

BOARD COMMITTEE AND WORK REPORTS

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SFSS BOARD WORK REPORT

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SFSS BOARD COMMITTEE UPDATE

This report summarizes SFSS committee activities that took place from
February 16 - February 28, 2021

Accessibility Advisory

Committee Chair	Jennifer Chou (VP Student Life)
# of Meetings	0.5? (not sure if it counts cuz it was an informal meeting)
Total Time (Hrs)	1 hour
Summary	<ul style="list-style-type: none">• Debrief doc: https://docs.google.com/document/u/3/d/1ZvN05I-jGADiMA-WeGOHaE0tGOhx6FX3IDyJnpl0Zml/edit• Went over the projects we've done this past year:<ul style="list-style-type: none">○ Accessibility Standard Policy Appendices○ Psychoeducational assessments Update○ SUB Audit Update○ Accessibility Fund Promotion○ Accessibility Issues Policy○ Accessibility Bursary○ Access Needs Definition
Ongoing Projects	<ul style="list-style-type: none">• Accessibility Designated Assistant• Psycho-educational Assessments• Setting up bursary using the fund• Accessibility audit for the SUB• Improving accessibility fund request form• Accessibility Standard Policy Appendices• SUB gender-neutral washrooms• Accessibility Issues Policy
Relevant Strategic Priorities:	<ul style="list-style-type: none">• Student well-being• Student financial health

Black Indigenous People of Color

Committee Chairs	Balqees Jama (At-Large) & Matthew Provost (VP Student Services)
# of Meetings	0
Total Time (Hrs)	0
Summary	Did not meet in these weeks.
Ongoing Projects	Health and Counselling

	Black and Indigenous advocacy Black History Month
Relevant Strategic Priorities:	Student Wellness University Relations

Events

Committee Chair	Jennifer Chou (VP Student Life)
# of Meetings	1
Total Time (Hrs)	1 hour
Summary	<ul style="list-style-type: none"> ● Debrief doc: https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxlGnAL77GwftG4J4Cvp326DM/edit ● Passed a LOT of motions <ul style="list-style-type: none"> ○ SFSS Events and SFU Recreation food workshop (healthy eating) collaboration ○ SFSS Women of the Year Awards ○ SFPIRG training session on inclusive events ○ UNICEF and SFU Pursuit of Happiness Mental Health Gala ● Went over Events terms of reference, drafted by Clubs Coordinators ● Discussed possible events for March ● Gave updates about Global Talent Night and the Valentine's Day Origami Rose and Letter-Writing Workshop
Ongoing Projects	<ul style="list-style-type: none"> ● Mental Health Mondays Giveaways ● Trivia Week ● Black History Month ● SFSS Women of the Year awards
Committee Chair	Jennifer Chou (VP Student Life)

Executive Committee

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

External & Community Affairs

Committee Chair	Samad Raza
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# of Meetings	1
Total Time (Hrs)	1 hr
Summary	ECAC is preparing a lobby document and connecting with the Government for a meeting.
Ongoing Projects	Lobby days
Relevant Strategic Priorities:	Get Gov meeting schedule.

Faculty and At-Large Representatives

Committee Chair	Rotating Chair
# of Meetings	0
Total Time (Hrs)	0
Summary	Did not meet
Ongoing Projects	
Relevant Strategic Priorities:	

Finance and Administrative Services

Committee Chair	VP Finance Corbett Gildersleve
# of Meetings	0
Total Time (Hrs)	0
Summary	Committee did not meet
Ongoing Projects	
Relevant Strategic Priorities:	

First Year Engagement

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

Ongoing Projects	
Relevant Strategic Priorities:	

Governance

Committee Chair	Gabe Liosis, Corbett Gildersleve, Osob Mohamed, Matthew Provost, WeiChun Kua, Zaid Lari, Balqees Jama
# of Meetings	1
Total Time (Hrs)	1
Summary	<ul style="list-style-type: none"> - Approved and recommended a proposed amendment to Board Policy Rule-9 to the Board of Directors - Approved and recommended a development plan for the SFSS Issues Policies
Ongoing Projects	Policy Review
Relevant Strategic Priorities:	Organizational Development

Member Services Advisory

Committee Chair	Phum Luckkid
# of Meetings	1
Total Time (Hrs)	2.5
Summary	<p>Club Terms of Reference Updates</p> <ul style="list-style-type: none"> - The process of removal of an executive from staff side as well as policies regarding conflict of interests were lacking, Ricky (Clubs Coordinator) wanted to amend the terms of reference <p>Clubs TOR with SVSPO Edits</p> <ul style="list-style-type: none"> - Similarly, the language around sexual violence and harassment is lacking in the clubs TOR, we worked with SFU's SVSPO office to create new amendments <p>Events TOR</p> <ul style="list-style-type: none"> - Policies around which events will be approved need to exist, right now SFSS is just winging it and has no policies around what events are allowed. This policy needs to be adopted for coordinators to refer to when making granting decisions <p>Maximum Number of Executives</p> <ul style="list-style-type: none"> - SFSS coordinators asked whether there should be a limit on number of executives, the committee decided it was best not to have a limit <p>Smash Club, Mountainside games Conflict of Interest</p> <ul style="list-style-type: none"> - Confidential <p>Virtual Events Platform Document</p> <ul style="list-style-type: none"> - A guide could be made around how clubs can use Zoom and Hopin for their club events. However, we are already experienced with the use of platforms so we feel this will not be necessary
Ongoing Projects	Events Terms of Reference updates

Relevant Strategic Priorities:	Student Financial Health
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Nomination

Committee Chair	VP Student Service
# of Meetings	0
Total Time (Hrs)	0
Summary	Committee did not meet
Ongoing Projects	
Relevant Strategic Priorities:	

Surrey Campus

Committee Chair	Mehtaab
# of Meetings	1
Total Time (Hrs)	1
Summary	<ul style="list-style-type: none"> - Discussed upcoming events and posted graphics on SM!! - Reviewed previous project engagement numbers
Ongoing Projects	Music Throwback Night
Relevant Strategic Priorities:	Student Engagement

University & Academic Affairs

Committee Chair	Gabe Liosis
# of Meetings	0
Total Time (Hrs)	0
Summary	Committee did not meet
Ongoing Projects	
Relevant Strategic Priorities:	

Vancouver Campus

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

SFSS BOARD WORK REPORT

This report reflects the Board work from
February 16 - February 28, 2021

President (Osob Mohamed)

Meeting Summary and Comments

Meeting, Date	Preparatory Meeting (Lobbying) - February 16th
Parties Attending	Samad (VP External), Matt McDonald (GSS)
Meeting Length (Hrs)	0.5hrs
Reason	Meeting prep
Summary and Outcome	The three of us met to recoup before our meeting with Minister Kang, and to go over talking points.
Next Steps	N/A

Meeting, Date	Meeting with Anne Kang, Minister of Advanced Education, Skills and Training - February 16th
Parties Attending	Samad (VP External), Matt McDonald (GSS), Anne Kang and Katrina Chen (BC MLAs)
Meeting Length (Hrs)	0.5hrs
Reason	Discussing provincial lobbying priorities
Summary and Outcome	Our main topics of discussion included specifically reviewing the post-secondary funding model to increase funding, which would allow universities to be less reliant on tuition to operate. We also suggested a 2% cap on international student fees similar to domestic students, advocating for the collection of race-based data and sociodemographic data from PSIs, and for resources to implement anti-racist initiatives.
Next Steps	N/A

Meeting, Date	Weekly Check-in with Board Organizer - February 17th
Parties Attending	Gabriel Goodman (Board Organizer)
Meeting Length (Hrs)	2hrs
Reason	Weekly meeting
Summary and Outcome	This time was to catch up on ongoing training questions, including the administrative

	assistant roles and their overview responsibilities, and other questions. I provided some context on policies and procedures under their review.
Next Steps	N/A

Meeting, Date	Gondola Meeting with SFU - February 17th
Parties Attending	Gabe (VP University), Joanne Curry (SFU VP External), Justin Carmichael (SFU External)
Meeting Length (Hrs)	0.5hrs
Reason	Campaign meeting
Summary and Outcome	Discuss media initiatives, how to get a hold of Burnaby City Councillors, and our ongoing campaign initiatives.
Next Steps	N/A

Meeting, Date	HR and Personnel Committee - February 17th
Parties Attending	HR and Personnel committee members
Meeting Length (Hrs)	1.5hrs
Reason	Bi-weekly meeting
Summary and Outcome	We reviewed and approved minutes, received hiring committee updates, and SUB staffing models. We went in-camera for staffing matters.
Next Steps	N/A

Meeting, Date	Weekly Check-in with Operations Organizer - February 17th
Parties Attending	Ayesha Khan (Operations Organizer)
Meeting Length (Hrs)	1hr
Reason	Weekly meeting
Summary and Outcome	Meeting to discuss ongoing operational items as they relate to HR, staffing, and oversight duties.
Next Steps	N/A

Meeting, Date	JOG Preparation - February 17th
Parties Attending	Gabe (VP University)
Meeting Length (Hrs)	1hr
Reason	Meeting Preparation
Summary and Outcome	Gabe and I met to discuss and prepare our talking points for JOG, including on some

	incoming senate items, the student conduct policy, and the CARES program.
Next Steps	N/A

Meeting, Date	SFSS Staff Meeting
Parties Attending	SFSS staff
Meeting Length (Hrs)	1.5hrs
Reason	Monthly meetings
Summary and Outcome	Each month, coordinators provide a brief update on goings-on in their departments, and discuss internal staffing issues
Next Steps	N/A

Meeting, Date	Joint Operations Group - February 18th
Parties Attending	JOG Members
Meeting Length (Hrs)	1.5hrs
Reason	Monthly meeting
Summary and Outcome	<p>The main topics of discussion included</p> <ul style="list-style-type: none"> - Enrollment updates, and that enrollment has been steady despite COVID-19 - CARES program, and updates on uptake and student supports available to students who may not be able to afford it - Plans around international student travel back to Canada, and the announcement re: mandatory quarantine - Black faculty hiring, and specific awards - Student Conduct Policy and issues around application and interpretation.
Next Steps	N/A

Meeting, Date	Bargaining Preparation - February 18th
Parties Attending	SFSS Bargaining Committee
Meeting Length (Hrs)	0.75hrs
Reason	Discussing collective bargaining
Summary and Outcome	We discussed bargaining strategies and protocol, and what the process would look like in preparation for our first session.
Next Steps	Preparing opening statements

Meeting, Date	University Relations Training - February 19th
Parties Attending	Gabe (VP University), Gabriel Goodman (Board Organizer)

Meeting Length (Hrs)	2hrs
Reason	Training and onboarding
Summary and Outcome	We gave Gabriel an overview of current SFSS campaigns, the history behind them, and what kind of support we would need moving forward with them. We also provided them with resources to read up on what is going on currently.
Next Steps	N/A

Meeting, Date	Staff Review - HRP Follow up - February 19th
Parties Attending	Matt (VP Services), Corbett (VP Finance), Balqees (At-Large)
Meeting Length (Hrs)	1hr
Reason	HR and Personnel Committee follow up.
Summary and Outcome	In-Camera discussion items
Next Steps	N.A

Meeting, Date	Bargaining Prep & Session - February 22nd
Parties Attending	SFSS and CUPE 3338 Bargaining Committees
Meeting Length (Hrs)	8hrs
Reason	CA Bargaining
Summary and Outcome	We reviewed our proposals for the last time before beginning bargaining, trading proposals, and reviewing those. Specifics cannot be shared at this time.
Next Steps	N/A

