFSS) so it would be a slow and uncertain process. SFU Choir also mentioned they will be contacting other music clubs on campus to see if they can collaborate and perhaps get shared space in the future.</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>Bring music storage space as a discussion item for the next Board meeting</li> </ul>

<b>Meeting, Date</b>	Nov 24 - SFSS Accessibility Committee Meeting
<b>Parties Attending</b>	Myself, Accessibility Committee members, some SFSS staff, Level Playing Field representatives
<b>Meeting Length (Hrs)</b>	1.5 hours
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Debrief document: <a href="https://docs.google.com/document/d/1ZvN05I-jGADiMA-WeGOHaE0tGOhx6EX3lDyJnpl0Zml/edit">https://docs.google.com/document/d/1ZvN05I-jGADiMA-WeGOHaE0tGOhx6EX3lDyJnpl0Zml/edit</a></li> <li>Highlights: <ul style="list-style-type: none"> <li>Presentation from Level Playing Field</li> <li>Passed a motion to appoint Level Playing Field as the SUB Accessibility Auditors</li> <li>Passed a motion to approve funds (from Accessibility Fund) for CART captioning for SFU Disability and Neurodiversity Meetings</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>Email Level Playing Field motion to Board</li> </ul>

<b>Meeting, Date</b>	Nov 24 - SFSS Transition Steering Committee
<b>Parties Attending</b>	Myself, other members of the committee including Board members (VP University Relations - Gabe Liosis, President - Osob Mohamed, VP Finance - Corbett Gildersleve, Science Rep - WeiChun Kua), some SFSS staff (Transition Manager - Lawrence Jones, Campaigns, Policy, and Research Coordinator - Sarah Edmunds)
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	First meeting to assign folks to the different working groups of the committee
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Went over the different working groups (governance, operations, training and communications)</li> </ul>

	<ul style="list-style-type: none"> <li>I joined the training and communications group because I want to make anti-oppression training (accessibility training and anti-racism training) mandatory</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

<b>Meeting, Date</b>	Nov 25 - SFSS Finance Committee meeting
<b>Parties Attending</b>	Myself, Finance Committee members
<b>Meeting Length (Hrs)</b>	45 mins
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Motioned to recommend to the Board to approve investment policy implementation plan</li> <li>Discussed emergency funding for the Fall and Spring terms</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

<b>Meeting, Date</b>	Nov 25 - SFSS Surrey Campus Committee Meeting
<b>Parties Attending</b>	Myself, Surrey Campus Committee members, Surrey Campus Coordinator - Shelley
<b>Meeting Length (Hrs)</b>	40 min
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Passed motions on the Bingo Social Media giveaway event and allocating funds for the emergency funding</li> <li>Shared my experience with hosting events with the Events Committee</li> <li>Talked about future events to be hosted with the Surrey Campus Committee</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>Invite people to the SCC Discord channel</li> </ul>

<b>Meeting, Date</b>	Nov 25 - SFSS Events Holiday Giveaway Working Group Meeting
<b>Parties Attending</b>	Myself, members of the working group who are also part of the Events Committee, SFSS Events Coordinator - Dipti
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	To discuss holiday giveaways and how it will be run, and what we should do
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Ideas document: <a href="https://docs.google.com/document/d/1_y_V17E6bNNPVqWorP2knyNPpTrXUowDgKehycY5N0U/edit?usp=sharing">https://docs.google.com/document/d/1_y_V17E6bNNPVqWorP2knyNPpTrXUowDgKehycY5N0U/edit?usp=sharing</a></li> <li>Brainstormed activities we can do to engage people on Instagram</li> <li>Allocated the gift cards for each week</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>Touch base with leads for each engagement project each week (especially in earlier weeks)</li> </ul>

<b>Meeting, Date</b>	Nov 26 - SFSS Executive Committee Meeting
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<b>Parties Attending</b>	Myself, other SFSS Executive Committee members, SFSS Transition Manager - Lawrence
<b>Meeting Length (Hrs)</b>	1.5 hours
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Talked about a variety of things in camera, I asked a few questions</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>N/A</li> </ul>

<b>Meeting, Date</b>	Nov 27 - SFSS Board Meeting
<b>Parties Attending</b>	Myself, SFSS Board members, some SFSS staff
<b>Meeting Length (Hrs)</b>	4 hours :(
<b>Reason</b>	Regular meeting time
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>Board liaison report: <a href="https://docs.google.com/document/d/1wxSONRnkID0N-EIF215hXdzHU4h5seYZco8NyDYE4qo/edit#">https://docs.google.com/document/d/1wxSONRnkID0N-EIF215hXdzHU4h5seYZco8NyDYE4qo/edit#</a></li> <li>Highlights: <ul style="list-style-type: none"> <li><a href="#">SUB Accessibility Audit</a> <ul style="list-style-type: none"> <li>Had a presentation from the auditors and there was also a motion to appoint Level Playing Field as the auditors</li> <li>They were very flexible and willing to work with students - the proposal was comprehensive</li> </ul> </li> <li><a href="#">StudentCare Update</a> <ul style="list-style-type: none"> <li>Motion to approve the Enhanced StudentCare Travel Program</li> <li>StudentCare has come up with an enhanced version of the plan, especially for people who are travelling during the pandemic (like going back to their home countries)</li> <li>Coverage for cancelled flights, quarantine meals/accommodations, etc.</li> <li>Retroactive Sept 1, 2020 - if you had to travel in Sept or Oct you can request reimbursements if it follows your plan</li> </ul> </li> <li><a href="#">Emancipation Day</a> <ul style="list-style-type: none"> <li>Board voted to endorse the Emancipation Day Campaign Petition</li> <li>History of Emancipation Day: <a href="https://docs.google.com/document/d/15hsufTowMoPBwiVKswT3C3dgo0jOtRlhdmZsv_92dSY/edit">https://docs.google.com/document/d/15hsufTowMoPBwiVKswT3C3dgo0jOtRlhdmZsv_92dSY/edit</a></li> <li>Petition (check your email to confirm your signature): <a href="https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-2924">https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-2924</a></li> </ul> </li> <li><a href="#">Single-Use Plastics at SFU</a> <ul style="list-style-type: none"> <li>Board voted to approve a letter of support to eliminate the sale of pre-filled water bottles at the SFU campuses on December 31st, 2020.</li> <li>Letter:</li> </ul> </li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>● <a href="https://drive.google.com/file/d/1_p_saOwAdmkJGs4US63guOlgyDi2qCJa/view?usp=sharing">https://drive.google.com/file/d/1_p_saOwAdmkJGs4US63guOlgyDi2qCJa/view?usp=sharing</a></li> <li>■ Consultation from SFU Disability and Neurodiversity Alliance: <ul style="list-style-type: none"> <li>● There should be a by-request option that should be advertised so disabled students can still request plastic options. Vendors would have to be trained properly to provide plastic as an option.</li> <li>● There could be a poster with a statement explaining why someone would request a plastic option (saying some disabilities aren't easily apparent). This poster could link to an external resource like a referral to the accessibility centre in the SUB, accessibility page on SFSS website, and the SFSS accessibility committee email.</li> <li>● Ensure reusable bottles are available in a variety of forms, including lightweight metal and plastic with/without handles, and at a variety of locations. Also ones that don't have paint (that won't chip)</li> <li>● Make sure reusable bottles are safe (no one coughed on it, etc.)</li> <li>● Possibly putting bottles in safe places in CAL, departmental student union common rooms</li> </ul> </li> <li>○ <a href="#">Elections date change</a> <ul style="list-style-type: none"> <li>■ Since SFU Senate voted to push back the start of Spring 2021 by 1 week, this impacts the SFSS elections timeline too</li> <li>■ New dates for Executive Committee General Elections: <ul style="list-style-type: none"> <li>● Nomination Period, January 18th-31st</li> <li>● Campaigning Period, February 1st - February 14th</li> <li>● Voting Period, February 16th-18th</li> </ul> </li> <li>■ New dates for referendum: <ul style="list-style-type: none"> <li>● February 16th-18th</li> </ul> </li> <li>■ New dates for Council General Elections: <ul style="list-style-type: none"> <li>● Starting February 22nd and ending March 21st</li> </ul> </li> <li>■ Since voting and everything is online this year, there shouldn't be a HUGE impact because of this change</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>● Connect with SFU Choir</li> </ul>

<b>Meeting, Date</b>	Nov 30 - SFSS BIPOC Committee Meeting
<b>Parties Attending</b>	Myself, SFSS BIPOC Committee members
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Regular meeting time - I'm attending to talk about anti-racism training and Black History Month

## Summary and Outcome

- Anti-racism training for student groups
  - Talked to SFSS Member Services Advisory (MSA) Committee, SFU Disability and Neurodiversity Alliance, and SVSPO
  - From MSA meeting:
    - Canvas course is mandatory if they want to receive CCR
    - But monitoring club execs taking the course is too high of a workload
    - Some concerns about making it mandatory
    - If mandatory: maybe have one or two executives participate in this live training, then relay information (have training like 3-4 times per semester people can sign up for)
      - Can probably add on other sections about important things like proper cheque requisition processes in this live training
    - However, we used to have live training but people didn't show up
    - Live presentations can give opportunities to ask questions tailored to a specific student group
    - Asynchronous videos on Canvas can have quizzes
    - Can do honour system
  - Question for BIPOC Committee: any resources, ideas?
    - We can have a toolkit sent to students, profs
    - Maybe start off small, then add on to it (mandatory for SFSS Council and Exec first, then clubs)
    - Canadian Federation of Students has a campus toolkit on combating racism
    - <https://cfs-fcee.ca/wp-content/uploads/2019/07/Anti-Racism-Toolkit-Final-1.pdf>
    - Maybe say "strongly recommended"
    - San'yas: Indigenous Cultural Safety Training: <https://www.sfu.ca/human-resources/learning-development/SanSafetyTrain.html>
    - We already have in our by-laws to have mandatory anti-oppression training for Council and the Executive
    - Timeline: next Board year have workshop sessions
      - Need to find facilitators (like Board development sessions) so people can drop in (mainly for club execs, but anyone can join)
    - We can have a forum where students can submit resources
    - Toolkit or workshop event (if BIPOC Committee has capacity)
    - Who it's mandatory for?
      - Everyone, including racialized folks
      - Don't make it MANDATORY for accessibility concerns - don't impose this on people at first
      - Canvas optional toolkits and resources, drop-in sessions
    - Update Nafoni (Health Science Rep) and Anuki (Environment Rep) bc this can help with MARE
- Black History Month
  - I reached out to African Students' Association and SOCA
  - SOCA is interested in a collaboration with SFSS Events Committee
  - Planning in January, event in February
  - Ideas:
    - Anti-racism workshops
    - Informational campaigns on social media
    - Afro Dance workshops
    - Other cultural workshops too (like food workshops - jollof rice? or plantain)

	<ul style="list-style-type: none"> <li>○ Questions for BIPOC Committee: anyone want to collaborate? Any ideas, tips, etc.? <ul style="list-style-type: none"> <li>■ Continue doing things with SOCA and ASA. If they're not at capacity, recognize Black History Month anyways</li> <li>■ Movie nights?</li> <li>■ Stories or a series of posts (racism, colourism, classism, intersectionality, etc.)</li> <li>■ Tag local Black makers/creators, businesses, activists</li> <li>■ Request having plant-based options</li> <li>■ Black history in Canada AND Vancouver, SFSS/SFU context <ul style="list-style-type: none"> <li>● Remember to include trigger warnings!</li> </ul> </li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>● Connect with BIPOC committee members about Black History Month</li> <li>● Bring training back to Member Services Advisory Committee</li> </ul>

## Projects and Events

<b>Project/Event Title</b>	Emerge SFU
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>● Helping plan event</li> <li>● Helping promote event (reaching out to different groups)</li> <li>● Designing graphics for web series</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement University relations
<b>Total Time (Hrs)</b>	Many hours...