Meeting, Date	Meeting with GSS Director of Equity and Access - February 23rd
Parties Attending	Hafsa Sadiq and Harjap Grewal (GSS)
Meeting Length (Hrs)	2hrs
Reason	Discussing SFU VPPEI committee and campaigns
Summary and Outcome	We met to discuss general items regarding the new SFU VPPEI hiring process, and the information shared publicly. We also discussed some areas of potential collaboration.
Next Steps	N/A

Meeting, Date	International Women's Day Panel - February 23rd
Parties Attending	Athena Guertin (Women's Centre Coordinator), Somayeh Naseri (Administrative Assistant)
Meeting Length (Hrs)	0.5hrs

Reason	Filming panel
Summary and Outcome	I participated in the SFSS Women's Day panel, and spent some time talking about my SFU and SFSS experiences, and tips I would give to women beginning their university career.
Next Steps	N/A

Meeting, Date	Meeting with Burnaby Mayor Hurley - February 24th
Parties Attending	Gabe (VP University), Mayor Hurley
Meeting Length (Hrs)	1hr
Reason	Meeting regarding the Burnaby Mountain Gondola
Summary and Outcome	Gabe and I initially met to prepare for the meeting for 30 minutes, and we then met with Mayor Hurley to bring forward our points as to why we support the Gondola.
Next Steps	N/A

Meeting, Date	Weekly Check-in with Board Organizer - February 24th
Parties Attending	Gabriel Goodman (Board Organizer)
Meeting Length (Hrs)	2hrs
Reason	Weekly meeting
Summary and Outcome	This time was to catch up on ongoing training questions. I provided some context on policies and procedures under their review.
Next Steps	N/A

Meeting, Date	Weekly Check-in with Operations Organizer - February 24th
Parties Attending	Ayesha Khan (Operations Organizer)
Meeting Length (Hrs)	1hr
Reason	Weekly meeting
Summary and Outcome	Meeting to discuss ongoing operational items as they relate to HR, staffing, and oversight duties.
Next Steps	N/A

Meeting, Date	Collective Bargaining - February 25th
Parties Attending	SFSS and CUPE 3338 Bargaining teams
Meeting Length (Hrs)	7hrs
Reason	Reviewing proposals

Summary and Outcome	We reviewed proposals on the table, and discussed them.
Next Steps	N/A

Meeting, Date	Board Meeting - February 26th
Parties Attending	SFSS Board of Directors, Staff
Meeting Length (Hrs)	3hrs
Reason	Bi-weekly meeting
Summary and Outcome	<p>Major updates:</p> <ul style="list-style-type: none"> - We passed a policy regarding Black History Month for inclusion in the SFSS Issues policies - Filed the Memorandum of Understanding with SFU regarding regular access to the membership mailing list - Discussed the development of additional policies for the SFSS issues policies - Received updates from events committee on the Women of the Year awards
Next Steps	N/A

Projects and Events

Project/Event Title	Emails, communications, and catch up work
Updates and Upcoming Plans	I've been trying to allocate at least 1-2hr a day (excluding Saturdays) to check my emails, and catch up on different tasks. On some days, if something urgent comes up I will add some time and time to this and address it right away.
Relevant Strategic Priorities	N/A
Total Time (Hrs)	10hrs

Project/Event Title	SFSS Feedback on VP People Equity and Inclusion Search
Updates and Upcoming Plans	Writing up formal feedback for SFU to consider during the VPPEI search process
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	4hr

Project/Event Title	Miscellaneous HR tasks
Updates and Upcoming Plans	Mainly preparing a training protocol for the new Board Organizer
Relevant Strategic Priorities	Organizational Development

Total Time (Hrs)	1.5hrs
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VP Student Services (Matthew Provost)

Meeting Summary and Comments

Meeting, Date	HR & Personnel, 2/17/21
Parties Attending	SFSS BOD: Osob Mohamed (President), Balqees Jama (At-Large), Corbett Gildersleve (VP Finance) Society Staff: Gabriel (Board Organizer), Ayesha (Operations Organizer), Somayeh (Admin)
Meeting Length (Hrs)	1.5 hrs
Reason	Bi-Weekly Scheduled Meeting
Summary and Outcome	<p>Discussion Items:</p> <ul style="list-style-type: none"> - Hiring Committee Updates: going through updates around the finalized hiring committees of the BO / OO - We discussed up coming hiring committees that will be happening before the end of this term - SFSS Financial Update. Corbett gave us updates around the societies current finances situations <p>In-Camera:</p> <ul style="list-style-type: none"> - Updates from working conditions meeting - SUB Emergency Plan Review - Bargaining Updates & Financials
Next Steps	n/a

Meeting, Date	Bargaining Prep, 2/18/21
Parties Attending	SFSS BOD: Osob Mohamed (President), Corbett Gildersleve (VP Finance) Society Staff: Ayesha (Operations Organizer)
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Ayesha initiated some prep for bargaining our collective agreement. We had discussions about what the day would look like and what to expect. We discussed protocols around bargaining and made sure everyone was on the same page.
Next Steps	n/a

Meeting, Date	Bargaining Collective Agreement, 2/22/21
Parties Attending	SFSS BOD: Osob Mohamed (President), Corbett Gildersleve (VP Finance) Society Staff: Ayesha (Operations Organizer) CUPE Union
Meeting Length (Hrs)	4 hrs
Reason	Scheduled time

Summary and Outcome	We started the bargaining with CUPE for our collective agreement.
Next Steps	Still ongoing, next meeting on thursday

Meeting, Date	Check In, 2/23/21
Parties Attending	SFSS BOD: Phum Lukkitd
Meeting Length (Hrs)	1 hour
Reason	Scheduled meeting
Summary and Outcome	<ul style="list-style-type: none"> - Met with Phum to discuss student issues around Health and counselling services - Discussed ongoing issues with MySSP - Brainstormed what we could next in terms of addressing these issues
Next Steps	I emailed Martin the Director of HCS, we have a tentative date to meet on 3/3/21

Meeting, Date	Governance Committee, 2/24/21
Parties Attending	SFSS BOD: Gabe Llosis (VP University Relations), Osob Mohamed (President), Corbett Gildersleve (VP Finance), Balqees Jama (At-Large). Council: Zaid Lari (Council Chair) Society Staff: Gabriel (Board Organizer), Ayesha (Operations Organizer), Somayeh (Admin), Sarah (Policy/ Research Coordinator)
Meeting Length (Hrs)	1 hr
Reason	Bi-weekly schedule meeting
Summary and Outcome	Received and Filed previous minutes New Business: <ul style="list-style-type: none"> - Amendment to Board Policy R-9-MOTION - Governance committee passed motion regarding consent agenda, and recommended to the board of directors bring the proposed document: - <i>Be it further resolved that the Governance Committee recommend the proposed amendment as attached to the Board of Directors.</i> - SFSS Issues Policies Development Plan - GOV CMTE has been discussing expanding the issues policies on stances for the society, we passed a motion to recommend a policy development plan that would support board members wanting to work on expanding issues policies. - <i>Be it resolved that the Governance Committee approve the SFSS Issues Policies DevelopmentPlan as attached.</i> - <i>Be it further resolved that the Governance Committee recommend the SFSS Issues Policies Development Plan to the Board of Directors for implementation.</i>
Next Steps	Both documents will be recommended at the next board meeting.

Meeting, Date	Bargaining Collective Agreement, 2/25/21
Parties Attending	SFSS BOD: Osob Mohamed (President), Corbett Gildersleve (VP Finance) Society Staff: Ayesha (Operations Organizer) CUPE Union
Meeting Length (Hrs)	6 hrs
Reason	Scheduled time
Summary and Outcome	This will be day two of the bargaining with CUPE for our collective agreement.
Next Steps	Still ongoing, we have set tentative dates to move forward.

Meeting, Date	Board Meeting, 2/26/21
Parties Attending	SFSS Board of Directors Society Staff: Gabriel (Board Organizer), Ayesha (Operations Organizer), Somayah (Admin), Sarah (Research/ Policy Coordinator),
Meeting Length (Hrs)	3 hrs
Reason	Bi-weekly scheduled meeting
Summary and Outcome	Received and Filed previous minutes New Business: <ul style="list-style-type: none"> - Amendment to SO-1 - <i>Be it resolved that the Board of Directors amend SFSS Board Policies, Standing Order 1, as presented in the attached document titled "Proposed Amendment to SO-1: Duties of Committee Chairs".</i> - SFSS Issues Policies: Black History Month: <ul style="list-style-type: none"> - Balqees Jama brought this from the BIPOC CMTE to the board table to establish and implement this issues policy. - <i>Whereas, SFSS BIPOC Committee recommended that the Board of Directors create an Issues Policy in support of recognising Black History Month and actively supporting Black-led efforts in celebrating it,</i> - <i>Be it resolved that, the Board of Directors create an SFSS Issues Policy, Black History Month, as presented in the attached document titled "Proposed Draft Issues Policy IP-2: Black History Month".</i> - Be it resolved to file the Memorandum of Understanding within the SFSS records, and the SFSS server. - Osob brought this motion <ul style="list-style-type: none"> - This was regarding having access to email lists Issues Policies Development Plan: <ul style="list-style-type: none"> - <i>Be it resolved that the Board of Directors approve the SFSS Issues Policies Development Plan as attached.</i> - Phum Brought motions to the board table that got directed to the governance committee Discussion Items: <ul style="list-style-type: none"> - SFU Fall 2021 Announcement and the SUB
Next Steps	n/a

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

Projects and Events

Project/Event Title	Let Us Speak Campaign
Updates and Upcoming Plans	<p>There is a consultation meeting happening on March 16</p> <ul style="list-style-type: none"> - Will be doing outreach to community and student to attend <p>Updates w/ FNSA and community members to continue pushing Calls to action before the end of semester.</p> <ul style="list-style-type: none"> - Working with FNSA x BIPOC to finish some work on our end
Relevant Strategic Priorities	Student Advocacy, Engagement, & Reconciliation
Total Time (Hrs)	4 hrs

Project/Event Title	Wellness Working Group
Updates and Upcoming Plans	<p>Been discussion with Gabe Liosis (VP University) about creating a working group for wellness and mental health resources for students</p> <ul style="list-style-type: none"> - Will be presenting at University and Academic Affairs Committee at next meeting
Relevant Strategic Priorities	Student Support, Student Engagement
Total Time (Hrs)	4 hrs

Project/Event Title	Digital Services Revamp
Updates and Upcoming Plans	<p>Prioritizing our current services that we offer and will be doing a digital media campaign to outline what we offer</p> <ul style="list-style-type: none"> - Will be making new online posts on our social media - Sharing and doing outreach to groups to share our services <p>I have also been doing current research on external services for students. I have been compiling these resources</p> <ul style="list-style-type: none"> - Updating website - Creating content - Doing outreach to get information if these are resources that would be ideal for students

Relevant Strategic Priorities	Student Support
Total Time (Hrs)	8 hrs

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

VP External Relations (Samad Raza)

Meeting Summary and Comments

Meeting, Date	Feb 16 - Prep meeting - Anne Kang
Parties Attending	Matt (GSS), Myself, Osob
Meeting Length (Hrs)	1hr
Reason	To prep for meeting with Anne kang
Summary and Outcome	Prepared documents and lobby topics for the meeting.
Next Steps	N/A

Meeting, Date	Feb 16 - meeting with Anne Kang
Parties Attending	Katrina Chen, Anne kang, Osob, Myself and Matt (GSS)
Meeting Length (Hrs)	30 min
Reason	Lobby on following topics.
Summary and Outcome	<ul style="list-style-type: none">● Increasing Post-secondary institution (PSI) operating grants to relieve the burden of tuition from students.● Provincially mandated 2% cap on international tuition fee increases per year.● Advocating for the collection of race-based and socio-demographic data from PSIs at the Provincial level.● Advocating for resources to implement anti-racist education at PSIs.
Next Steps	N/A

Meeting, Date	ECAC - Feb 22
Parties Attending	ECAC members and staff
Meeting Length (Hrs)	1 hr
Reason	Regular meeting
Summary and Outcome	Assigning lobby topics. Preparing for lobby days. Locking down dates. Prepare contact list.
Next Steps	Start contacting Gov.

Meeting, Date	MSU - Feb 24
Parties Attending	MSU participating member.
Meeting Length (Hrs)	2
Reason	Discuss possible chapters, and events
Summary and Outcome	Rahil is working on MSU events for international students and will be contacting soon to discuss the future.
Next Steps	N/A

Meeting, Date	SFSS board meeting - 26 Feb.
Parties Attending	SFSS board and staff.
Meeting Length (Hrs)	3 hr
Reason	Regular meeting
Summary and Outcome	Motion on issues policy - create more policies. SFSS women of the year nomination to begin. Celebrating Black history month.
Next Steps	N/A

Projects and Events

Project/Event Title	Lobby days
Updates and Upcoming Plans	Contact Gov for a meeting.
Relevant Strategic Priorities	Get a list out asap. Get a meeting scheduled. Brief team and let's do some lobbying.
Total Time (Hrs)	5 hr - prep and contacting.

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

VP Finance (Corbett Gildersleve)

Meeting Summary and Comments

Meeting, Date	CJSF Operations Discussion, Tuesday 16th
Parties Attending	VP Finance Corbett Gildersleve, Building Manager John Walsh, CJSF Manager Magnus Thyvold
Meeting Length (Hrs)	1 hour
Reason	Review CJSF Operational Needs
Summary and Outcome	We discussed the operational needs for CJSF such as evening and weekend access to their space. Additional questions were asked about storage, broadcasting programming, and other needs.
Next Steps	We need to receive the renovation plans from the SFU architects around the renovation of their SUB space.

Meeting, Date	TSC: Governance Working Group, Tuesday 16th
Parties Attending	VP Finance Corbett Gildersleve, VP University Relations Gabe Liosis, Student-at-Large Nim Basra, Council Rep Ryan Vansickle, CRPC Sarah Edmunds
Meeting Length (Hrs)	1.5 hours
Reason	Scheduled Meeting
Summary and Outcome	Introductory meeting of the working group <ul style="list-style-type: none">Tasked with providing the Board with policies suited for the new Council as well as the timeline for when things need to be completed
Next Steps	N/A

Meeting, Date	SFSS Society Benefits, Wednesday 17th
Parties Attending	VP Finance Corbett Gildersleve, Operations Organizer Ayesha Khan,
Meeting Length (Hrs)	1 hour
Reason	Review the SFSS's staff benefits
Summary and Outcome	We met with a health benefits broker that deals with nonprofit and labour union benefits to see what options are available to the SFSS
Next Steps	Review who our current broker is (and if we have one)

Meeting, Date	HR and Personnel Committee, Wednesday 17th
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, VP Student Services Matt

	Provost, At-Large Rep Balkees Jama, Operations Organizer Ayesha Khan, Board Organizer Gabriel Goodman
Meeting Length (Hrs)	1.5 hours
Reason	Scheduled Meeting
Summary and Outcome	We approved a number of minutes, received an update on hiring committees, and budgeting considerations in relation to future hirings for SUB support staff. We then went in-camera to discuss updates from a working conditions meeting, reviewing a draft SUB Emergency Plan, and Bargaining Updates and Financials.
Next Steps	N/A

Meeting, Date	Collective Bargaining Prep, Thursday 18th
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, VP Student Services Matt Provost, Operations Organizer Ayesha Khan
Meeting Length (Hrs)	0.75 hours
Reason	Discussion about Collective Bargaining
Summary and Outcome	We discussed the standard protocol, process, and the overall collective bargaining process
Next Steps	Continue to prep and finalize our proposals

Meeting, Date	Department 46 Budget Discussion, Friday 19th
Parties Attending	VP Finance Corbett Gildersleve, Building Manager John Walsh, Finance Coordinator Kurt Belliveau
Meeting Length (Hrs)	1 hour
Reason	Review Dept 46 Budget for 2021/2022
Summary and Outcome	We discussed some potential budgeting needs for the department and the SUB. We discussed what Build SFU's fund can cover financially within the budget as per our auditor's and lawyer's advice.
Next Steps	Provide Kurt with rough budget estimates

Meeting, Date	Staff Review - HRP Follow Up, Friday 19th
Parties Attending	President Osob Mohamed, VP Finance Corbett Gildersleve, VP Student Services Matt Provost, At-Large Rep Balkees Jama
Meeting Length (Hrs)	1 hour
Reason	Follow up conversation around matters from the HR and Personnel committee meeting
Summary and Outcome	We discussed some matters that were part of the in-camera section of the previous meeting.

Next Steps	N/A
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Meeting, Date	Collective Bargaining Prep, Monday 22nd
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, VP Student Services Matt Provost, Operations Organizer Ayesha Khan
Meeting Length (Hrs)	1 hour
Reason	Final review
Summary and Outcome	We reviewed our proposals that we will be submitting to CUPE at the start of the bargaining session. We also went over the protocol, who will speak to which proposals, who will take notes, etc.
Next Steps	N/A

Meeting, Date	Collective Bargaining, Monday 22nd
Parties Attending	VP Finance Corbett Gildersleve, President Osob Mohamed, VP Student Services Matt Provost, Operations Organizer Ayesha Khan
Meeting Length (Hrs)	7 hours
Reason	Bargaining
Summary and Outcome	We traded proposals and both groups went through their rationale for submitting the proposals and what we wanted to see changed.
Next Steps	We will meet again to discuss areas that we are both in agreement in

Meeting, Date	Board Portal Implementation Meeting, Tuesday 23rd
Parties Attending	VP Finance Corbett Gildersleve, Board Organizer Gabriel Goodman, Admin Assistants, Councillor Tiffany Liu
Meeting Length (Hrs)	2 hours
Reason	Scheduled Meeting
Summary and Outcome	Introductory meeting with the working group. The admin assistants had already performed some initial work gathering information on a number of tools including price, contacts, demo videos, etc.
Next Steps	

Meeting, Date	Absolution Room Meeting, Wednesday 24th
Parties Attending	VP Finance Corbett Gildersleve, Building Manager John Walsh, VP Student Life Jennifer Chou, OOC Coordinator Ashley Brooks, Muslim Student Association members and Multi-Faith Center members
Meeting Length (Hrs)	1 hour

Reason	Meet to discuss an Absolution Room
Summary and Outcome	<p>From previous conversations, Jennifer has worked with John to explore the idea of including an Absolution Room. Due to the need for a washing station, there are only three spaces that could be used or retrofitted 1) DNA space 2) Workshop Room 3) The shower in the Gender-Inclusive washrooms.</p> <p>The shower room seemed to be the easiest option and the meeting was to see needs and if that room might work.</p>
Next Steps	Further consultation is needed

Meeting, Date	Collective Bargaining, Thursday 25th
Parties Attending	SFSS Bargaining Team, CUPE Bargaining Team
Meeting Length (Hrs)	7 hours
Reason	Scheduled Bargaining Meeting
Summary and Outcome	We went back and forth on different proposals that were submitted at the first meeting
Next Steps	We will meet again in March

Meeting, Date	SFSS Board Meeting, Friday 26th
Parties Attending	Board Members
Meeting Length (Hrs)	3 hours
Reason	Scheduled Board Meeting
Summary and Outcome	<p>Motions Passed:</p> <ul style="list-style-type: none"> ● Amend the Duties of Committee Chairs ● SFSS Black History Month Issues Policy <ul style="list-style-type: none"> ○ Commits the SFSS to always celebrate Black History Month ● SFSS-SFU Memorandum of Understanding <ul style="list-style-type: none"> ○ Related to receiving our membership list and who handles the list ● Issues Policy Development Plan <ul style="list-style-type: none"> ○ There's a number of issues policies that should be developed and this plan will help with giving a template to make them consistent <p>We discussed:</p> <ul style="list-style-type: none"> ● SFU recently announced exploring a plan to open SFU to in-person classes in the Fall term. This means we should also start opening the plan for opening the SUB
Next Steps	N/A

Projects and Events

Project/Event Title	Collective Bargaining Proposal Prep
Updates and Upcoming	I copied the latest budget and restructured it so that all labour costs were contained

Plans	into its own group. From that I was able to then create a multi-year model that allowed me to see how different wage and benefit changes affected the budget past this year. I compiled these changes into different models and pitched them to the bargaining committee to craft our monetary proposals. Also, as this is a bargaining session, any proposals submitted by CUPE can also be added to see the financial impact.
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	15 hours

Project/Event Title	Council Remuneration Proposal
Updates and Upcoming Plans	<p>Based on previous research and discussion with the Campaigns, Research, and Policy Coordinator, I drafted a proposal that would increase the stipend from the current base amount of around \$14.50/hr to a living wage of \$19.50/hr by May 1st, 2022.</p> <p>The main reasons for this increase is that the stipend hasn't increased since 2008 and the amount is now below the minimum wage. Due to the changes to the governing structure, the new board will be expected to have to work more, especially councillors, who will have a much higher legal liability, and they should be compensated as such for that labour. This will also help students that serve in these positions but do not have financial support from family to be able to serve without having such financial hardship.</p> <p>If passed, the first increase will occur on May 1st, 2021 with an increase to \$17.50/hr. I made sure that this increase was within budget not just for this year, but the next 5 years based on the budget modeling work I did as part of the CA bargaining prep. My first step will be to present it to the Board. Council would be next and then the rest of the student body.</p>
Relevant Strategic Priorities	Student Financial Health
Total Time (Hrs)	10 hours

VP Student Life (Jennifer Chou)

Meeting Summary and Comments

Meeting, Date	Feb 18 - SFSS SUB Accessibility Audit Working Group meeting
Parties Attending	Myself, a member of the working group from the SFSS Accessibility Committee, SFSS Campaigns, Research, and Policy Coordinator - Sarah, 2 Level Playing Field representatives (auditors)
Meeting Length (Hrs)	1 hour 5 minutes
Reason	Go over the accessibility survey to be sent out to students
Summary and Outcome	<ul style="list-style-type: none">• Talked about wording of survey questions
Next Steps	<ul style="list-style-type: none">• Update Accessibility Committee

Meeting, Date	Feb 18 - SFSS Women of the Year Awards Working Group Meeting
Parties Attending	Myself, some Events Committee members, SFSS Events Coordinator - Dipti
Meeting Length (Hrs)	45 minutes
Reason	Plan Women of the Year Awards
Summary and Outcome	<ul style="list-style-type: none">• Talked about timeline, logistics, promotion, prizes, etc.• Wanted to promote early
Next Steps	<ul style="list-style-type: none">• Send work order to Sindhu for promotional material for awards - Jennifer• Send work order to Sindhu to set up WebSurvey - Jennifer• Set up Eventbrite for gala - Jennifer• Send work order to Sindhu for promotional material for gala - Jennifer• Contact women's safety workshop instructors - Dipti• Reach out to friends and faculty to promote - everyone