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

<b>Project/Event Title</b>	Mental Health Mondays Giveaway
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>● Posted the graphic, wrote caption, etc.</li> </ul>
<b>Relevant Strategic Priorities</b>	<ul style="list-style-type: none"> <li>● Student engagement</li> <li>● Student well-being</li> </ul>
<b>Total Time (Hrs)</b>	35 mins

<b>Project/Event Title</b>	Miscellaneous committee/Board work
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>● Emails, document organization</li> <li>● Briefing notes, post-event reports</li> <li>● Made graphics for various events</li> </ul>

	<ul style="list-style-type: none"> <li>• Posting/replying to SFSS Events Instagram DMs</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	A lot...still not burnt out tho

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

<b>Project/Event Title</b>	Accessibility Designated Assistant Hiring
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Still in the process of hiring</li> </ul>
<b>Relevant Strategic Priorities</b>	Student well-being
<b>Total Time (Hrs)</b>	N/A

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

<b>Project/Event Title</b>	Large Event Fund Project
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• This is part of the Finance and Administrative Services Committee</li> <li>• Description from the annual plan: <ul style="list-style-type: none"> <li>○ The SFSS's Fall Kickoff Concert financial issues, student club large-scale events like CaselT, and the spring hackathon all speak to the need for better financial and planning policies. Work with the Members Services Committee and Governance committee to determine possible usage and financial controls/policies.</li> </ul> </li> <li>• Still need to get started on this</li> </ul>
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	N/A

<b>Project/Event Title</b>	Training for Student Group Execs
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Contacted necessary people and liaised between different groups to talk about mandatory anti-racism, accessibility, and sexual violence prevention training for student group execs</li> <li>• Emails and meetings</li> <li>• Brought this to BIPOC Committee</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1 hour

<b>Project/Event Title</b>	SFSS Podcast
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• N/A</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	N/A

<b>Project/Event Title</b>	SUB Esports Gaming Lounge Working Group
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Leading the inclusivity group</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	N/A

<b>Project/Event Title</b>	Nov 23 - SFU Budget Information Session
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Asked about bursaries</li> </ul>
<b>Relevant Strategic Priorities</b>	Financial health
<b>Total Time (Hrs)</b>	1 hour

<b>Project/Event Title</b>	Nov 29 - Rasam Soup Food Workshop
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Soup food workshop to warm students up in the cold weather</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1 hour

<b>Project/Event Title</b>	SFSS Events Holiday Giveaways
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Brainstormed the giveaway and how it's gonna work</li> <li>• Promoted and set up the giveaway</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1.5 hour

<b>Project/Event Title</b>	Black History Month
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>• Need to start planning this</li> <li>• Brought this to BIPOC Committee</li> </ul>
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	1 hour

## VP University Relations (Gabe Liosis)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Student Affordability Project (SAP) Working Group, 11-23-2020
<b>Parties Attending</b>	Matt McDonald (GSS Director of External Relations), Osob Mohamed (SFSS President), Tracey Mason-Innes (Executive Director Student Affairs), Sid Mehta (Senior Director, Ancillary Services), Jeff Derksen (Grad Dean), Pierre Cenerelli (GSS ED), Gabe Liosis (SFSS VP University Relations)
<b>Meeting Length (Hrs)</b>	1 Hr
<b>Reason</b>	Regularly Scheduled Monthly Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Guest Speaker Hope Power (Teaching and Learning Librarian) spoke about OER initiatives at SFU, discussions around how the SAP Working Group can support these initiatives</li><li>- Update on Press Release</li><li>- Financial Predictability: finalizing the features of the calculator</li><li>- Increasing Food Security: reviewing food security framework created</li></ul>
<b>Next Steps</b>	<ul style="list-style-type: none"><li>- OER:<ul style="list-style-type: none"><li>- Bring to JOG: (1) Incentives/Appreciate for faculty to use OER, (2) expanding the SFU OER Grants Program, (3) centralize OER reporting structures drafted by Sid Mehta</li></ul></li></ul>

<b>Meeting, Date</b>	Enrolment Appeals Committee Overview, 11-23-2020
<b>Parties Attending</b>	Gabe Liosi (SFSS VP University Relations), Dezirare Costa (Secretary, Information, Records and Registration)
<b>Meeting Length (Hrs)</b>	1 Hr
<b>Reason</b>	As I am a new member to this Committee, the Secretary wanted to provide an overview of the Committee as a whole, how it works, etc.
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Discussed the terms of reference of the Committee, its jurisdiction, how appeals work and how they're governed, reviewed examples of previous appeals</li></ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Transition Steering Committee, 11-24-2020
<b>Parties Attending</b>	Members of the Transition Steering Committee
<b>Meeting Length (Hrs)</b>	1 Hr
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Discussion Items:<ul style="list-style-type: none"><li>- Discussed the jurisdiction of the Committee</li><li>- Discussed the end goals and timelines of the Committee</li></ul></li></ul>



	<ul style="list-style-type: none"> <li>- Discussed what documents/concepts each Committee member should be familiar with.</li> <li>- Motions Approved: <ul style="list-style-type: none"> <li>- <b>Approved</b> a motion to strike the Governance Working Group under the authority of the TSC.</li> <li>- <b>Approved</b> a motion to strike the Operations Working Group under the authority of the TSC.</li> <li>- <b>Approved</b> a motion to strike the Training and Communications Working Group under the authority of the TSC.</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Gabe: <ul style="list-style-type: none"> <li>- Send FAQ, Organizational Chart, and Updated By-Laws to Committee members.</li> <li>- Follow-up with Osob and Corbett to coordinate Working Group meetings</li> </ul> </li> </ul>

<b>Meeting, Date</b>	Governance Committee, 11-26-2020
<b>Parties Attending</b>	Members of the Governance Committee
<b>Meeting Length (Hrs)</b>	1.5 Hrs
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Discussion Items: <ul style="list-style-type: none"> <li>- Discussed a policy change to the Board work report schedule to replace the last work report of each semester to allow Board members to work more on their semester report</li> <li>- Discussion was postponed; Corbett brought a more thorough proposal to the next meeting.</li> <li>- Discussed Referendum Timelines, when the Board must approve referenda questions in order to be placed on the Spring 2021 ballot.</li> <li>- Discussed assisting SFU 350 with their proposed fossil fuel non-investment by-law</li> <li>- Discussed any governance referenda for the Spring 2021 election <ul style="list-style-type: none"> <li>- By-Law changes (1) housekeeping, (2) investment restrictions, (3) admin cost caps</li> </ul> </li> <li>- Discussed the need for some quick SFSS Administrative Policies review, I asked Committee members who would be able to assist with this project <ul style="list-style-type: none"> <li>- Volunteers: Corbett and Matt</li> </ul> </li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Corbett: <ul style="list-style-type: none"> <li>- Corbett to bring a more thorough policy proposal regarding work report schedule to the next meeting</li> <li>- Send SFU 350 (1) Investment Policy, (2) SFSS By-Laws</li> </ul> </li> <li>- Gabe: <ul style="list-style-type: none"> <li>- Send Notice of Motion for an amendment to the <i>SFSS Elections and Referenda Policies</i> under NEP-1(3)</li> </ul> </li> </ul>

<b>Meeting, Date</b>	JOG Prep, 11-25-2020
<b>Parties Attending</b>	Gabe Liosis (VP University Relations), Osob Mohamed (President)
<b>Meeting Length (Hrs)</b>	0.75 Hrs
<b>Reason</b>	Prepare for 11-26-2020 JOG meeting

<b>Summary and Outcome</b>	- Drafted meeting notes for the JOG meeting on 11-26-2020
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	University and Academic Affairs Committee, 10-26-2020
<b>Parties Attending</b>	Members of the University and Academic Affairs Committee
<b>Meeting Length (Hrs)</b>	1 Hr
<b>Reason</b>	Regularly Scheduled Monthly Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Discussion Items: <ul style="list-style-type: none"> <li>- Discussed the proposed tuition increases <ul style="list-style-type: none"> <li>- Discussed ongoing budget consultations, how they have been going</li> </ul> </li> <li>- Discussed plans by the COVID-19 Coalition, which include an email campaign, pushing students to attend the budget consultation, organizing a C19C general assembly, and creating a cheat sheet</li> <li>- I asked which Committee members would be willing to help me choose which UAA Students At-Large applicants would get appointed to the UAA Committee.</li> <li>- I provided an Update on the Burnaby Mountain Gondola Project</li> <li>- I asked which Committee members would be interested in getting involved with the new Health and Counselling Working Group, run by VP Student Services Matt Provost</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Gabe: <ul style="list-style-type: none"> <li>- Send Items to Committee Members: <ul style="list-style-type: none"> <li>- TFN Report</li> <li>- Google Doc for Meme Written Content for Jennifer</li> <li>- Follow-Up with folks helping fill UAA Committee At-Large vacancies</li> <li>- Follow-Up with folks who expressed interest in the Health and Counselling Working Group.</li> </ul> </li> </ul> </li> </ul>