Meeting, Date	Feb 19 - SFU Disability and Neurodiversity Alliance (SFU DNA) Meeting
Parties Attending	Myself, other executives of SFU DNA
Meeting Length (Hrs)	2 hours
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none">• Went over current projects, like a future event• Debriefed some meetings we had with SFU departments• Had motions to change our constitution to reflect SFSS' new by-laws (Council elections happening in Spring 2021 semester), and to appoint someone as an elections officer
Next Steps	<ul style="list-style-type: none">• Send an email out to SFU DNA members

Meeting, Date	Feb 19 - SFU Health & Counselling Electronic Health Record Replacement Project Steering Committee
Parties Attending	Myself, various other representatives at SFU who are part of the committee
Meeting Length (Hrs)	1 hour
Reason	Update on the Electronic Health Record Replacement Project
Summary and Outcome	<ul style="list-style-type: none"> ● Received an update on project status ● Talked about privacy and security concerns (especially because of the recent SFU Security data breach) with health records
Next Steps	<ul style="list-style-type: none"> ● N/A

Meeting, Date	Feb 22 - SFSS Accessibility Committee Meeting (informal)
Parties Attending	Myself, some SFSS Committee members, SFSS Staff (Brianna - SFSS Accessibility Assistant, Sarah - SFSS Campaigns, Research, and Policy Coordinator, Gabriel - SFSS Board Organizer)
Meeting Length (Hrs)	1 hour
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> ● Debrief doc: https://docs.google.com/document/u/3/d/1ZvN05I-jGADiMA-WeGOHaE0tGOhx6FX3IDyJnpl0Zml/edit ● Went over the projects we've done this past year: <ul style="list-style-type: none"> ○ Accessibility Standard Policy Appendices ○ Psychoeducational assessments Update ○ SUB Audit Update ○ Accessibility Fund Promotion ○ Accessibility Issues Policy ○ Accessibility Bursary ○ Access Needs Definition
Next Steps	<ul style="list-style-type: none"> ● Send debrief email

Meeting, Date	Feb 23 - SFSS Member Services Advisory Committee Meeting
Parties Attending	Myself, other Member Services Advisory Committee members, some SFSS Club Coordinators
Meeting Length (Hrs)	1 hour
Reason	First meeting of the semester
Summary and Outcome	<ul style="list-style-type: none"> ● Talked about updates to the club terms of reference updates ● Went over a club's conflict of interest <ul style="list-style-type: none"> ○ Whether or not we should reimburse due to a conflict of interest ○ Ended up suggesting not reimbursing ● Went over SVSPO (sexual violence support and prevention office) edits <ul style="list-style-type: none"> ○ This is in the clubs terms of reference ○ Went over definition of online harassment ● I had to leave early for another meeting

Next Steps	<ul style="list-style-type: none"> Catch up with minutes
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Meeting, Date	Feb 24 - SFSS Surrey Campus Committee Meeting
Parties Attending	Myself, other committee members, SFSS Surrey Campus Coordinator, Shelley
Meeting Length (Hrs)	30 min
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> Talked about logistics of the 2000s music throwback trivia night <ul style="list-style-type: none"> Date and time How it'll work Marketing timeline
Next Steps	<ul style="list-style-type: none"> Set up eventbrite

Meeting, Date	Feb 24 - SFSS Events Committee Meeting
Parties Attending	Myself, other Committee members, SFSS Events Coordinator, Dipti, SFSS Administrative Assistant
Meeting Length (Hrs)	1 hour
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> Debrief doc: https://docs.google.com/document/d/1UOMnCiRZEwGxwvn0koCxIGnAL77GwfTG4J4Cvp326DM/edit Passed a LOT of motions <ul style="list-style-type: none"> SFSS Events and SFU Recreation food workshop (healthy eating) collaboration SFSS Women of the Year Awards SFPIRG training session on inclusive events UNICEF and SFU Pursuit of Happiness Mental Health Gala Went over Events terms of reference, drafted by Clubs Coordinators Discussed possible events for March Gave updates about Global Talent Night and the Valentine's Day Origami Rose and Letter-Writing Workshop
Next Steps	<ul style="list-style-type: none"> N/A

Meeting, Date	Feb 24 - Ablution Room Consultation Meeting
Parties Attending	Myself, SUB Manager - John, some people from Multifaith Centre and Muslim Students Association, VP Finance - Corbett, Out On Campus Coordinator, Ashley
Meeting Length (Hrs)	1 hour
Reason	Talk about possible ablution room
Summary and Outcome	<ul style="list-style-type: none"> Talked about the shower room - whether it'd be for an ablution room or kept as a shower space Ashley from Out On Campus is going to consult with students regarding changing and shower rooms being used for ablution rather than a gender-neutral one

	<ul style="list-style-type: none"> • Talked about possible prayer spaces in the SUB and the importance of prayer spaces <ul style="list-style-type: none"> ◦ John will compile a list of potential spaces but there is no guarantee since we have not occupied the SUB yet
Next Steps	<ul style="list-style-type: none"> • N/A

Meeting, Date	Feb 26 - SFSS Board Meeting
Parties Attending	Myself, other SFSS Board Members, some SFSS Staff
Meeting Length (Hrs)	3 hours
Reason	Regular meeting time
Summary and Outcome	<ul style="list-style-type: none"> • Liaison report: https://docs.google.com/document/d/1PAJ3AKLrLDS-Wblrih_GzoAIAprnYBDArGYakTO9eGw/edit?usp=sharing • Highlights <ul style="list-style-type: none"> ◦ SFSS Issues Policies: Black History Month <ul style="list-style-type: none"> ■ SFSS to celebrate Black History Month long-term ■ The briefing note (linked above) was created and co-sponsored by the SFSS Black Caucus (Balqees - At-Large Rep, Nafoni - Health Science Rep, Osob - President) ■ Celebrating Black History Month would help celebrate the achievements of Black students ■ Policy is worded to empower Black students on campus, clearly stating what the SFSS supports and opposes ◦ Mailing list memorandum of Understanding (MOU) <ul style="list-style-type: none"> ■ SFSS President, Osob, has been sorting out access to membership mailing list with SFU ■ Mailing list for sending out elections, notices, important information ■ It'll take a while to pull data and organize the emails into different lists (like students in different departments) - so if groups wanted to send emails to students in their department (like for departmental student union meetings), we won't be able to sort this out until the next few weeks ◦ SFSS Issues Policies <ul style="list-style-type: none"> ■ Make more issues policies to entrench SFSS' stance on issues ■ Currently SFSS has adopted Issues Policies and established SFSS' stances on social, political, economic. issues ■ Issues policies are important because it gives the SFSS Board a mandate to move forward on certain statements in the future <ul style="list-style-type: none"> • A Board member can't speak on behalf of the board on a specific stance if the SFSS Board has

	<p>never adopted a stance (i.e. the stance is not outlined in issues policies)</p> <ul style="list-style-type: none"> ● With issues policies, Board members do not need to come to the Board consistently to ask the Board to take a stance on an issue because it would already be outlined in the issues policies ● The executive committee may have to make a statement quickly or speak on behalf of the SFSS quickly (due to governance restructuring) <ul style="list-style-type: none"> ○ So when these cases arise, the executive has to ensure that they are speaking to issues that Council agrees with ○ Issues policies would prevent back-and-forth between the executive and Council, especially if Council cannot meet in time due to its size (40+ people) ○ SFSS Women of the Year Awards <ul style="list-style-type: none"> ■ Timeline <ul style="list-style-type: none"> ● Nominations start: Monday the 22nd ● Nominations end: March 3, with possibility of extension ● Deliberation period: March 4-5 ● Voting period: March 8-12 ● Announcement of winners: March 12 ■ Social media posts: <ul style="list-style-type: none"> ● https://www.instagram.com/p/CLnJF1GM6Kx/ ● https://www.facebook.com/sfss1/posts/4379028715447837
Next Steps	<ul style="list-style-type: none"> ● Send to SFSS Council

Projects and Events

Project/Event Title	Emerge SFU
Updates and Upcoming Plans	<ul style="list-style-type: none"> ● Doing interviews to hire new team members ● Various meetings and other tasks ● Tabled during clubs days (whole day) ● Enrollment-related tasks ● Moderated all workshops (4 hours per week)
Relevant Strategic Priorities	Student engagement University relations
Total Time (Hrs)	Many hours...like MANY

Project/Event Title	SFU Disability and Neurodiversity Alliance
Updates and Upcoming	<ul style="list-style-type: none"> ● Minutes, emails, Discord messages for more tasks/miscellaneous work to do

Plans	<ul style="list-style-type: none"> • Meetings
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2 hours

Project/Event Title	Miscellaneous committee/Board work
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Emails, document organization • Briefing notes, post-event reports • Made graphics for various events • Posting/replying to SFSS Events Instagram DMs • Made reports (how-to guides to run giveaways, get reimbursed, etc): https://docs.google.com/document/u/3/d/1ri7eiCJuMyeZj3XOiUHlpXlgAaCEDdop0n2yJqiHD6o/edit
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	A lot...

Project/Event Title	Feb 17 - Jollof Rice and Plantain Food Workshop
Updates and Upcoming Plans	<ul style="list-style-type: none"> • This got postponed by an hour due to a miscommunication (instructor thought she had to go to SFU) • However, it was still really fun and people tagged us in their Instagram stories. Their food looked soooooooooo good • All attendees had positive feedback and the chef was so nice and engaging
Relevant Strategic Priorities	Student engagement
Total Time (Hrs)	2 hours

Project/Event Title	SFSS Women of the Year Awards
Updates and Upcoming Plans	<ul style="list-style-type: none"> • Had a meeting and worked with the SFSS Communications Coordinator to get the forms and promotion up • Wrote a statement: https://sfss.ca/sfss-women-of-the-year-awards-2021/
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	3.5 hours

VP University Relations (Gabe Liosis)

Meeting Summary and Comments

Meeting, Date	Transition Steering Committee: Governance Working Group, 02/16/2021
Parties Attending	Gabe Liosis, Corbett Gildersleve, Nim Basra, Ryan Vansickle, Sarah Edmunds
Meeting Length (Hrs)	1.5 Hrs
Reason	First Regularly Scheduled Meeting of the Working Group
Summary and Outcome	<p>INTRODUCTION TO THE WORKING GROUP</p> <ul style="list-style-type: none">- Goals:<ul style="list-style-type: none">- Provide suggestions on changes to the SFSS Board Policies in its transformation into SFSS Council Policies- https://docs.google.com/document/d/17AYmkw_Cbyoui7bBsuvTbECJWqKSRhEmkk8jKkRhNZA/edit?usp=sharing- Outcomes:<ul style="list-style-type: none">- Provide the Board of Directors with a draft set of SFSS Council Policies to pass by its last Board meeting (currently scheduled for April 23rd).- Provide the Board of Directors with a series of recommendations on changes to the SFSS Elections and Referenda Policies.- Timeline:<ul style="list-style-type: none">- Meeting Dates for TSC Governance WG:<ul style="list-style-type: none">- Feb. 16th:<ul style="list-style-type: none">- Introductory Meeting- Mar. 2nd:<ul style="list-style-type: none">- “Find-and-replace” Board to Council- Determining jurisdiction of Council vs. Executive Committee (What will Council delegate to Exec) based on what’s <u>currently</u> in the policies.- Mar. 16th:<ul style="list-style-type: none">- Discuss other potential proposals and additions to policies, focusing on stuff that doesn’t currently exist in policy- Mar. 30th:<ul style="list-style-type: none">- Begin to bring forward draft policies for the Working Group to review.- Discuss any proposals for additions to the policies that haven’t been discussed yet.- Apr. 13th:<ul style="list-style-type: none">- Last minute overview of the draft policies- Make final recommendation to the TSC for final recommendation to the Board.
Next Steps	<ul style="list-style-type: none">- Everyone:

	<ul style="list-style-type: none"> - Read the following documents: <ul style="list-style-type: none"> - 1) SFSS By-Laws: https://sfss.ca/wp-content/uploads/2020/11/2020-10-26-Simon-Fraser-Student-Society-By-Laws.pdf - 2) SFSS Board Policies: https://sfss.ca/wp-content/uploads/2020/11/SFSS-Board-Policies-2020-11-13.pdf - 3) SFSS Elections Policies: https://sfss.ca/wp-content/uploads/2020/11/2020-11-13-SFSS-Elections-and-Referenda-Policies.pdf - 4) UBC AMS Code (will be useful b/c AMS uses a governance system similar to the one we are transitioning to, so we can use this for inspiration!): https://www.ams.ubc.ca/wp-content/uploads/2020/06/New_Code_2020-June-25.pdf - Notes: <ul style="list-style-type: none"> - While reading our policies, take note of questions or ideas you have as we move forward with transforming the Board Policies into Council Policies. - When reading the AMS Code, take note of what you think would be a good idea to introduce into our policies. - These documents are <i>not easy to read</i>. I recommend spreading it out. <ul style="list-style-type: none"> - For example, read a portion of the Board Policies one day, really analyzing each line, and generating questions or ideas. Take a break. Then return and read another small portion. - We have two weeks between Working Group meetings. Therefore, I recommend dedicating 1-2 hour every other day to reading and brainstorming, on your own. - Gabe: <ul style="list-style-type: none"> - Begin the "find-and-replace" process, flag areas in the policies that require further discussion regarding jurisdiction. - Invite Anna Reva to the next WG meeting re: SU/CGs constitutional amendments - Send Sarah E the email Gabe sent to Council the other day with specific By-Law clauses
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Meeting, Date	Gondola Meeting with SFU VP External, 02/17/2021
Parties Attending	Gabe Liosis, Osob Mohamed, SFU Vice-President Joanne Curry, a few others from the Office of the VP External
Meeting Length (Hrs)	0.5 Hours
Reason	Burnaby Mountain Gondola
Summary and Outcome	- Discussed approach to advocating the gondola to Burnaby City Council

Next Steps	- Set-up meetings with each Burnaby City Councillor
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Meeting, Date	Joint Operations Group, 02/18/2021
Parties Attending	Members of JOG
Meeting Length (Hrs)	1.5 Hours
Reason	Regularly Scheduled Monthly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Enrolment Update and Financial Implications <ul style="list-style-type: none"> - Basically they said that going into COVID they expected the worst but the financials of SFU have remained good due to steady enrolment - But they are raising tuition anyway despite this :(- CARES Program updates <ul style="list-style-type: none"> - Supported 335 students - Students have said they felt supported, good to have a central place for information - International student travel to Canada <ul style="list-style-type: none"> - After the announcement from the feds: <ul style="list-style-type: none"> - What have SFU been hearing about whether int'l students will be exempt? - What lobbying efforts has SFU been engaged in to make sure int'l students won't be disproportionately impacted by this travel policy? - Carolyn: <ul style="list-style-type: none"> - These rules are likely not to exclude int'l students - FYI - this is where the hotels will be listed. The webpage we keep refreshing! https://www.canada.ca/en/public-health/services/diseases/2019-novel-coronavirus-infection/latest-travel-health-advice/mandatory-hotel-stay-air-travellers.html - Still trying to figure out what this means for the CARES program and continuation of care for students - Black Faculty Hiring <ul style="list-style-type: none"> - We want to see this motion brought to senate and voted on, but they expressed a desire to push this back until a future senate meeting so that we can get the support of the Provost first??? Before bringing it to Senate - African diaspora program <ul style="list-style-type: none"> - There is not enough pedagogy and research specifically targeted towards to the African Black and African Diaspora, and the current African Studies programme is not as supported as the community has raised on previous occasions - There is a serious need for Black, African and African Diaspora studies and research that centers the research around a cross section and multi-disciplinary experiences of people of Black, African and African Descent - Student Conduct Policy <ul style="list-style-type: none"> - We have pretty massive concerns regarding the draft Student Conduct Policy that has been posted online. Specifically, as it relates to the following line of the policy:

	<ul style="list-style-type: none"> - Appendix B: 2.2.3 Disruption means engaging in unruly or threatening behaviour that causes a disturbance and disrupts or threatens to disrupt a University event, activity, or process. - As a student society, we are very concerned about this section as it could have adverse impacts on the right to freedom of expression and right to protest on campus. Our concerns are as follows: <ul style="list-style-type: none"> - 1) infringes on right of protest peacefully and vague language of "unruly or threatening": is subjective, and protests such as the Tuition Freeze Now protests or the RA protests would be deemed prohibited - this is wrong - 2) disproportionately impact folks who will have grievances with the university (i.e. racialized and low income students) - against the EDI mandate of the University. We've already seen how vague policies disproportionately impact marginalized community members at SFU in the past. <ul style="list-style-type: none"> - "unruly" can never be allowed into a policy, that's a word that just screams to be used in a discriminatory way towards marginalized folks. - 3) has the risk of creating a criminalizing pathway and othering of students, students who cause no harm to anyone and are simply protesting policies and practices that are inequitable - Security Break <ul style="list-style-type: none"> - We expressed our concern that this happened. We wanted to know what they were gonna do to prevent this going forward. - They said they knew about this and didn't notify us for 14 days :O because they wanted to know exactly what data was exposed - Have to be transparent about it though because of privacy legislation
Next Steps	<ul style="list-style-type: none"> - Schedule meeting on the student conduct policy concerns

Meeting, Date	University Relations Meeting With Gabriel Goodman, 02/19/2021
Parties Attending	Osob Mohamed, Gabe Liosis, Gabriel Goodman
Meeting Length (Hrs)	1.5 Hours
Reason	<ul style="list-style-type: none"> - Catch Gabriel (new SFSS Board Organizer) up on University Relations projects I've worked on this past year, and that are still ongoing
Summary and Outcome	<ul style="list-style-type: none"> - Discussed a few things: <ul style="list-style-type: none"> - (1) Councillor training and development for the upcoming year - (2) University Relations Projects, including <ul style="list-style-type: none"> - P/Cr/Nc Grading - Gondola
Next Steps	N/A

Meeting, Date	Library OER Working Group Meeting, 02/22/2021
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Parties Attending	Members of the Library OER Working Group
Meeting Length (Hrs)	0.75 Hours
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Roundtable Introductions - Updates from all areas on OER developments - Discussed Open Education Week
Next Steps	

Meeting, Date	Governance Committee, 02/24/2021
Parties Attending	Gabe Liosis, Corbett Gildersleve, Osob Mohamed, Matthew Provost, WeiChun Kua, Zaid Lari, Balqees Jama
Meeting Length (Hrs)	1 Hour
Reason	Regularly Scheduled Biweekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Approved and recommended a proposed amendment to Board Policy Rule-9 to the Board of Directors - Approved and recommended a development plan for the SFSS Issues Policies
Next Steps	<ul style="list-style-type: none"> - Submit the proposals to the Board of Directors for notice of motion and approval

Meeting, Date	Meeting With Burnaby Mayor Hurley, 02/24/2021
Parties Attending	Osob Mohamed, Gabe Liosis, Mayor Hurley of Burnaby
Meeting Length (Hrs)	0.5 Hours
Reason	Discuss the proposed Burnaby Mountain Gondola
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the proposed Burnaby Mountain Gondola and asked what his thoughts were.
Next Steps	N/A

Meeting, Date	Enrolment Appeals Committee Meeting, 02/26/2020
Parties Attending	Members of the EAC
Meeting Length (Hrs)	0.5 Hrs
Reason	Regularly Scheduled Monthly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Voted on 2 appeals (details on appeals is confidential)
Next Steps	N/A

Meeting, Date	Board of Directors, 02/26/2021
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Parties Attending	Members of the Board of Directors
Meeting Length (Hrs)	3 Hours
Reason	Regularly Scheduled Biweekly Meeting
Summary and Outcome	<p>New Business:</p> <ul style="list-style-type: none"> - Amendment to SO-1 - <i>Be it resolved that the Board of Directors amend SFSS Board Policies, Standing Order 1, as presented in the attached document titled "Proposed Amendment to SO-1: Duties of Committee Chairs".</i> - SFSS Issues Policies: Black History Month: <ul style="list-style-type: none"> - Balqees Jama brought this from the BIPOC CMTE to the board table to establish and implement this issues policy. - <i>Whereas, SFSS BIPOC Committee recommended that the Board of Directors create an Issues Policy in support of recognising Black History Month and actively supporting Black-led efforts in celebrating it,</i> - <i>Be it resolved that, the Board of Directors create an SFSS Issues Policy, Black History Month, as presented in the attached document titled "Proposed Draft Issues Policy IP-2: Black History Month".</i> - Be it resolved to file the Memorandum of Understanding within the SFSS records, and the SFSS server. - Osob brought this motion <ul style="list-style-type: none"> - This was regarding having access to email lists - Issues Policies Development Plan: <ul style="list-style-type: none"> - <i>Be it resolved that the Board of Directors approve the SFSS Issues Policies Development Plan as attached.</i> - Phum Brought motions to the board table that got directed to the governance committee <p>Discussion Items:</p> <ul style="list-style-type: none"> - SFU Fall 2021 Announcement and the SUB -
Next Steps	<ul style="list-style-type: none"> - Submit work orders for the policy amendments to be posted on the website, and for the notices of motions to be posted on the website

Projects and Events

Project/Event Title	Council Policies
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Worked on a "find-and-replace" of the current Board Policies to replace any mentions of "Board" with "Council" - Identified areas of the policies in which warranted further discussion by the Transition Steering Committee's Governance Working Group
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	6 Hours

Project/Event Title	Consent Agenda Policy
Updates and Upcoming Plans	<ul style="list-style-type: none"> - This policy was an idea brought to Governance Committee, and I worked on as an amendment to Board Policy Rule 9 to bring forward a process for a "Consent Agenda", and also added definitions for the following terms:

	territorial acknowledgement, roll call of attendance, pronouns, and access needs.
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	1.5 hours

Project/Event Title	JOG Prep
Updates and Upcoming Plans	- Preparation session with the SFSS President and I for the upcoming JOG meeting on 02/18
Relevant Strategic Priorities	University Relations, Student Financial Health, Student Well-being
Total Time (Hrs)	0.5 Hours

Project/Event Title	Preparing for Library OER
Updates and Upcoming Plans	- Preparation session for the upcoming Library OER Working Group meeting on 02/26
Relevant Strategic Priorities	Student Financial Health, University Relations
Total Time (Hrs)	1 Hour