<b>Meeting, Date</b>	Translink Burnaby Mountain Gondola Project General Stakeholders Meeting, 11-26-2020
<b>Parties Attending</b>	Invited Community Members
<b>Meeting Length (Hrs)</b>	1 Hr
<b>Reason</b>	Round 2 of Public Engagement Includes a General Stakeholder Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Project Manager gave an updated on information received in Round One of public engagement</li> <li>- Community Stakeholders had an opportunity to ask questions <ul style="list-style-type: none"> <li>- I asked a question on the safety risks inherent in Routes 2 and 3 of the proposed 3 routes.</li> </ul> </li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Executive Committee, 10-26-2020
<b>Parties Attending</b>	Members of the Executive Committee

<b>Meeting Length (Hrs)</b>	1.25 Hrs
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Discussion Items: <ul style="list-style-type: none"> <li>- Discussed Ongoing Hiring Committees (Board Organizer and Operations Organizer)</li> </ul> </li> <li>- In-Camera Confidential Items Discussed: <ul style="list-style-type: none"> <li>- Update from HR &amp; Personnel Committee</li> <li>- Accessibility Bursary Legal Support</li> <li>- SFU IT Services MOU</li> <li>- Studentcare Services and Brokering Contract</li> <li>- Excluded Staff Reports</li> </ul> </li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	First Year Engagement Committee, 10-26-2020
<b>Parties Attending</b>	Haider Masood (FCAT Rep.), Gabe Liosis (VP University Relations)
<b>Meeting Length (Hrs)</b>	0.25 Hrs
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- No Quorum, meeting was not called to order.</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Special Senate Meeting, 10-26-2020
<b>Parties Attending</b>	Members of the SFU Senate
<b>Meeting Length (Hrs)</b>	1 Hr
<b>Reason</b>	Vote on Proposed Extension of between semester break
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- The Senate voted on a resolution to move the start date of the Spring 2021 semester by 6 days.</li> <li>- Resolution was <b>Approved</b>.</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Operations Organizer Interview, 10-26-2020
<b>Parties Attending</b>	President Osob Mohamed, VP University Relations Gabe Liosis, Science Rep. WeiChun Kua, VP Finance Corbett Gildersleve
<b>Meeting Length (Hrs)</b>	1.0 Hrs
<b>Reason</b>	<ul style="list-style-type: none"> <li>- Interview Candidate</li> </ul>
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Interviewed Candidate</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Ed/Gabe C19C Chat, 11-27-2020
<b>Parties Attending</b>	VP University Relations Gabe Liosis, Ed Graham (TSSU)
<b>Meeting Length (Hrs)</b>	0.5 Hrs
<b>Reason</b>	Discuss COVID-19 Coalition Plans
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Discussed: <ul style="list-style-type: none"> <li>- C19C General Assembly</li> <li>- Recruiting folks to the Coalition</li> <li>- Spring term plans</li> </ul> </li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Build SFU Building Committee, 11-27-2020
<b>Parties Attending</b>	Chief Facilities Officer Larry Waddell, AVP Academic Wade Parkhouse, Senior Director Students and International Erin Biddlecomb, Project Manager James Bremner, SUB Building Manager John Walsh, SFSS VP Finance Corbett Gildersleve, SFSS VP University Relations Gabe Liosis, SFSS VP Student Services Matt Provost
<b>Meeting Length (Hrs)</b>	0.75 Hrs
<b>Reason</b>	Regularly Scheduled Meeting (Last Regularly Scheduled Meeting of this Committee)
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Open Session: <ul style="list-style-type: none"> <li>- Received Project Update from James Bremner (SFU Project Manager)</li> </ul> </li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Gabe: Send Minute Amendments to Admin. Assistant.</li> </ul>

<b>Meeting, Date</b>	SFSS Board of Directors, 11-27-2020
<b>Parties Attending</b>	Members of the Board of Directors, SFSS Staff Members
<b>Meeting Length (Hrs)</b>	3.75 Hrs
<b>Reason</b>	Regularly Scheduled Biweekly Board Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Presentations <ul style="list-style-type: none"> <li>- Steps Forward presented on how their students can receive the benefits of SFSS Membership</li> <li>- Level Playing Field presented on their accessibility audit</li> </ul> </li> <li>- Motions: <ul style="list-style-type: none"> <li>- <b>Approved</b> a motion to appoint new Student At-Large members to the First Year Engagement Committee</li> <li>- <b>Approved</b> a motion to endorse Emancipation Day petition</li> <li>- <b>Approved</b> a motion to endorse ban the bottle letter</li> <li>- <b>Approved</b> a motion to pursue a SUB accessibility audit</li> <li>- <b>Approved</b> a motion to amend the SFSS General Election dates due to SFU Spring 2021 calendar date shift</li> </ul> </li> <li>- Notice of Motion: <ul style="list-style-type: none"> <li>- Amendments to the SFSS Elections Policies</li> </ul> </li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Operations Organizer Interview, 11-27-2020
<b>Parties Attending</b>	President Osob Mohamed, VP Finance Corbett Gildersleve, Science Rep. WeiChun Kua, VP University Relations Gabe Liosis
<b>Meeting Length (Hrs)</b>	1.25 Hrs
<b>Reason</b>	Second Scheduled OO Interview
<b>Summary and Outcome</b>	- Interview with Candidate #2
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Operations Organizer Hiring Committee Meeting, 11-29-2020
<b>Parties Attending</b>	President Osob Mohamed, VP Finance Corbett Gildersleve, Science Rep. WeiChun Kua, VP University Relations Gabe Liosis
<b>Meeting Length (Hrs)</b>	0.5 Hrs
<b>Reason</b>	Decide which Candidate to hire
<b>Summary and Outcome</b>	- Made decisions regarding preferred candidates.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Academic Integrity Working Group
<b>Parties Attending</b>	Members the Academic Integrity Working Group
<b>Meeting Length (Hrs)</b>	1.0 Hr
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- University Board on Student Discipline (UBSD) Chair came to speak to the Working Group and answer questions on academic integrity</li> <li>- UBSD is overloaded with cases right now: <ul style="list-style-type: none"> <li>- Looking to expand Board to help Chair the backlog of cases</li> <li>- Many UBSD appeals are based on circumstantial evidence, often getting dismissed because of lack of evidence.</li> </ul> </li> </ul>
<b>Next Steps</b>	N/A

## Projects and Events

<b>Project/Event Title</b>	Transition Steering Committee Preparations
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- Drafting Terms of Reference for TSC Working Groups</li> <li>- Preparing Meeting for 11-24-2020 TSC meeting</li> </ul>
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	Nov. 24 - 0.75 Hrs

<b>Project/Event Title</b>	Governance Committee Preparations
<b>Updates and Upcoming Plans</b>	- Preparing for 11-25-2020 Governance Meeting
<b>Relevant Strategic Priorities</b>	Organizational Development
<b>Total Time (Hrs)</b>	Nov. 25 - 0.75 Hrs

## At-Large Representative (Balqees Jama)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Equity, Diversity, and Inclusion Specialist Feedback, Nov 18
<b>Parties Attending</b>	Balqees Jama (At-Large), Osob Mohamed (President), and Erin Biddlecombe ( SFU Senior Director, Office of the Vice Provost Students & International)
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	To give input on the development of the EDI Specialist role
<b>Summary and Outcome</b>	<p>Osob and I shared our input on the job description and the hiring process. The initial draft Erin sent us of focus areas of the role and the ideas to respectfully include students in the process were a good starting point. These kinds of roles are high rates of burnout, emotional labour, and turn over, so it needs to be a well-supported role.</p> <p>It was a productive conversation and Erin said that our suggestions were doable, except potentially changing the job description due to SFU HR issues. These kinds of roles are high rates of burnout, emotional labour, and turn over, so it needs to be a well-supported role. SFSS hoped to see more of the specifics of anti-oppression and social justice directly in the vague JD, but Erin explained that despite 3 months of negotiation with HR, if we want this role to have the same pay grade, SFU needs to use general job description. I highlighted that is an example of systemic oppression - not valuing equity work the same way as other work and only allowing watered-down corporate EDI initiatives to be given resources.</p> <p>However, the compromise if the JD cannot be changed is that SFU can include a separate document that goes on postings to clarify more what the role does.</p> <p><b>Here were Osob and my suggestions</b> at the meeting.</p> <p><b>Job description suggestions:</b></p> <ul style="list-style-type: none"><li>● Add in the required qualification to <b>include that applicants have 3+ years experience</b> working in EDI or anti-racism and/or anti-oppression roles rather than just saying they have an understanding.</li><li>● Add areas of focus directly in the JD so the posting attracts appropriately qualified candidates</li></ul> <p>Along with the <b>areas of focus</b> Erin listed in initially, the EDI Specialist role must also:</p> <ul style="list-style-type: none"><li>● Work with various departments at SFU Black Student Success Centre<ul style="list-style-type: none"><li>○ cross department collaboration as part of ensuring intersectional approach</li></ul></li><li>● Institutionalize consultation (in policy) with equity groups, including Indigenous groups</li><li>● Work with VP Academic to decolonize courses</li><li>● Work with leadership to determine who speaks and is allowed on campus...<ul style="list-style-type: none"><li>○ to protect marginalized groups</li><li>○ create policy ensuring safety hate speech</li></ul></li><li>● Help create appropriate reporting mechanism for racist incidents</li><li>● Work with senior leadership to develop anti-oppression/ EDI training for all new staff + faculty</li></ul> <p><b>Suggestions on the process:</b></p> <ul style="list-style-type: none"><li>● Include the Student Athlete Advisory Committee (SAAC) Athletes especially BIPOC athletes as they have a unique experience and are</li></ul>

	<p>typically excluded on campus</p> <ul style="list-style-type: none"> <li>• Keep groups updated on any major developments, even if they don't respond!</li> <li>• Invite students at respectful times, bare minimum 2 weeks notice for sudden consultations, but ideally 4 weeks for planned things</li> <li>• Invite 1 representative from each groups to be on the search committee: SFSS BIPOC Committee, SOCA/ASA, FNSA, OOC, DNA, the faith communities [<i>reach out to MSA separately from IFC because while they have a relationship, MSA does not have a direct link to SFU via chaplain support..yet</i>], as well as the GSS.</li> <li>• On search committee, prioritize students over admin</li> <li>• Prioritize BIPOC staff/admin on search committee</li> <li>• Ensure that there's accountability for problematic/racially violent things (we'll talk about what that can look like soon)</li> <li>• We suggested and agreed upon a \$350 stipend for approximately ~10hrs for students on the search committee. More compensation if more hours are required.</li> <li>• Have optional resources / time set aside for BIPOC students to debrief after meetings. <ul style="list-style-type: none"> <li>◦ We're glad to know that we can have a racialized counsellor [Tricia K Williams] paid to facilitate these.</li> </ul> </li> </ul>
<b>Next Steps</b>	Erin to email us back after her meeting with SFU HR. Start search committee.

<b>Meeting, Date</b>	Board Organizer Hiring Committee, Nov 20
<b>Parties Attending</b>	Balqees Jama (At-Large), Osob Mohamed (President), Matt Provost (VP Student Services), Nafoni Modi (Health Science Rep)
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	To narrow down our top candidates
<b>Summary and Outcome</b>	We shared and discussed the BO candidates' applications , and selected a handful of candidates via consensus that we want to interview.
<b>Next Steps</b>	Finalize interview questions and invite the candidates for the interview

<b>Meeting, Date</b>	BIPOC Committee, Nov 30
<b>Parties Attending</b>	Balqees Jama (At-Large Rep), Matt Provost (VP Student Services), Nafoni Modi (Health Science Rep, Anuki Karunajeewa ( Environment Rep, Jennifer Chou (VP Student Life); At-Large Committee Members: Victor Yin, Nimri Basra; LJ (Transition Manager)
<b>Meeting Length (Hrs)</b>	2 hrs
<b>Reason</b>	Regularly scheduled meeting



## Summary and Outcome

Received and filed **minutes** from BIPOC Meeting 2020-10-19

New Business:

### **BIPOC Committee Student Support Coordinator**

Passed a motion for the BIPOC committee to recommend that the Board works with the Black community and the SOCA Executives to strike a hiring committee for the Black Student Support Coordinator and create a job description in line with the "BN - 30-11-2020 BIPOC Committee Black Student Support Coordinator".

- Passed unanimously
- The Board voted on [June 12, 2020](#) to look into the hiring of a Black student support staff person to assist in effective support, advocacy and service delivery for the space that has been allocated for the SFSS Students of Caribbean and African Ancestry (SOCA) constituency group in the new Student Union Building,
- SOCA is a constituency group where labour to maintain and operate it falls fully on Black students, who are already navigating systemic barriers and racial trauma. The Black Student Support Coordinator would provide adequate support
- The SFSS has had a similar model with the First Nations Student Association (FNSA) Coordinator providing support alongside the FNSA Council on behalf of Indigenous students

### **Supporting Indigenous Students Through "Let Us Speak" Campaign**

Passed a motion that the BIPOC Committee endorse the "Let Us Speak" campaign and petition. The committee further recommended that the Board endorses and distributes "Let Us Speak" campaign materials.

- I'm personally really proud of FNSA Council and Indigenous students for doing the work [that they have been burdened with]. Their voices are being heard and I'm happy to be supported as a Board. Can't even imagine this being a possibility before. #BlackIndigSolidarity :)

**Discussion Items:**

### **Anti-Racism Training for Student Groups**

- Jennifer wants to get the ball rolling with what this could look like
- I mentioned that VP Equity would be in charge of setting up anti-oppression training for Council, clubs/DSU's, and staff in the future. I'm grateful Jen is thinking ahead!

### **Black History Month**

- Jennifer is asking for BIPOC committee's input on behalf of Events Committee
- Jen already reached out to SOCA and ASA; SOCA has responded interested in collaborating so far
- Shared some ideas
- It's Important that BHM centres and celebrates African heritage; not made an anti-racism spectacle for non-Black people

### **Seat for Out On Campus on BIPOC Committee**

- Victor suggested that Out on Campus (OOC) have a voting seat at the BIPOC Committee, and asked for the committee's input. His reasoning is that it would help increase intersectionality. He cannot separate their POC-ness from their queerness.
- I disagreed with the idea, and responded with concern regarding how to implement this policy equitably and safely. In the case that there are years with no BIPOC on the OOC Collective, which has happened before and will likely happen again, I do not want to create a situation where a white person can have a vote on this particular committee; That would centre whiteness in a space that is supposed to be created and protected for BIPOC.
- Matt also has concerns with it for the same reason, and highlighted that the

	<p>reason this committee was established is because other groups/spaces, including Out on Campus and the Women’s Centre, do not include BIPOC.</p> <ul style="list-style-type: none"> <li>• Matt and I touched on how even the other equity groups, including OOC, have a problematic recent history of excluding and directly harming BIPOC.</li> <li>• Unfortunately, there was disturbing language used and blatant gaslighting that occurred in the meeting against me and Matt. We were being painted as oppressive when we were trying to focus on the issue of equitable policy implementation at hand.</li> <li>• I was called “hostile”, a frustrating and unfair <a href="#">microaggression against Black women</a>, for “having the worst assumptions” [of Out on Campus and LGBTQIIA+], when I was trying to protect this BIPOC space from centering whiteness. I was disappointed that even in a space created by Black/Indigenous folks, meant to centre Black/Indigenous experiences, Me and Matt’s fears were dismissed as if they are baseless and not rooted in realities of power dynamics today. Those power dynamics certainly showed in this conversation too.</li> <li>• Matt and I emphasized that we should be intersectional in our equity approach, but working towards inclusion must be done in a way that doesn’t further exclude those already most marginalized. We expressed that the onus is also on other groups to include BIPOC in the first place and that we should not be doing all the anti-racism work.</li> <li>• As chair, I was asked if establishing this seat for OOC is possible. I made it clear that it is as long as a motion is passed at the Board table.</li> <li>• I also followed up with the committee via email the next day with a policy draft if the committee chooses to move forward with this. In the email, I also linked the committee to the Nov 30 meeting recording, and pointed out the gaslighting that occurred. I expressed my hope for the rest of this conversation, and future ones, that there would be more focus on a solution-oriented approach and research on matters around how to preserve the mandate of the BIPOC committee in the future.</li> </ul> <p><b>Emancipation Day Petition</b> and Action Items</p> <ul style="list-style-type: none"> <li>• Reminder to share the petition</li> </ul>
<b>Next Steps</b>	N/A

## Projects and Events

<b>Project/Event Title</b>	Black Student Support Coordinator
<b>Updates and Upcoming Plans</b>	BIPOC Committee passed a motion to recommend that the Board establish a unionized role of Black Student Support Coordinator. The motion also recommended establishing a Black Student Support Centre.
<b>Relevant Strategic Priorities</b>	Organizational Development Student Wellbeing
<b>Total Time (Hrs)</b>	5 hrs

## At-Large Representative (Phum Luckkid)

### Meeting Summary and Comments

<b>Meeting, Date</b>	MSA Committee meeting, Nov 17th
<b>Parties Attending</b>	Members Services Coordinators, MSAC
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	MSA meeting
<b>Summary and Outcome</b>	<p>Club/DSU Funding Routes</p> <ul style="list-style-type: none"> <li>- Discussed the methods in which Clubs/DSU's are acquiring funding for their event. While it should always be Coordinators first and then going to board, some groups are going to board before sending a grant.</li> <li>- This is allowed but only through the events committee</li> </ul> <p>Granting Timelines</p> <ul style="list-style-type: none"> <li>- MSC Clubs Ricky suggested that more clarification is needed on the timeline, specifically, he wanted groups to know that the SFSS will usually make an extension of the deadline by 1 or 2 days or in special circumstances. Groups that miss the deadline usually make a fake event time which is problematic</li> </ul> <p>Bystander Intervention and Allyship Workshop</p> <ul style="list-style-type: none"> <li>- VP Student life jennifer discussed hosting a workshop for Club/DSU execs on Sexual harassment bystander intervention. Will be advertised through members services</li> </ul>
<b>Next Steps</b>	Continue work on scheduling bystander intervention workshop

<b>Meeting, Date</b>	Events Committee meeting, Nov 18th
<b>Parties Attending</b>	SFSS Events Committee
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	Events Committee meeting
<b>Summary and Outcome</b>	<p>Fall Paint Night</p> <ul style="list-style-type: none"> <li>- Restarting this project since the other group assigned on this project in the committee (which includes myself) were too busy with other projects. Recruited new project members</li> </ul> <p>IATSU Club Collaboration</p> <ul style="list-style-type: none"> <li>- IATSU wanted to receive board funding through an events collaboration, the committee decided to seek a grant rereview from the members services coordinators instead</li> </ul> <p>Christmas Food Packages for Residence Students</p> <ul style="list-style-type: none"> <li>- Thinking of creating an in-person event to give food to students living on residence</li> <li>- We're pretty sure this is not allowed so this idea will likely not happen</li> </ul> <p>Meditation and Mindfulness Workshop</p> <ul style="list-style-type: none"> <li>- Transition manager Lawrence was thinking of hosting a meditation workshop, idea was supported by the committee</li> </ul> <p>Many many events update from the many many events</p> <ul style="list-style-type: none"> <li>- There's like an event happening every day, some of which I do not remember</li> </ul>

<b>Next Steps</b>	Follow through on the many event we are planning in December
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<b>Meeting, Date</b>	Accessibility Committee meeting, Nov 24th
<b>Parties Attending</b>	Accessibility committee
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	AC meeting
<b>Summary and Outcome</b>	<p>Presentation from Level Playing Field</p> <ul style="list-style-type: none"> <li>- Heard a presentation from prospective accessibility auditors Level Playing Field</li> <li>- Asked them many questions about their experience, the certifications they give, and their thoughts on conducting a virtual audit for the SUB (which has not been occupied)</li> <li>- Asked them about the student accessibility survey they wish to conduct</li> </ul>
<b>Next Steps</b>	Hear the same presentation again at board, give approval at board that the Accessibility committee is satisfied with our auditors

<b>Meeting, Date</b>	FASC Committee meeting, Nov 25th
<b>Parties Attending</b>	FASC Committee
<b>Meeting Length (Hrs)</b>	.5
<b>Reason</b>	FASC meeting
<b>Summary and Outcome</b>	<p>Moved forward with investment plan from last FASC meeting, will approve at board</p> <p>2021-2022 Budget</p> <ul style="list-style-type: none"> <li>- Adjusted the budget for the next board year to be congruent with bylaw changes and other board policy changes such as FIC student SFSS membership</li> </ul> <p>Emergency Covid Funding</p> <ul style="list-style-type: none"> <li>- Briefly discussed exploring funding options for students who are experiencing financial difficulty due to COVID-19 in the next board year due to general decreased SFSS spending</li> </ul>
<b>Next Steps</b>	Approve investment plan at board, continue work on 2021 budget