Project/Event Title	Preparing / Debrief for Governance Committee Meeting
Updates and Upcoming Plans	- Preparation for the upcoming Governance meeting on 2/24/2021
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	0.5 Hours

Project/Event Title	Prep for Meeting With Mayor Hurley
Updates and Upcoming Plans	- Preparation session with the SFSS President and I on the upcoming meeting we had with Mayor Hurley of Burnaby
Relevant Strategic Priorities	Governmental and Stakeholder Relations, Student well-being
Total Time (Hrs)	0.75 Hours

Project/Event Title	Reading SFU Budget
Updates and Upcoming Plans	- Reading the Draft SFU 2021/22 Budget in order to provide detailed feedback to the SFU Department of Finance - Will be releasing a public statement on the budget soon

Relevant Strategic Priorities	Student Financial Health, Student Wellbeing, Governmental and Stakeholder Relations, University Relations
Total Time (Hrs)	5 Hours

Project/Event Title	Preparing for Enrollment Appeals Committee Meeting
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Preparation Session for the upcoming EAC meeting on 02/26 - Reading appeal requests submitted to the Committee
Relevant Strategic Priorities	University Relations, Student Wellbeing
Total Time (Hrs)	0.5 Hours

Project/Event Title	Prepare for Board of Directors Meeting
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Preparing for the Board of Directors meeting on 02/26 - Reading the agenda and its material, preparing remarks, etc.
Relevant Strategic Priorities	N/A
Total Time (Hrs)	1 Hour

At-Large Representative (Balqees Jama)

Meeting Summary and Comments

Meeting, Date	HR and Personnel, Feb 17
Parties Attending	Matt (VP Services), Corbett (VP Finance), Balqees (At-Large); Ayesha Khan (Operations Organizer)
Meeting Length (Hrs)	1.5
Reason	Regularly scheduled
Summary and Outcome	We reviewed and approved minutes, received hiring committee updates, and SUB staffing models. We went in-camera for staffing matters.
Next Steps	N/A

Meeting, Date	Search Committee: Registrar and Executive Director of Student Enrollment, Feb 22-23
Parties Attending	Members of the search committee
Meeting Length (Hrs)	3.5 + 6.5 = 10
Reason	Candidate interviews
Summary and Outcome	First round of interviews
Next Steps	Do second round of final interviews and select a person to recommend

Meeting, Date	Staff Review - HRP Follow up - February 19th
Parties Attending	Matt (VP Services), Corbett (VP Finance), Balqees (At-Large)
Meeting Length (Hrs)	1
Reason	HR and Personnel Committee follow up.
Summary and Outcome	In-Camera discussion items
Next Steps	N.A

Meeting, Date	SFSS Board of Directors Meeting
Parties Attending	Board of Directors; Society Staff
Meeting Length (Hrs)	3
Reason	Regularly scheduled bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none">- We passed a policy regarding Black History Month for inclusion in the SFSS Issues policies- Filed the Memorandum of Understanding with SFU regarding regular access

	<p>to the membership mailing list</p> <ul style="list-style-type: none"> - Discussed the development of additional policies for the SFSS issues policies - Received updates from Events Committee on the Women of the Year awards
Next Steps	Update IP doc to include the new policy

Projects and Events

Project/Event Title	Black History Month (BHM) Issues Policy
Updates and Upcoming Plans	<p>Recommendation passed by BIPOC Committee for the Board to create a Issues Policy on BHM. Nafoni and I consulted with SOCA and drafted this policy - co-sponsored by SFSS Black Caucus - that was passed by the Board. The goal is to celebrate Blackness year round, while ensuring that BHM is celebrated within the SFSS long term, and in a way that is respectful and empowering to Black students already celebrating and doing labour.</p> <p>See BHM Policy here https://sfss.ca/wp-content/uploads/2021/03/2021-02-26-SFSS-Issues-Policies.pdf</p>
Relevant Strategic Priorities	Organizational Development Student Wellbeing
Total Time (Hrs)	5

At-Large Representative (Phum Luckkid)

Meeting Summary and Comments

Meeting, Date	Stormhacks 2021 Judging Panel, Feb 21st
Parties Attending	StormHacks 2021, Judges (SFU Faculty, Industry leaders, students)
Meeting Length (Hrs)	2.5
Reason	Invited to be a judge for the StormHacks Hackathon
Summary and Outcome	Sat on the judging panel along with around 10 others Gave comments and feedback, made decision for first, second and third place
Next Steps	N/A

Meeting, Date	SFSS Accessibility Committee, Feb 22nd
Parties Attending	SFSS Accessibility Committee
Meeting Length (Hrs)	1
Reason	Biweekly Meeting
Summary and Outcome	Access Needs Definition - Defined what is an accessibility need within the policies Psychoeducational Assessments Update - Emerly met with Studentcare and came up with a draft policy SUB Audit Update - Level Playing Field has created the surveys, they want our feedback as to what goes into the survey. Committee states that the questions are comprehensive Accessibility Fund Promotion - Left over from last meeting, there is no promotion that the accessibility fund exists, I want to wait for Accessibility Assistant hiring before rolling out the fund.
Next Steps	Approve new definition at board, approve psyched at the board, discuss accessibility fund with the assistant

Meeting, Date	Meeting with Matt (VP Student Services), Feb 23rd
Parties Attending	Myself, Matthew Provost
Meeting Length (Hrs)	1
Reason	Discussion of MySSP
Summary and Outcome	Students in the past and currently have raised concerns that MySSP can be harming as counsellors may not address student's problems when they are in crisis. Discussed next steps to how we could change it

Next Steps	Schedule meeting with HCS Director Martin
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Meeting, Date	Members Services Advisory Committee meeting, Feb 23rd
Parties Attending	MSAC
Meeting Length (Hrs)	2.5
Reason	Biweekly meeting
Summary and Outcome	<p>Club Terms of Reference Updates</p> <ul style="list-style-type: none"> - The process of removal of an executive from staff side as well as policies regarding conflict of interests were lacking, Ricky (Clubs Coordinator) wanted to amend the terms of reference <p>Clubs TOR with SVSPO Edits</p> <ul style="list-style-type: none"> - Similarly, the language around sexual violence and harassment is lacking in the clubs TOR, we worked with SFU's SVSPO office to create new amendments <p>Events TOR</p> <ul style="list-style-type: none"> - Policies around which events will be approved need to exist, right now SFSS is just winging it and has no policies around what events are allowed. This policy needs to be adopted for coordinators to refer to when making granting decisions <p>Maximum Number of Executives</p> <ul style="list-style-type: none"> - SFSS coordinators asked whether there should be a limit on number of executives, the committee decided it was best not to have a limit <p>Smash Club, Mountainside games Conflict of Interest</p> <ul style="list-style-type: none"> - Confidential <p>Virtual Events Platform Document</p> <ul style="list-style-type: none"> - A guide could be made around how clubs can use Zoom and Hopin for their club events. However, we are already experienced with the use of platforms so we feel this will not be necessary
Next Steps	Approve TOR edits at board

Meeting, Date	SFSS Events Committee, Feb 24th
Parties Attending	SFSS Events Committee
Meeting Length (Hrs)	1
Reason	Biweekly meeting
Summary and Outcome	<p>Approval of funding for</p> <ul style="list-style-type: none"> - SFSS x SFU Rec healthy eating workshop speaker fees - SFSS women if the year award trophies - SFPIRG inclusive events workshop - UNICEF x POH mental health conference <p>Reviewed the Events Terms of Reference from MSAC, committee approved it</p>
Next Steps	March events planning, approval of Events TOR at board

Meeting, Date	SFU Anime Club Exec Meeting, Feb 28th
Parties Attending	SFU Anime Executives

Meeting Length (Hrs)	3
Reason	Exec meeting
Summary and Outcome	<p>Discussion of return to in-person events</p> <ul style="list-style-type: none"> - What materials we need to request from SFSS to return to campus - What materials do we currently have - Exec training on how to conduct in-person events <p>Discussion of new server emotes and new discord user experience</p>
Next Steps	March event planning

Projects and Events

Project/Event Title	Mental Health Conference
Updates and Upcoming Plans	Approved funding at the Events Committee. Will attend another meeting with UNICEF SFU to make sure they receive the funding
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	3

Project/Event Title	MySSP concerns
Updates and Upcoming Plans	Dealing with student concerns regarding the efficacy of MySSP. Talked to Matt and will talk to HCS Director Martin about next steps
Relevant Strategic Priorities	Student Well-being
Total Time (Hrs)	1.5

Applied Science Representative (Harry Preet Singh)

Meeting Summary and Comments

Meeting, Date	ECAC Meeting, 22nd Feb
Parties Attending	ECAC Members
Meeting Length (Hrs)	1
Reason	ECAC Agenda
Summary and Outcome	Online Activism Burnout Workshop (Iulia). Lobby Days Topics and Date
Next Steps	

Meeting, Date	SCC Meeting, 24th Feb
Parties Attending	SCC Members
Meeting Length (Hrs)	1
Reason	Agenda
Summary and Outcome	Virtual Music Throwback Trivia Approval Throwback Trivia Action Items Future Events
Next Steps	

Arts & Social Sciences Representative (Sude Guvendik)

Meeting Summary and Comments

Meeting, Date	FASS DSU meeting, Feb 18 2020
Parties Attending	Members in Attendance: Mizuki (FASS EPA), Hannah (SASS), Katya (SASS), Abi (FASS EPA), Brian (FASS CSE), Jessie Williams, Jessica (HSU), Jericho (SASU), Regina (SASU), Kayla (WLLSU), Sara (HUMSU), Waleed (LSU), Benjamin (PSSU), Zaena (Phil), Natasha (ESU), Jaden (ESS), Tianna (ISSA), Sude (SFSS), Tiffani (SASU), Ciara (SASU), Milan (SASU), Aislynn (PSU), Selina (GSWSSU), Zaina (SASU), Kayla,
Meeting Length (Hrs)	2 hrs
Reason	Special guest Jessie Williams
Summary and Outcome	<p>Overview of Jessie's major projects and work over the past year</p> <ul style="list-style-type: none">- Readjusting to COVID, new ways to get connected to students and the faculty- Realizing that more students want to get involved in reconciliation and Indigenization efforts but don't really know how- Part of the Aboriginal Steering Committee- Nurtured strong relationship with local Indigenous communities- Over 50% of Indigenous student population at SFU is within FASS- Recommendations for 2021 for University admin- Focus on more conversations like this: virtual space to understand and evolve what we believe and do in regards to reconciliation efforts- More student involvement in this work – include students in these faculty discussions- Work to develop a webpage on FASS website to share and gather information about various reconciliation efforts and projects on campus- Virtual talking circles/webinars to learn and share- FASS Reconciliation working group already exist: they meet 3-4 times a year, and this is where the idea for more collaboration with students was born- Working with the library to collect reconciliation sources and indigenize library practices <p>Open floor for questions:</p> <ul style="list-style-type: none">- Question: best way to reach out to Indigenous students?- English Student Union: trying to work with department to decolonize practices

	<ul style="list-style-type: none"> - Invite a conversation: plant a seed for conversation - Question: how do we incorporate land acknowledgments and reconciliation efforts throughout our events/meetings/journals, not just isolated to the beginning? - Incorporate Indigenous students in our work, invite Indigenous students to be a part of what that looks like - The most important thing is to open up a space for conversation - We invite Elders at times when we don't have answers, unsure: reach out to the Indigenous Student Centre to connect with Elders working with SFU. - Territorial acknowledgment: settlers recognize their land and where it comes from, opening that space for recognition, sharing knowledge about the land you're on - http://www.sfu.ca/olc/indigenous/fnsa - Include facts about the land you're on- find this in 'about us' sections on Indigenous Nations' websites - Reaching beyond territorial acknowledgements: sharing knowledge, everytime sharing something new (ex. Share a specific fact about a different territory in each issue of a journal) - Question: how to make our online events accessible for Indigenous students (Indigenous folks from rural communities who struggle to have access to virtual events) - SFU (Indigenous student center) and the government have programs to make connecting virtually possible for those living in rural/remote areas: add information about this possibility on event posters and event information - Question: How to present land acknowledgments that are more accurate to the individual lands that we're on - Host a land acknowledgment workshop or sharing circle: https://www.lib.sfu.ca/help/academic-integrity/indigenous-initiatives/icrc/land-acknowledgement-workshop - Perhaps this group of FASS DSU reps can host such a workshop and share this outwards with our DSUs - Share this resource far and wide! - Question: How to find/reach out to Indigenous students who want to collaborate? - Create reconciliation working groups on Unions: open call out for Indigenous students who'd want to join and add their input/share their knowledge (sharing circle that will evolve: planting seeds of reconciliation) - Collaborate within Unions: share knowledge - Student voices are more powerful than we realize
Next Steps	Set up a meeting with Mizuki

Meeting, Date	International Student Advocates (ISA), Feb 21st, 2021
Parties Attending	Science rep (WeiChun Kua), ISA volunteers
Meeting Length (Hrs)	2 hrs
Reason	Rewrite and set up elections
Summary and Outcome	<ul style="list-style-type: none"> - Renamed the group from International Student group to International Student Advocacy - Decided on the logo - Viewed the constitution updates and gave feedback - Finalized the election timeline - Appointed Kabir and Weichin to be part of Independent Electoral Commission
Next Steps	Work on platform

Meeting, Date	Board of Directors Meeting, Feb 26th, 2021
Parties Attending	Board Members staff and guests
Meeting Length (Hrs)	3hr
Reason	Regular bi-weekly Board Meeting
Summary and Outcome	Motions: 1- AMENDMENT TO SO-1: Duties Of Committee Chairs 2- SFSS Black History month 3- SFSS- SFU MoU
Next Steps	N/A

Meeting, Date	External and Community Affairs (ECAC) Committee, Feb 22, 2021
Parties Attending	Committee Members: Samad Raza (VP External), WeiChun Kua (Science Rep), Sude Guvendik (FASS Rep), Iulia Zgreabă, Simran Dhadda Staff: Gabriel Goodman (Board Organizer), Sarah Edmunds (Campaigns, Research and Policy Coordinator)
Meeting Length (Hrs)	1 hr
Reason	Regular committee meeting
Summary and Outcome	-> Discussed lobby days that's happening in March <ul style="list-style-type: none"> o Went through the different topics and members will pick the topics they're interested in lobbying o Members will email MPs and MLAs to set up meetings o Sarah prepared a templates and lists
Next Steps	<ul style="list-style-type: none"> - Choose lobbying topics and email MPs and MLAs

Projects and Events

Project/Event Title	International Student Advocate (ISA) Restart
Updates and Upcoming Plans	<ul style="list-style-type: none">- Help Weichun with writing the constitution- Tried making the logo- Reached out to different advisors at SFU and FIC to notify international students of elections
Relevant Strategic Priorities	International Student Advocacy
Total Time (Hrs)	3 hrs

Business Representative (Mehtaab Gill)

Meeting Summary and Comments

Meeting, Date	Feb. 24 SCC Meeting
Parties Attending	SCC Committee
Meeting Length (Hrs)	1
Reason	SCC Meeting
Summary and Outcome	<ul style="list-style-type: none">- SCC 2000s Music Throwback Trivia Night<ul style="list-style-type: none">- <i>Saturday March 13 at 7pm on Zoom</i>- Registration on Eventbrite- Prizes!!
Next Steps	

Projects and Events

Project/Event Title	N/a for this period
Updates and Upcoming Plans	
Relevant Strategic Priorities	
Total Time (Hrs)	

Communication, Art & Technology Representative (Haider Masood)

Meeting Summary and Comments

Meeting, Date	SFSS Events Committee meeting [Feb 24th]
Parties Attending	VP Student Life Jennifer Chou (Chair), At-large representative Phum Luckid, Education Rep Emerly, At-large members
Meeting Length (Hrs)	45 min
Reason	Regularly scheduled meeting
Summary and Outcome	<p>SFSS EventsXRecreation Collaboration</p> <ul style="list-style-type: none"> • Approved \$80 for the club collaboration from the club grants. • They want to collaborate on food workshops, and the Events Committee has done successful food workshops in the past. • The event will be hosted on Tuesday, March 9th via Instagram live. • The video will be saved on their profile as well. • Will be doing a gift card giveaway with the money (\$80). <p>SFSS Women of the Year Award</p> <ul style="list-style-type: none"> • Approved \$1296 for the awards. • The Budget is the same as last year. \$85 per award. • Contingency amount is 25% as the awards will be shipped internationally so probability of breaking. • Maybe at the end of the awards, (after the winners are announced) we can do a women safety workshop and invite and announce the winners during the event. <p>SFPIRG Training</p> <ul style="list-style-type: none"> • Workshop about hosting inclusive events. • \$250 approved for the workshop. <p>Note: Had to leave the meeting in between due to a fire alarm.</p>
Next Steps	

Meeting, Date	SFSS Board Meeting [Feb 26th]
Parties Attending	Board Members and Society Staff
Meeting Length (Hrs)	4 hours
Reason	<p>Amendments to Committee chairs duties</p> <ul style="list-style-type: none"> • Documents: <ul style="list-style-type: none"> ◦ Proposed Amendment to SO-1-Duties of Committee Chair • Discussion:

- Expand on duties of committee chairs a bit more
- Added more than 2 lines (before there were only 2 lines)
 - Expectations of Chairs before, during, and after committee meetings
 - Timeline for agendas being sent to everyone
 - When Chairs are expected to communicate with administrative assistants

Black History Month

- *Motion:*
 - Whereas, the Parliament of Canada has been officially recognizing Black History Month since 1995 following a motion introduced by the first Black Canadian Woman elected to the Canadian Parliament - The Honourable Jean Augustine,
 - Whereas, Black History Month is important to the Black Community and is a time for reflection, introspection and serves as a time to reconcile and address the specific needs of the Black community,
 - Whereas, Black History Month is crucial to fighting Black erasure and anti-Black racism in Canada and educating people on the contributions of Black Canadians,
 - Whereas, SFSS BIPOC Committee recommended that the Board of Directors create an Issues Policy in support of recognizing Black History Month and actively supporting Black-led efforts in celebrating it,
 - Whereas, SOCA has been recognizing Black History Month since it's creation in 1994 when it was formerly known as the Black Students Association,
 - Whereas, the Board of Directors passed MOTION BOD 2019-02-01:07 that SOCA submitted requesting that SFSS Formally Recognizes Black History Month at Simon Fraser University at their February 1, 2019 Board of Directors Meeting,
 - Be it resolved that, the Board of Directors create an SFSS Issues Policy, Black History Month, as presented in the attached document titled "Proposed Draft Issues Policy IP-2: Black History Month".
 - Briefing note:

https://drive.google.com/file/d/1XM1XPI2UkTLZV2h902A9GJkbQzwcY_Tz/view?usp=sharing

- Balqees Jama appreciated folks celebrating BHM.
- Student Society to celebrate BHM.
- Celebrating Black History Month would help celebrate the achievements of Black students
- Policy is worded to empower Black students on campus, clearly stating what the SFSS supports and opposes

Memorandum of Understanding

- *Motion:*
 - Whereas the Simon Fraser Student Society has an ongoing agreement with Simon Fraser University regarding the access to the membership mailing list as per the BC Societies Act;
 - Be it resolved to file the Memorandum of Understanding within the SFSS records, and the SFSS server.

	<p>Discussion:</p> <ul style="list-style-type: none"> • SFSS President, Osob, has been sorting out access to membership mailing list with SFU • Mailing list for sending out elections, notices, important information • There was an MOU that was renewed and signed this year, so we have the mailing list and can use it for our own purposes
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)	

Education Representative (Emerly Liu)

Meeting Summary and Comments

Meeting, Date	[February 22] OER (Open Educational Resources) Working Group meeting
Parties Attending	Representatives of the SFU Library, SFU Bookstore, Centre for Educational Excellence
Meeting Length (Hrs)	1 hour
Reason	Monthly
Summary and Outcome	Discussion - Round table updates from the SFU Library, CEE, ISTLD - Open Education Week - Library open education strategy project - Changing Terms of Reference
Next Steps	Contact OER working group members about OER Student Campaign

Meeting, Date	[February 22] Education Student Association (ESA) meeting
Parties Attending	ESA members
Meeting Length (Hrs)	1 hour
Reason	Bi-weekly
Summary and Outcome	Discussion - February event debrief - Council elections and Constitution update - March event - ESA merchandise
Next Steps	Develop graphic and write description for Council General Elections post

Meeting, Date	[February 22] Accessibility Committee meeting
Parties Attending	SFSS VP Student Life, Education Rep, Student At-Large members, SFSS staff
Meeting Length (Hrs)	1 hour
Reason	Bi-weekly
Summary and Outcome	Discussion - SUB Audit update - Psycho-Educational Assessment update - Accessibility Fund Promotion - Access Needs Definition
Next Steps	Follow up with Studentcare about their internal meeting

Meeting, Date	[February 24] Events Committee meeting
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Parties Attending	SFSS VP Student Life, Education Rep, FCAT Rep, At-Large Rep, Student At-Large members
Meeting Length (Hrs)	1 hour
Reason	Bi-weekly
Summary and Outcome	<p>Motions</p> <ul style="list-style-type: none"> - Approved funding for the SFSS Events x SFU Recreation Food Workshop - Approved funding for the SFSS Women of the Year Awards - Approved funding for an inclusive events workshop hosted by SFPIRG - Approved funding for the UNICEF SFU SFU Pursuit of Happiness Mental Health Conference <p>Discussion</p> <ul style="list-style-type: none"> - Event-Planning Processes - March Events
Next Steps	N/A

Meeting, Date	[February 26] Board meeting
Parties Attending	Board of Directors, SFSS Staff
Meeting Length (Hrs)	3 hours
Reason	Bi-weekly
Summary and Outcome	<p>Motions</p> <ul style="list-style-type: none"> - Approved amendment to the Duties of Committee Chairs in the SFSS Board Policies - Approved the creation of an SFSS Issues Policy, Black History Month - Approved to amend the SFSS Board Policies R-9 - Moved to commit section 6 of the SFSS Clubs Terms of Reference to the Governance Committee for further review - Moved to commit the Events Terms of Reference to the Governance Committee for further review - Approved to form a working group to develop a reopening plan for September 2021 and appoint the SFSS VP University Relations as Chair - Approved to accept the new services agreement with Fraser International College <p>Discussion</p> <ul style="list-style-type: none"> - Executive Committee Transition - SFSS Women of the Year Awards - Fall SUB Reopening Plan
Next Steps	N/A