## Projects and Events

<b>Project/Event Title</b>	SFU Anime Club
<b>Updates and Upcoming Plans</b>	The club hosted a games night as our november event where members and execs hosted online games such as Phasmophobia, Among Us, and Chess!
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	1

<b>Project/Event Title</b>	SFSS Music Club Storage Space
<b>Updates and Upcoming Plans</b>	<p>SFU Choir expressed a need for a storage space to store their musical equipment</p> <ul style="list-style-type: none"> <li>- This was something music clubs had given to them by SFU up until COVID</li> <li>- Did some emailing, messaging old and current execs to investigate the nature of this agreement with SFU in an attempt to re-engineer another agreement for future years</li> <li>- Provided information about this during the board meeting</li> </ul>
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	2

<b>Project/Event Title</b>	What is a project
<b>Updates and Upcoming Plans</b>	At-Large Representative Phum Luckkid spent very little time working on projects choosing instead to do (or attempt to muster the willpower to do) homework
<b>Relevant Strategic Priorities</b>	N/A
<b>Total Time (Hrs)</b>	0.0000

## Applied Science Representative (Harry Preet Singh)

### 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)	

## Arts & Social Sciences Representative (Sude Guvendik)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Council Meeting- Nov 18th 2020
<b>Parties Attending</b>	Council and Board members + guests
<b>Meeting Length (Hrs)</b>	30 mins
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	Motions: EVSCSU and BESU Common Room Space Eviction Black and Indigenous Organizations Donation
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	SASS Meeting- Nov 27th 2020
<b>Parties Attending</b>	SASS board members
<b>Meeting Length (Hrs)</b>	3 hrs
<b>Reason</b>	Discuss eviction of BESU and EVSCSU and the new DSU structure
<b>Summary and Outcome</b>	Discussion Topics: <ul style="list-style-type: none"><li>- The consent agenda and when the new document will be ready for Spring</li><li>- Brainstorming for semester events for January, as well as end of semester events for April</li><li>- Fass.engage discord 'random' channels have been moved to the SASS discord server</li><li>- New second-year is elected into the SASS team. They held bi-elections and are still accepting applications from interested students</li></ul>
<b>Next Steps</b>	<ul style="list-style-type: none"><li>- Contact Brian Fox</li></ul>

<b>Meeting, Date</b>	DSU meeting- Nov 27th 2020
<b>Parties Attending</b>	DSU execs/members/FASS reps and EPA
<b>Meeting Length (Hrs)</b>	2 hrs
<b>Reason</b>	Regular Bi-weekly meeting
<b>Summary and Outcome</b>	Discussion Topics: <ul style="list-style-type: none"><li>- Arts Central updates ( upcoming elections, Discord moderation training, CCR, Journals)</li><li>- Updates from DSUs: -&gt;PSU; October/November/ December events (Skills Night, Horror Movie night, Haunted PSU, PSU Psych Trivia, Skincare Social) -SFSS Large event policy: -&gt; The SFSS is working on a large event policy that would make it easier to host large events like FASS on a Boat or FASS Formal.</li></ul>

	<p>- DSU Space Campaign (discussed at SFSS Council)</p> <p>-&gt;Talk with DSU and Council Reps so that Council Reps can voice their support (and reasoning behind the support) at the next Council meeting</p> <p>-&gt; Feedback on the Briefing note that Science Rep prepared</p>
<b>Next Steps</b>	Talk with Weichun about the Feedback

<b>Meeting, Date</b>	SFSS Board Meeting- Nov 27th 2020
<b>Parties Attending</b>	SFSS board of directors, guests and presenters, staff
<b>Meeting Length (Hrs)</b>	4 hrs
<b>Reason</b>	Regular scheduled meeting
<b>Summary and Outcome</b>	<p>Motions:</p> <ul style="list-style-type: none"> <li>- Appointed Student At-large members to the First Year Engagement Committee</li> <li>- Voted to support and endorse Emancipation Day campaign petition at the House of Commons</li> <li>- Voted in support to eliminate the sale of pre-filled water bottles at the SFU campuses</li> <li>- Approved funding to hire Level Playing Field Inc. for the SUB accessibility audit</li> <li>- Voted in favor to push back the dates for the Executive Committee General Elections for the Spring 2021 semester</li> <li>- Appointed SFSS President as the ex-officio member of all committees of the Society</li> <li>- Approved using the Enhanced Student Care travel program for the 2020/2021 policy year</li> <li>- Approved the Investment Policy Implementation Plan</li> <li>- Discussed SFSS Emergency Funding for Fall 2020 and Music Group storage. Level Playing Fields Inc. and Steps Forward presented to us.</li> </ul> <p>Discussions:</p> <ul style="list-style-type: none"> <li>- SFSS Emergency Funding for Fall 2020</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	External Committee Meeting Nov 20th 2020
<b>Parties Attending</b>	ECAC members, staff
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Regular Meeting
<b>Summary and Outcome</b>	<p>Discussion Topics:</p> <ul style="list-style-type: none"> <li>- Upass(Spring 2021) and Gondola Open House</li> <li>- Updates on letter to the minister of education and John Horgan</li> <li>- Operation grants meeting with Katrina Chen</li> <li>- Post grad work permit with Terry Beach( International students are only issued PGWP once and it cannot be renewed, write a letter with SFU Graduate Society to immigration minister and extend work permit and to include ci-op and part time work hours towards permanent residency)</li> </ul>



<b>Next Steps</b>	N/A
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<b>Meeting, Date</b>	Check-in with Osob- Nov 30th 2020
<b>Parties Attending</b>	Osob
<b>Meeting Length (Hrs)</b>	1 hr
<b>Reason</b>	Scheduled meeting
<b>Summary and Outcome</b>	Discussions: <ul style="list-style-type: none"> <li>- FASS Dean Search committee and students survey</li> <li>- Contact Mehtaab and talk about the content of the survey if sustainability could be included in the FASS survey</li> <li>- Questions for the Dean interview</li> <li>- New projects ECAC (talk with the chair, Samad)</li> </ul>
<b>Next Steps</b>	<ul style="list-style-type: none"> <li>- Request the survey from the Dean Search committee</li> </ul>

## Projects and Events

<b>Project/Event Title</b>	First-year Panels
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- Canceled the firs panel on exam tips as panelists were busy due to exams</li> <li>- Upcoming panels for January</li> <li>- I will be contacting DNA/Global Students Center and FASS EPAs again</li> </ul>
<b>Relevant Strategic Priorities</b>	<ul style="list-style-type: none"> <li>- Student engagement</li> </ul>
<b>Total Time (Hrs)</b>	1 hr

## Business Representative (Mehtaab Gill)

### Meeting Summary and Comments

<b>Meeting, Date</b>	November 25, SCC Meeting
<b>Parties Attending</b>	SCC members, and staff (Shelley)
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	Bi-weekly meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Plan events for Dec, Jan and feb</li><li>- Roundtable discussion for event ideas and thoughts</li><li>- Approve \$100 for bingo giveaway</li></ul>
<b>Next Steps</b>	Plan next meeting

<b>Meeting, Date</b>	November 25 FASC Meeting
<b>Parties Attending</b>	FASC members
<b>Meeting Length (Hrs)</b>	1
<b>Reason</b>	Monthly meeting
<b>Summary and Outcome</b>	-
<b>Next Steps</b>	n/a

### Projects and Events

<b>Project/Event Title</b>	Follow-up on Board Meeting
<b>Updates and Upcoming Plans</b>	Review agenda and meeting minutes
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	2.5

<b>Project/Event Title</b>	Pandemic Student Perspective Storybook
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"><li>- Reviewed final edition</li><li>- Discussed objectives/goals to market</li><li>- Sought support of SFSS to publish project</li></ul>
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	1.5

<b>Project/Event Title</b>	Associate Dean Meeting
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"><li>- Listen to student concerns</li><li>- Plan meeting objectives/goals</li></ul>
<b>Relevant Strategic Priorities</b>	Student Engagement
<b>Total Time (Hrs)</b>	1.5

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

### Meeting Summary and Comments

<b>Meeting, Date</b>	[Nov 18] Events committee meeting
<b>Parties Attending</b>	Committee members, Society staff (Lawrence Jones), Communication coordinator (Dipti), IATSU exec (Firm Kongthong)
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regularly Scheduled meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>• Motion passed to approve \$100 for an event hosted by FYEC (What I wish I knew in my first year: Enrolment and Exam tips). Event will be focused towards first year students.</li><li>• IATSU presentation (events committee collaboration): The amount requested was very high. They already have \$1050 approved but need \$1033 more. After a lot of healthy discussion, the members voted to refer them to the club grant and declined the collaboration with IATSU.</li></ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	[Nov 27th] SFSS Board of Directors meeting
<b>Parties Attending</b>	Board members and society staff
<b>Meeting Length (Hrs)</b>	4 hours
<b>Reason</b>	Regularly scheduled meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>• Presentation from the auditors regarding SUB Accessibility.</li><li>• Motion approved regarding enhanced student care Travel program.</li><li>• Board also voted in favour of endorsing the Emancipation Day Campaign Petition.</li><li>• Board voted in favour to approve a letter of support to eliminate the sale of pre-filled water bottles at the SFU campus.</li><li>• VP Student Life Jennifer Cho gave an update on the events committee.</li><li>• Discussions around election dates change.</li></ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	[Nov 25th] PSA (Pakistani Student Association) club meeting
<b>Parties Attending</b>	Club members and volunteers
<b>Meeting Length (Hrs)</b>	35 min
<b>Reason</b>	Regularly scheduled meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>• Discussions around increasing online engagement. Posting trivia questions</li></ul>

	<p>and facts about pakistan and promoting the culture.</p> <ul style="list-style-type: none"> <li>• Discussions around January events (Kahoot quiz-Pakistan themed)</li> </ul>
<b>Next Steps</b>	

## Projects and Events

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

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

## Education Representative (Emerly Liu)

### Meeting Summary and Comments

<b>Meeting, Date</b>	[November 18] Events Committee meeting
<b>Parties Attending</b>	Events Committee members (SFSS VP Student Life, Education Representative, At-Large Representative, FCAT Representative, Students At-Large)
<b>Meeting Length (Hrs)</b>	1.5 hours
<b>Reason</b>	Bi-weekly
<b>Summary and Outcome</b>	Motions - Approved funding for the First Year Engagement Committee panelist event - did not approve IATSU Club Collaboration request - Approved funding for SFSS Holiday Giveaways - Rasam Soup Food Workshop Discussion - Fall Paint Night - Social Media Campaigns - SVSPO Campaign - Red Bull Collaboration - Lantern Making Workshops - Christmas Food Packages for Students In Residence - Meditation and Mindfulness Workshop - Club Collaborations for November
<b>Next Steps</b>	Complete post-event report for SFSS x Esports x CAC collaboration

<b>Meeting, Date</b>	[November 23] Faculty Council
<b>Parties Attending</b>	Faculty of Education
<b>Meeting Length (Hrs)</b>	2.5 hours
<b>Reason</b>	Monthly
<b>Summary and Outcome</b>	Motion - Proposal: MEd Curriculum and Instruction in Post-Secondary Discussion - Curriculum review: continued
<b>Next Steps</b>	Report back to ESA

<b>Meeting, Date</b>	[November 24] Accessibility Committee meeting
<b>Parties Attending</b>	Accessibility Committee members (SFSS VP Student Life, VP Services, Education Representative, At-Large Representative, Students At-Large), Level Playing Field Inc. representatives
<b>Meeting Length (Hrs)</b>	1.75 hours
<b>Reason</b>	Bi-weekly

<b>Summary and Outcome</b>	ACCESSIBILITY - 1.75 hours Motions - Approved to appoint Level Playing Field Inc. as the auditor for the SUB Accessibility Audit and recommend to the SFSS Board - Approved funding for CART captioning for SFU DNA meetings Presentation - Level Playing Field Inc.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	[November 27] SFSS Board meeting
<b>Parties Attending</b>	SFSS Board of Directors, SFSS Staff
<b>Meeting Length (Hrs)</b>	4 hours
<b>Reason</b>	Bi-weekly
<b>Summary and Outcome</b>	Presentations - Level Playing Fields Inc. - Steps Forward Motions - Appointed Student At-large members to the First Year Engagement Committee - Voted to support and endorse Emancipation Day campaign petition at the House of Commons - Voted in support to eliminate the sale of pre-filled water bottles at the SFU campuses - Approved funding to hire Level Playing Field Inc. for the SUB accessibility audit - Voted in favor to push back the dates for the Executive Committee General Elections for the Spring 2021 semester - Appointed SFSS President as the ex-officio member of all committees of the Society - Approved using the Enhanced Studentcare travel program for the 2020/2021 policy year - Approved the Investment Policy Implementation Plan Discussion - SFSS Emergency Funding for Fall 2020 - Single-Use Plastics at SFU - Music Group storage
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	[November 30] ESA meeting
<b>Parties Attending</b>	ESA members
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Bi-weekly
<b>Summary and Outcome</b>	Discussion - EDUCFAM Feud event debrief - "Knowvember" prize draw - Student Union Space Campaign - Faculty Appreciation padlet - "Knowvember" survey event ideas for December - Ugly Christmas sweater contest - Exec social

<b>Next Steps</b>	Set up padlet
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## Projects and Events

<b>Project/Event Title</b>	[November 24] ESA event
<b>Updates and Upcoming Plans</b>	- Family Feud-inspired trivia games - 21 students participated
<b>Relevant Strategic Priorities</b>	Student engagement
<b>Total Time (Hrs)</b>	3 hours

<b>Project/Event Title</b>	SFU Esports x CAC x SFSS Spellbound Game Nights
<b>Updates and Upcoming Plans</b>	- Debriefed with the SFU Esports Co-President - Completed post-event report for the Events Committee <a href="https://docs.google.com/document/d/1ki0lmZeqy2gf2KknkV33DcNa9drvSzE7MOrC_05iQzA">https://docs.google.com/document/d/1ki0lmZeqy2gf2KknkV33DcNa9drvSzE7MOrC_05iQzA</a>
<b>Relevant Strategic Priorities</b>	- Student engagement
<b>Total Time (Hrs)</b>	1 hour

<b>Project/Event Title</b>	Faculty of Education PDP Anti-Racism initiative
<b>Updates and Upcoming Plans</b>	- No new information - Curriculum review will look at ecological EDI, anti-racism, and anti-oppression
<b>Relevant Strategic Priorities</b>	University relations
<b>Total Time (Hrs)</b>	N/A

<b>Project/Event Title</b>	OER Campaign
<b>Updates and Upcoming Plans</b>	- October 16: Faculty Representatives distributed survey emails - 5 Faculty of Arts and Social Sciences instructors have filled out the survey as of now - FARM reps will potentially resend the surveys in the new semester - Met with the Education Director of Undergraduate Programs, Faculty Liaison Librarian, and Chair of OER Working Group to discuss how to promote and support Faculty with OER and collaborate in the future - 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
<b>Relevant Strategic Priorities</b>	- Student engagement, student well-being, student financial health
<b>Total Time (Hrs)</b>	N/A



<b>Project/Event Title</b>	Psycho-educational Assessments (PEA)
<b>Updates and Upcoming Plans</b>	<ul style="list-style-type: none"> <li>- Studentcare is still waiting on Pacific Blue Cross to answer our questions about registered psychologists and streamlining processes</li> <li>- Reviewed document that Studentcare provided outlining the new PEA process</li> <li>- Sarah (SFSS Campaigns, Research, and Policy Coordinator) and I provided feedback</li> <li>- Plan is to have Studentcare attend the next Accessibility Committee meeting to discuss and recommend to the Board</li> <li>- Completed policy will be brought to the Governance Committee for review</li> </ul>
<b>Relevant Strategic Priorities</b>	- Student well-being, student financial health
<b>Total Time (Hrs)</b>	1 hour

# Environment Representative (Anuki Karunajeewa)

## Meeting Summary and Comments

<b>Meeting, Date</b>	Reuse for Good (RFG) Task Force Meeting November 23, 2020 3:30pm
<b>Parties Attending</b>	Kayla Blok, Mark McLaughlin, SFU ban the bottle execs, GSS, DNA, guests and myself
<b>Meeting Length (Hrs)</b>	30 min
<b>Reason</b>	Updates on Ban the Bottle
<b>Summary and Outcome</b>	<p>share some updates, including SFU's plans to eliminate plastic water bottles from Dining &amp; vending by <b>Dec 31, 2020</b>, and to get everyone's input/feedback into the plans and obtain consensus.</p> <ul style="list-style-type: none"> <li>- With covid they disabled the touch points on water bottle stations but you can still fill your bottle.</li> <li>- More water bottle filling units/stations over the summer in critical areas on campus</li> <li>- Residences will still use plastic water bottles in covid packages for sick students</li> <li>- But dining units will not have plastic water bottles</li> <li>- They spoke with DNA. Spoke about having more accessible water bottles being sold, they would have a handle and be lightweight. They would have other options and materials. In terms of allergies, having no paint on the bottles, and having some plastic options for lounges, spaces and the SUB. Having correct training and signage was spoken about; signage will clearly communicate that plastic options will be there as an option for people who need it. This is a similar approach to how they are approaching plastic straws.</li> <li>- Because of covid they are not allowing people to place water bottles near the mouth of the water machine, so they are providing plastic cups to fill the water bottles with, so they are still using plastic to fill personal water bottles.</li> <li>- Communications plan - updating training materials for the next phase of the project; there is a plan in place.</li> <li>- First phase is plastic water bottles and next step is juice, pop and gatorade</li> </ul>
<b>Next Steps</b>	Draft motion to ask board for letter of support

<b>Meeting, Date</b>	Meeting with Skye and Evan November 19, 2020
<b>Parties Attending</b>	Skye Noah, Evan McFee, and myself
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Discussion and advice
<b>Summary and Outcome</b>	<p>Been in contact with B-Jae Kelly, Faculty liaison, has been dealing with the common room issue</p> <ul style="list-style-type: none"> <li>- Want open educational resources, prof links to OER             <ul style="list-style-type: none"> <li>- Education rep was leading this initiative</li> </ul> </li> <li>- I said I can help with promotion             <ul style="list-style-type: none"> <li>- SFSS has a communication person</li> <li>- Recommends biweekly meetings</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>- Discuss the first steps and the whole process, get those people involved in those meetings</li> <li>- Allocate action items</li> <li>- Resources for a SUBU club? <ul style="list-style-type: none"> <li>- Making connections within that small group</li> <li>- Planning out execs/positions</li> <li>- Social media group within that group, stay connected online</li> </ul> </li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Geography student union (GSU) meeting November 25, 2020
<b>Parties Attending</b>	GSU execs, and myself
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Inquire about supporting save our space campaign
<b>Summary and Outcome</b>	Briefed them about the campaign and asked if they would support and they agreed Discussed GSU upcoming events and courses
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	UAA meeting november 26, 2020
<b>Parties Attending</b>	UAA committee members, staff and myself
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regular scheduled meeting
<b>Summary and Outcome</b>	Discussed tuition increases and plans from covid 19 coalition Update on gondola project.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Students against tmx november 26, 2020
<b>Parties Attending</b>	DogwoodSFU execs, Justice no Pipeline execs, WeiChun Kua, new student and myself
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regular scheduled meeting
<b>Summary and Outcome</b>	We had a new student who sat in the meeting. He was interested in joining our team. This was the last meeting of this semester. Discussed social media updates, TMX Tank Farm safety meeting with Mark LaLonde and Martin Pochurko, and legal injunction letter of support.
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	SFSS board of directors meeting november 27, 2020
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<b>Parties Attending</b>	SFSS board of directors, guests and presenters, staff and myself
<b>Meeting Length (Hrs)</b>	4 hours
<b>Reason</b>	Regular scheduled meeting
<b>Summary and Outcome</b>	<p>Motions</p> <ul style="list-style-type: none"> <li>- Appointed Student At-large members to the First Year Engagement Committee</li> <li>- Voted to support and endorse Emancipation Day campaign petition at the House of Commons</li> <li>- Voted in support to eliminate the sale of pre-filled water bottles at the SFU campuses</li> <li>- Approved funding to hire Level Playing Field Inc. for the SUB accessibility audit</li> <li>- Voted in favor to push back the dates for the Executive Committee General Elections for the Spring 2021 semester</li> <li>- Appointed SFSS President as the ex-officio member of all committees of the Society</li> <li>- Approved using the Enhanced Studentcare travel program for the 2020/2021 policy year</li> <li>- Approved the Investment Policy Implementation Plan</li> </ul> <p>Discussed SFSS Emergency Funding for Fall 2020 and Music Group storage Level Playing Fields Inc. and Steps Forward presented to us.</p>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	BIPOC committee meeting november 30, 2020
<b>Parties Attending</b>	BIPOC committee members, staff and myself
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Regular scheduled meeting
<b>Summary and Outcome</b>	<p>Discussed Black History month plans and events with Jennifer, anti racism training for student groups, let us speak campaign, seat for out on campus on BIPOC committee, and emancipation day petition</p> <p>Black student support coordinator</p>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	External committee meeting november 30, 2020
<b>Parties Attending</b>	ECAC members, staff and myself
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regular scheduled meeting
<b>Summary and Outcome</b>	<p>Discussed upass and gondola open house</p> <p>Updates on letter to education minister and John Horgan, operation grants and meeting with Katrina Chen, and Post grad work permit with Terry Beech</p>
<b>Next Steps</b>	N/A