Projects and Events

Project/Event Title	Textbook Bursary Program
Updates and Upcoming Plans	<ul style="list-style-type: none"> - I will no longer be leading this initiative as I will be focusing on OER projects - I emailed Hope Powers, Chair of OER working group and Teaching & Learning Librarian, to introduce UAA members, Weichun and Priyanka, who will be working on this
Relevant Strategic Priorities	<ul style="list-style-type: none"> - Student well-being, student financial health

Total Time (Hrs)	0.25 hour
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Project/Event Title	Psycho-educational Assessments (PEA)
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Waiting on final updates from Studentcare - Studentcare recommends that this service be offered retroactive to January 1, 2021 - Gave updates at the Accessibility Committee meeting
Relevant Strategic Priorities	- Student well-being, student financial health
Total Time (Hrs)	1 hour

Project/Event Title	OER Student Campaign Video
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Reviewed footage that the Communications team and I filmed last year - Emailed OER working group members to discuss updated textbook statistics and interviews
Relevant Strategic Priorities	- Student engagement, student well-being, student financial health
Total Time (Hrs)	1 hour

Environment Representative (Anuki Karunajeewa)

Meeting Summary and Comments

Meeting, Date	External Committee meeting February 22, 2021
Parties Attending	ECAC members, staff and myself
Meeting Length (Hrs)	1 hour
Reason	Regular scheduled meeting
Summary and Outcome	Discussed lobby day topics and set a deadline to send in what we are interested in lobbying in.
Next Steps	Send in topic by tomorrow night

Meeting, Date	MARE meeting February 25, 2021
Parties Attending	Nafoni Modi and myself
Meeting Length (Hrs)	2 hours
Reason	Regular scheduled meeting
Summary and Outcome	Picking out moderators/workshop speakers
Next Steps	N/A

Meeting, Date	External committee meeting February 22, 2021
Parties Attending	ECAC committee members, staff and myself
Meeting Length (Hrs)	1 hour
Reason	Regular scheduled meeting
Summary and Outcome	Discussed lobby days and next steps, and assigning topics
Next Steps	Pick and email lobby day topics

Meeting, Date	Footprints speaker panel meeting February 24, 2021
Parties Attending	Footprints youth council and myself
Meeting Length (Hrs)	1 hour
Reason	Speaker briefing meeting
Summary and Outcome	I met with the youth leadership team to discuss speaking at their event as an environmental leader and other logistics of their event.
Next Steps	Prepare slides for presentation

Meeting, Date	Students against TMX February 25, 2021
Parties Attending	Justice no Pipeline execs, DogwoodSFU execs and myself
Meeting Length (Hrs)	1 hour
Reason	Regular scheduled meeting
Summary and Outcome	Had a presentation from SFPIRG Discussed handing off campaign to next SFSS board
Next Steps	N/A

Projects and Events

Project/Event Title	MARE workshops
Updates and Upcoming Plans	Meetings with Nafoni and AMS to discuss collaboration on one of the events
Relevant Strategic Priorities	Researching, reaching out to speakers and AMS.
Total Time (Hrs)	5 hours

Health Science Representative (Nafoni Modi)

Meeting Summary and Comments

Meeting, Date	FHS Conversation, February 16
Parties Attending	FHS Professors, Grad students and alumni
Meeting Length (Hrs)	2 hours
Reason	Celebrating BHM
Summary and Outcome	Recorded and put on fhs website
Next Steps	

Meeting, Date	EDI Hiring committee, February 19
Parties Attending	EDI Selections Committee (sfu)
Meeting Length (Hrs)	2 hours
Reason	Hiring committee for EDI role
Summary and Outcome	Highlighting what we want to see in the person who fills the role, getting to know committee members
Next Steps	

Meeting, Date	EDI Hiring Committee, February 23
Parties Attending	EDI selections committee
Meeting Length (Hrs)	2 hours
Reason	Hiring committee for EDI role
Summary and Outcome	Highlighting what we want to see in the person who fills the role, getting to know committee members
Next Steps	

Meeting, Date	MARE, February 25
Parties Attending	Anuki
Meeting Length (Hrs)	2 hours
Reason	Planning workshops
Summary and Outcome	Picking out moderators/workshop speakers

Next Steps	Finalizing speakers and reaching out to them
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Projects and Events

Project/Event Title	MARE
Updates and Upcoming Plans	Reaching out to speakers
Relevant Strategic Priorities	Researching
Total Time (Hrs)	2

Science Representative (WeiChun Kua)

Meeting Summary and Comments

Meeting, Date	International Student Advocates (ISA), Feb 21st, 2021
Parties Attending	WeiChun Kua (Science Rep), Sude Givendik (FASS Rep), Kirtana Menon, Shahriar Kabir Noor
Meeting Length (Hrs)	1 hour
Reason	To rewrite constitution and set up elections
Summary and Outcome	<ul style="list-style-type: none">• Decided on a logo and renamed the group from International Student Group to International Student Advocates• Finalized election timeline• Went over Constitution updates• Appointed Independent Electoral Commission
Next Steps	Work on Nomination form and Election policies

Meeting, Date	External and Community Affairs (ECAC) Committee, Feb 22, 2021
Parties Attending	Committee Members: Samad Raza (VP External), WeiChun Kua (Science Rep), Sude Guvendik (FASS Rep), Iulia Zgreabăn, Simran Dhadha Staff: Gabriel Goodman (Board Organizer), Sarah Edmunds (Campaigns, Research and Policy Coordinator)
Meeting Length (Hrs)	1 hour
Reason	Regular Committee Meeting
Summary and Outcome	<ul style="list-style-type: none">• Discussed lobby days that's happening in March<ul style="list-style-type: none">○ Went through the different topics and members will pick the topics they're interested in lobbying○ Members will email MPs and MLAs to set up meetings○ Sarah prepared a template and list of MPs and MLAs
Next Steps	Pick lobbying topics and email MPs and MLAs

Meeting, Date	Defund 604 Network Meeting, Feb 22nd, 2021
Parties Attending	Defund Network Members, WeiChun Kua (Science Rep), Marie Haddad (Incoming VP Equity and Sustainability)
Meeting Length (Hrs)	2 hours
Reason	Build connection with the network
Summary and Outcome	Went through online security safety and went into breakout rooms with different committees
Next Steps	N/A

Meeting, Date	Governance Committee Meeting, Feb 24th, 2021
Parties Attending	Gabe, Balqees, Osob, Corbett, WeiChun Kua, Gabriel Goodman, Ayesha Khan, Sarah Edmunds
Meeting Length (Hrs)	1 hour
Reason	Regular Bi-weekly Meeting
Summary and Outcome	Motions: <ol style="list-style-type: none"> 1. Amendment to Board Policy R-9 (BOARD OF DIRECTORS MEETINGS)[Passed] <ol style="list-style-type: none"> a. Including definitions for Territorial Acknowledgement, Pronouns, Access Needs, and addition of Consent Agenda b. Will be recommended to the Board 2. SFSS Issues Policies Development Plan [Passed] <ol style="list-style-type: none"> a. Proposed plan to add society stances on social and political issues b. Will be recommended to the Board and work with relevant groups and committees to write policies
Next Steps	

Meeting, Date	SFU MSU Meeting, Feb 24th, 2021
Parties Attending	Beth Maschmann, Reese Muntean (GSS Director of Academic Relations), Sarom Rho, WeiChun Kua (Science Rep), Samad Raza (VP External), Hafsa, Rahil (TSSU Coordinator)
Meeting Length (Hrs)	30 mins (i was late to the meeting due to class)
Reason	Planning out the MSU Study Permit extension win event
Summary and Outcome	Discussed the event on Study Permit extension win we're putting together
Next Steps	Rahil will sent out plan and action items

Meeting, Date	Students Against TMX (SAT) Meeting, Feb 25th, 2021
Parties Attending	Jane Kim, Iulia Zgreaban, Mari, Simran Dhadda, Christina Kachkarova, Anuki Karunajeewa, Gabby Doebeli, WeiChun
Meeting Length (Hrs)	1 hour
Reason	Regular Bi-weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Gabby from SFPIRG came to talk about ways SFPIRG can support our work ● BC Green Caucus wants to work with us to put pressure on BC NDP to reaffirm their opposition during a Minister meeting around April ● Releasing our survey on the Tank Farm and TMX to the SFU Community. Will be sent out through SFSS mail list.
Next Steps	N/A

Meeting, Date	Board of Directors Meeting, Feb 26th, 2021
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Parties Attending	<p>Board Members: Osob Mohamed (President), Corbett Gildersleve (VP Finance), Matthew Provost (VP Student Services), Samad Raza (VP External), Jennifer Chou (VP Student Life), Gabe Liosis (VP University Relations), Balqees Jama (At-Large Representative), Emerly Liu (Education Representative), WeiChun Kua (Science Representative), Sude Guvendik (FASS Rep), Harry Preet Singh (Applied Science Representative), Haider Abbasi (FCAT Representative)</p> <p>Staff: Sarah Edmunds (Campaigns, Research and Policy Coordinator), Board Organizer (Board Organizer), Brianna Mau (Admin Assistant), Ashley Brooks (OOC Coordinator and Shop Steward), Sindhu (Communication Coordinator)</p> <p>Guest: Ryan (Council Liaison)</p>
Meeting Length (Hrs)	3 hours
Reason	Regular Bi-weekly Board Meeting
Summary and Outcome	<p>Motions:</p> <ul style="list-style-type: none"> ● Amendment to SO-1: Duties of Committee Chairs [Passed] <ul style="list-style-type: none"> ○ Added duties to committee chairs such as making sure committee vacancy are update on website and advertise on social media ● SFSS Black History Month [Passed] <ul style="list-style-type: none"> ○ Balqees brought forward a motion to include recognition and celebration of Black History Month into SFSS Issues Policies ● SFSS-SFU MoU [Passed] <ul style="list-style-type: none"> ○ Filing of Memorandum of Understanding between the SFSS and SFU ○ This gives us access to our membership mailing list as per BC Societies Act ○ Receive monthly list of undergrad membership from SFU ○ List is received by our privacy officer, Sarah Edmunds ● Issues Policies Development Plan [Passed] <ul style="list-style-type: none"> ○ The board passed a development plan recommended by the Governance Committee to work on adding different Issues Policies in consultation with relevant constituency groups and communities. <p>Discussions:</p> <ul style="list-style-type: none"> ● SUB opening and SFU Fall announcement plan <ul style="list-style-type: none"> ○ The board discussed potential of opening the SUB in Fall 2021 with SFU announcing the potential of returning to in-person classes ○ Board created a working group to plan out details and prep the SUB building in the case that it's safe to return to in-person activities.
Next Steps	N/A

Projects and Events

Project/Event Title	International Student Advocate (ISA) Restart
Updates and Upcoming Plans	<ul style="list-style-type: none"> ● Rewrote constitution and set up general election for the executive team ● Renamed the group from International Student Group to International Student Advocates ● Reached out to different advisors at SFU and FIC to notify international students of elections
Relevant Strategic Priorities	International Student Advocacy
Total Time (Hrs)	4 hours

Project/Event Title	Students Against TMX (SAT)
Updates and Upcoming Plans	<ul style="list-style-type: none">• Sending out a survey to SFU students, faculty and staff to see where the community is at with the awareness of the Burnaby Tank farm and its risks.• Working with the BC Green Caucus to put pressure on the BC NDP to reaffirm their opposition to TMX and make a statement at a Minister meeting sometime in April
Relevant Strategic Priorities	Student Safety
Total Time (Hrs)	3 hours