## Projects and Events

<b>Project/Event Title</b>	Interview with Embark Nov 20, 2020
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<b>Updates and Upcoming Plans</b>	Teah interviewed me on being a student activist, asked about campaigns I'm working on and asked me general questions about activism.
<b>Relevant Strategic Priorities</b>	Gave her resources on activism and campaigns/clubs i'm part of to share with students.
<b>Total Time (Hrs)</b>	30 min

## Health Science Representative (Nafoni Modi)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Board Organizer Hiring Committee, November 20th
<b>Parties Attending</b>	Osob, Balqees, Matt
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Hiring process for new BO
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Reviewed submitted applications</li><li>- Short listed potential people</li><li>- Went over potential interview questions and timeline of hiring process</li></ul>
<b>Next Steps</b>	<ul style="list-style-type: none"><li>- Finalizing interview questions</li><li>- Reaching out to short-listed individuals</li><li>- Scheduling interview dates</li></ul>

<b>Meeting, Date</b>	University and Academic Affairs Committee, November 26th
<b>Parties Attending</b>	UAA Committee members, staff
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	<ul style="list-style-type: none"><li>- Regularly scheduled meeting</li></ul>
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Next steps for committee going into the new semester</li><li>- Review of working groups under the committee</li></ul>
<b>Next Steps</b>	

<b>Meeting, Date</b>	SFSS BOD Meeting, November 27
<b>Parties Attending</b>	BOD, Staff, Guests
<b>Meeting Length (Hrs)</b>	3 hours
<b>Reason</b>	<ul style="list-style-type: none"><li>- Regularly scheduled bi-weekly meeting</li></ul>
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>- Appointed Student At-large members to the First Year Engagement Committee</li><li>- Voted to support and endorse Emancipation Day campaign petition at the House of Commons</li><li>- Voted in support to eliminate the sale of pre-filled water bottles at the SFU campuses</li><li>- Approved funding to hire Level Playing Field Inc. for the SUB accessibility audit</li><li>- Voted in favor to push back the dates for the Executive Committee General Elections for the Spring 2021 semester</li><li>- Appointed SFSS President as the ex-officio member of all committees of the Society</li><li>- Approved using the Enhanced Student care travel program for the 2020/2021 policy year</li><li>- Approved the Investment Policy Implementation Plan</li></ul>

<b>Next Steps</b>	
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<b>Meeting, Date</b>	BIPOC Committee, November 30th
<b>Parties Attending</b>	BIPOC Committee members
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	- Regularly scheduled meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>- Black History month events</li> <li>- Anti-racism training for groups and constituency groups</li> <li>- Black student coordinator</li> <li>- Let us speak campaign</li> </ul>
<b>Next Steps</b>	

## Science Representative (WeiChun Kua)

### Meeting Summary and Comments

<b>Meeting, Date</b>	Trans Mountain Expansion (TMX) Tank Farm Safety Meeting, Nov 17th, 2020
<b>Parties Attending</b>	Pierre Cenerelli (Executive Director, Graduate Student Society), WeiChun Kua (Science Representative), Matt McDonald (Director of External Relations, Graduate Student Society), Samad Raza (VP External),
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Prep for our statement for the upcoming tank farm safety meeting with Mark Lalond (SFU Chief Safety Officer) and Martin Pochurko (VP Finance and Administration)
<b>Summary and Outcome</b>	Our main points to mention in the statement <ul style="list-style-type: none"><li>• Reaffirming their opposition to the Trans Mountain Expansion project</li><li>• To work with us to push back against the project and improve safety measures for the SFU Community</li></ul>
<b>Next Steps</b>	Attend the tank farm safety meeting and ask SFU commit to doing more

<b>Meeting, Date</b>	Operations Organizer (OO) Hiring Committee Meeting, Nov 18th, 2020
<b>Parties Attending</b>	Osob Mohamed (President), Corbett Gildersleve (VP Finance), Gabe Liosis (VP University Relations), Weichun Kua (Science Representative)
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	To debrief after the first round of interview
<b>Summary and Outcome</b>	<ul style="list-style-type: none"><li>• We debriefed and shortlisted candidates for the second round of interview.</li><li>• Decided on the format of the second interview which was for candidates to give a 20 mins presentation on what they would improve about our current operations with relevant operations documents we provided.</li></ul>
<b>Next Steps</b>	I was tasked with compiling the relevant documents

<b>Meeting, Date</b>	SFSS Council Meeting, Nov 18th, 2020
<b>Parties Attending</b>	Board Members, and Council Members, and SFSS staff
<b>Meeting Length (Hrs)</b>	2.5 hours
<b>Reason</b>	Regular Bi-weekly Council Meeting
<b>Summary and Outcome</b>	<ol style="list-style-type: none"><li>1. Council Liaison Report<ol style="list-style-type: none"><li>a. Ryan Vansickle (Comp Science Councillor) gave his report from the board meeting</li></ol></li><li>2. Board Liaison <a href="#">Report</a><ol style="list-style-type: none"><li>a. Jennifer Chou (VP Student Life)</li></ol></li><li>3. VP External Report<ol style="list-style-type: none"><li>a. Samad Raza (VP External) gave a report of the project and lobbying he's been working on</li></ol></li></ol>



	<p>Motions:</p> <ol style="list-style-type: none"> <li>1. Bachelor of Environmental Science Student Union (BESU) and Environmental Sciences Student Union (EVSCSU) Common Room Space Eviction <ul style="list-style-type: none"> <li>○ Discussed about a potential space campaign as the environment student unions' eviction served as a reminder that student spaces are currently not secured for students</li> <li>○ Motion was passed to support BESU and EVSCSU in looking for a new space in their department</li> </ul> </li> <li>2. Black and Indigenous Organizations Donation <ul style="list-style-type: none"> <li>○ Passed motion to donate money to Vancouver Black Therapy &amp; Advocacy Fund, and BC Assembly of Aboriginal Friendship Centres</li> </ul> </li> </ol>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Trans Mountain Expansion (TMX) Tank Farm Safety Meeting, Nov, 19th, 2020
<b>Parties Attending</b>	<p><b>Student Reps:</b> Pierre Cenerelli (Executive Director, Graduate Student Society), WeiChun Kua (Science Representative) , Matt McDonald (Director of External Relations, Graduate Student Society), Samad Raza (VP External),</p> <p><b>SFU Profs:</b> John Clague (Professor Emeritus, Officer of the Order of Canada), Angela Brooks-Wilson, (Professor, Biomedical Physiology and Kinesiology), Tim Takaro (Professor, Medical Doctor, Faculty of Health Sciences)</p> <p>UniverCity Resident: Karl Perrin (Spokesperson for Burnaby Residents Opposing the Kinder Morgan Expansion [BROKE] and UniverCity resident)</p> <p><b>SFU Admins:</b> Mark LaLonde (SFU Chief Safety Officer), Martin Pochurko (VP Finance and Administration)</p>
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Express the continued concerns for student safety from the risk of the TMX tank farm
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● Student reps express our concerns and disappointment in the lack of actions from SFU and their commitment to student safety. We have not seen or received any progress on the firehall station that was proposed on Burnaby Mountain and the evacuation plan for SFU when there is a tank farm fire.</li> <li>● John and Tim gave their expertise on the danger of the tanks' old design in an earthquake prone region and toxic chemicals stored in it</li> <li>● We asked SFU if they want to wonder what they could've done more if the a fire were to happen or do they want to work with us and do whatever they can now</li> </ul> <p><b>Disaster prevention:</b></p> <ul style="list-style-type: none"> <li>● Reiterate and strengthen SFU's position on the unacceptability of this danger; indicate that the risk is higher than realized in 2016.</li> <li>● Commission an updated safety report; communicate the results to governments</li> <li>● Request that the federal government require decommissioning of the six 1953 floating roof tanks</li> </ul> <p><b>Disaster response:</b></p> <ul style="list-style-type: none"> <li>● Commission an investigation into the effectiveness of and requirements for sheltering in place; communicate any plan to faculty, staff and students</li> <li>● Commission an investigation into effectiveness of evacuation plans, and communication during an evacuation</li> <li>● Continue to advocate for a firehall and effective water supply to support a firehall on the Burnaby campus</li> <li>● Host an ambulance station with paramedics on campus or at UniverCity</li> <li>● Enhance campus fire suppression systems</li> </ul>

	<ul style="list-style-type: none"> <li>● Reduce emergency response time, particularly hazardous materials response</li> <li>● Engage with the community in clarifying the Egress and evacuation plan</li> <li>● Reduce fuel in the forest</li> </ul> <p>Full Minutes <a href="#">here</a>.</p>
<b>Next Steps</b>	Follow up for a meeting with Joy Johnson (SFU President)

<b>Meeting, Date</b>	Transition Steering Committee, Nov 24th, 2020
<b>Parties Attending</b>	<p><b>Committee Members:</b> Gabe Liosis (VP University Relations), WeiChun Kua (Science Representative), Osob Mohamed (President), Jennifer Chou (VP Student Life), Devyn Butterworth (Council Rep, GSWSSU), Nim Basra (Student Union Rep), Zak Thompson (Student Union Representative), Kali Stierle (FNSA Representative), Ryan Vansickle (Council Rep, Comp Sci), Helen Sofia Pahou (Council Rep, Political Science), Corbett Gildersleve (VP Finance)</p> <p><b>Staff:</b> Lawrence Jones (Transition Manager), Sarah Edmunds (Campaigns, Research and Policy Coordinator)</p>
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regularly scheduled meeting
<b>Summary and Outcome</b>	<p>Discussions:</p> <ul style="list-style-type: none"> <li>● Discussed the purpose, timeline and goals of the committee</li> </ul> <p>Motions:</p> <ul style="list-style-type: none"> <li>● Appointed members to the Governance Working Group, Operations Working Group, and Training and Communications Working Group.</li> </ul>
<b>Next Steps</b>	Working group lead will follow up with members of their working group

<b>Meeting, Date</b>	Science Undergraduate Society, Nov 24th, 2020
<b>Parties Attending</b>	<p><b>Execs:</b> Nick Chubb (President), Ritu Mehra (VP External), Alisha Gandha (VP Communications/Marketing), Pooria Arab (VP Design), Gagan Kataria (VP Academic), Isabel Nelson (Secretary), Zaid Lari (Council Representative), Jessie Shen (First Year Representative), Aman Dhami (First Year Representative), Nadia Lakhan (First Year Representative),</p> <p><b>Non-voting Member:</b> WeiChun Kua (SFSS Science Rep), Minji Park (CSS Representative), Klarissa Khong (BPKSA Representative), Tianxing Yan (SASSA Stats Representative), Connor Nutley (MBBSU SUS Representative), Valerie Kistrina (DSSU Secretary)</p>
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regular Weekly Meeting
<b>Summary and Outcome</b>	<ul style="list-style-type: none"> <li>● Roundtable Updates</li> <li>● Discussed about merch advertisement,</li> <li>● Discussed by-elections for VP Finance</li> <li>● Discussed internal policy changes on structures and roles of execs, and committees</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Governance Committee Meeting, Nov 25th, 2020
<b>Parties Attending</b>	<b>Committee Members:</b> Gabe Liosis (VP University Relations), WeiChun Kua (Science Representative), Corbett Gildersleve (VP Finance), Zaid Lari (Council Representative)  <b>Staff:</b> Sarah Edmunds (Campaigns, Research and Policy Coordinator)
<b>Meeting Length (Hrs)</b>	1 hour 30 mins
<b>Reason</b>	Regular Bi-weekly Meeting
<b>Summary and Outcome</b>	Discussions: <ul style="list-style-type: none"> <li>• Discussed work report format and schedule. Will discuss further once we have some templates and a more comprehensive briefing note to ensure no vital information is lost if we were to merge semester report and the last bi-weekly report of the semester</li> <li>• Discussed referendum timelines</li> <li>• Discussed SFU350's referendum on SFSS fossil fuel free investments</li> </ul>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Operations Organizer Round 2, Nov. 26th
<b>Parties Attending</b>	Osob Mohamed (President), Corbett Gildersleve (VP Finance), Gabe Liosis (VP University Relations), Weichun Kua (Science Representative), Candidate
<b>Meeting Length (Hrs)</b>	1 hour 15 mins
<b>Reason</b>	Second round of interview for the position
<b>Summary and Outcome</b>	Candidate gave a presentation and we asked follow-up questions
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Board of Directors Meeting, Nov 27, 2020
<b>Parties Attending</b>	<b>Board Members:</b> Osob Mohamed (President), Corbett Gildersleve (VP Finance), Matthew Provost (VP Student Services), Jennifer Chou (VP Student Life), Gabe Liosis (VP University Relations), Emerly Liu (Education Representative), Anuki Karunajeewa (Environment Representative), Nafoni Modi (Health Science Representative), WeiChun Kua (Science Representative), Sude Guvendik (FASS Rep)  Harry Preet Singh (Applied Science Representative), Haider Abbasi (FCAT Representative)  <b>Staff:</b> Sarah Edmunds (Campaigns, Research and Policy Coordinator), Lawrence Jones (Transition Manager), Christina (Admin Assistant), Ashley Brooks (OOC Coordinator and Shop Steward), Sindhu (Communication Coordinator)  <b>Guest:</b> Ryan (Council Liaison)
<b>Meeting Length (Hrs)</b>	4 hours
<b>Reason</b>	Regular Bi-weekly Board Meeting
<b>Summary and Outcome</b>	Presentations: <ol style="list-style-type: none"> <li>1. Level Playing Field SUB Accessibility Audit Presentation</li> </ol>

	<p>2. Steps Forward Presentation</p> <p>Motions:</p> <ol style="list-style-type: none"> <li>1. Appointment of Student At-larges for First Year Engagement Committee [Passed]</li> <li>2. Endorse Emancipation Day Petition [Passed]</li> <li>3. Ban the Bottle Letter for single use plastic [Passed]</li> <li>4. SUB Accessibility Audit by Level Playing Field [Passed]</li> <li>5. Amendment to the SFSS General Election dates due to the recent extension of winter break and delay to the start of the Spring 2021 semester [Passed]</li> </ol> <p>Discussions:</p> <ol style="list-style-type: none"> <li>1. SFSS Emergency Funding for Fall 2020</li> <li>2. U-Pass Spring 2021 Discussion</li> </ol>
<b>Next Steps</b>	N/A

<b>Meeting, Date</b>	Operations Organizer Round 2, Nov. 27th
<b>Parties Attending</b>	Osob Mohamed (President), Corbett Gildersleve (VP Finance), Gabe Liosis (VP University Relations), Weichun Kua (Science Representative), Candidate
<b>Meeting Length (Hrs)</b>	1 hour 15 mins
<b>Reason</b>	Second round of interview for the position
<b>Summary and Outcome</b>	Second candidate gave a presentation and we asked follow-up questions
<b>Next Steps</b>	Debrief in a few days and make a decision on which candidate to hire

<b>Meeting, Date</b>	Operations Organizer Interview Debrief, Nov 29th, 2020
<b>Parties Attending</b>	Osob Mohamed (President), Corbett Gildersleve (VP Finance), Gabe Liosis (VP University Relations), Weichun Kua (Science Representative)
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Debrief about the round 2 interview
<b>Summary and Outcome</b>	We discussed our selection and reasoning for which candidate we preferred. Came to a consensus.
<b>Next Steps</b>	Osob will contact the successful candidate and conduct a reference check.

<b>Meeting, Date</b>	External and Community Affair (ECA) Committee, Nov 30th , 2020
<b>Parties Attending</b>	<p><b>Committee Members:</b> WeiChun Kua (Science Representative), Samad Raza (VP External), Anuki Karunajeewa (Environment Representative), Simran Dhadda (Student At-Large), Iulia Zgreabăn (Student At-Large)</p> <p><b>Staff:</b> Sarah Edmunds (Campaigns, Research and Policy Coordinator), Lawrence Jones (Transition Manager)</p>
<b>Meeting Length (Hrs)</b>	1 hour
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	<ol style="list-style-type: none"> <li>1. Letter to Minister of Advanced Education regarding Post-Secondary Education</li> </ol>

	<ul style="list-style-type: none"> <li>Operating grants <ul style="list-style-type: none"> <li>○ Samad sent a letter to the minister but have not gotten a response</li> </ul> </li> <li>2. Meeting with Katrina Chen <ul style="list-style-type: none"> <li>○ Samad will set up a meeting with Katrina to ask to connect with the new Minister of Advance Education, Anne Kang and bring 2 ECA members</li> </ul> </li> <li>3. Post Graduate Work Permit (PGWP) meeting with Terry Beech <ul style="list-style-type: none"> <li>○ International students are only issued PGWP once and it cannot be renewed</li> <li>○ The pandemic has diminished job opportunities and so it's not fair to international students who are working towards permanent residency</li> <li>○ Co-op and part time work are also not counted towards the work hours needed to qualify for permanent residency</li> <li>○ Write a letter with SFU Graduate Student Society (GSS), Katrina Chen, and Terry Beech to Immigration Minister and extend work permit, and to include co-op and part time work hours towards permanent residency</li> </ul> </li> <li>4. Gondola Open House <ul style="list-style-type: none"> <li>○ Sarah brought up the upcoming open house regarding the Burnaby Mountain Gondola and encourage members to attend to speak on behalf of students</li> </ul> </li> </ul>
<b>Next Steps</b>	Samad will contact members that expressed interest in attending meeting with Anne Kang

<b>Meeting, Date</b>	BIPOC Committee Meeting, Nov 30th, 2020
<b>Parties Attending</b>	<p><b>Committee Members:</b> WeiChun Kua (Science Representative), Matthew Provost (VP Student Services), Balqees Jama (At-Large Representative), Anuki Karunajeewa (Environment Representative), Flourish Adeogun (Student At-Large), Nimrit Basra (Student At-Large), Keianna James (Student At-Large), Nafoni Modi (Health Science Representative), Victor Yin (Student At-Large)</p> <p><b>Staff:</b> Lawrence Jones (Transition Manager)</p>
<b>Meeting Length (Hrs)</b>	2 hours
<b>Reason</b>	Regularly Scheduled Meeting
<b>Summary and Outcome</b>	<ol style="list-style-type: none"> <li>1. Black Student Support Coordinator <ul style="list-style-type: none"> <li>○ <a href="#">Briefing Note</a></li> <li>○ SOCA has space in the SUB now so there needs to be staff support so the labour doesn't fall on Black students that are already facing systemic barriers at SFU.</li> <li>○ We looked at different models at other universities that have staff to support Black student groups on their campuses</li> </ul> </li> <li>2. Supporting Indigenous Students Through "Let Us Speak" Campaign <ul style="list-style-type: none"> <li>○ Indigenous students are being left out of reconciliation efforts at SFU and are launching a campaign, called "Let Us Speak".</li> <li>○ Endorsed the campaign and is recommending the board to endorse it as well.</li> </ul> </li> </ol> <p>Discussion Items:</p> <ol style="list-style-type: none"> <li>1. Anti-Racism Training for Student Groups</li> <li>2. Black History Month <ul style="list-style-type: none"> <li>○ Collab with Events committee, SFU Students of Caribbean and African Ancestry (SOCA), SFU African Students' Association (ASA) to organize events</li> </ul> </li> <li>3. Seat for Out On Campus (OOC) on BIPOC Committee</li> </ol>

	<ul style="list-style-type: none"> <li>○ Need to ensure that this space remains safe for BIPOC students, OOC has a history of being all white and not BIPOC representation on the collective.</li> <li>○ Will revisit this once we look at policy to ensure this committee remain a safe space for racialized students</li> </ul>
<b>Next Steps</b>	N/A

## Projects and Events

<b>Project/Event Title</b>	FSU and DSU Space Campaign
<b>Updates and Upcoming Plans</b>	<p>The eviction of Environmental Science Student Union (EVSCSU) and Bachelor of Environment Student Union (BESU) from their common room reminded DSU of their vulnerability of their common room spaces.</p> <p>Prepared <a href="#">briefing note</a> with input from councillors and to be brought with a motion at Council meeting on Dec 9th.</p>
<b>Relevant Strategic Priorities</b>	Student Wellbeing
<b>Total Time (Hrs)</b>	4 hours