

1. CALL TO ORDER

Call to Order – 2:03PM

2. TERRITORIALACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x^wməθk^wəyəm (Musqueam), Sk̓wxwú7mesh Úxwumixw (Squamish), Sel̓ilwiltulh (Tsleil-Waututh), k^wik^wəłəm (Kwikwetlem) and q̓icəy̓ (Katzie) Nations. Unceded means that these territories have never been handed over, sold, or given up by these nations, and we are currently situated on occupied territories.

3. ROLL CALL OF ATTENDANCE

3.1 Board Composition

President (<i>Chair</i>)	Osob Mohamed
VP External Relations	Samad Raza
VP Finance	Corbett Gildersleve
VP Student Services.....	Matthew Provost
VP Student Life	Jennifer Chou
VP University Relations.....	Gabe Liosis
At-Large Representative	Balqees Jama
At-Large Representative	Phum Luckkid
Faculty Representative (Applied Sciences)	Harry Preet Singh
Faculty Representative (Arts & Social Sciences).....	Sude Guvendik
Faculty Representative (Business)	Mehtaab Gill
Faculty Representative (Communications, Art, & Technology)	Haider Masood
Faculty Representative (Education)	Emerly Liu
Faculty Representative (Environment)	Anuki Karunajeewa
Faculty Representative (Health Sciences)	Nafoni Modi
Faculty Representative (Science).....	WeiChun Kua

3.2 Society Staff

Operations Organizer	Ayesha Khan
Board Organizer	Gabriel Goodman
Campaign, Research, and Policy Coordinator	Sarah Edmunds
Out on Campus Coordinator	Ashley Brooks
Communications Coordinator	Sindhu Dharma
Administrative Assistant	Brianna Mau

3.3 Guest

Muslim Student Association Representative	Rasha Syed
Student	Kayla Chow

3.4 Regrets

Faculty Representative (Arts & Social Sciences).....	Sude Guvendik
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3.5 Absent

Faculty Representative (Health Sciences)Nafoni Modi

4. ADOPTION OF THE AGENDA

4.1 MOTION BOD 2021-02-12:01

Corbett/Gabe

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED UNANIMOUSLY

- Add Section 5 Ratification of Regrets to ratify regrets from Sude Guvendik.
- Add Section 9 In-Camera after Discussion for Agreement with FIC.
- Add Discussion Item 8.4 Table of Student Societies (ToSS).
- Add Announcement 12.2 BIPOC Committee Vacancy.
- Add Section 11 Notice of Motion for Black History Month Issues Policy Proposal
- Add Discussion Item 8.5 Board/Task Management Software.
- Add New Business 7.3 Board/Task Management Software.

5. RATIFICATION OF REGRETS

5.1 MOTION BOD 2020-02-12:02

Gabe/Matthew

Be it resolved to ratify regrets from Sude Guvendik.

CARRIED UNANIMOUSLY

- Faculty Representative (Arts & Social Sciences) is writing a midterm which is an academic obligation and appropriate for regrets.

6. MATTERS ARISING FROM THE MINUTES

6.1 Board Minutes-MOTION BOD 2021-02-12:03

Corbett/Haider

Be it resolved to receive and file the following minute(s):

- BOD 2020-08-07
- BOD 2021-01-29

CARRIED UNANIMOUSLY

- At the meeting on August 7th, Faculty Representative (Communications, Art & Technology) was added to the regrets list, but that ended up not being passed. This was just an oversight by the Chair.

6.2 Committee Minutes-MOTION BOD 2021-02-12:04

Jennifer/Haider

Be it resolved to receive and file the following minute(s):

- AC 2021-01-13
- EVENTS 2021-01-27
- EXEC 2021-01-20

- UAA 2021-01-22

CARRIED UNANIMOUSLY

7. NEW BUSINESS

7.1 Studentcare Agreement -MOTION BOD 2021-02-12:05

Corbett/Gabe

Whereas the current agreement with Studentcare is expiring;

Whereas Studentcare and the Executive Committee negotiated a new 2-year agreement with the option of extending it by another two years;

Be it resolved that the Board accept the new agreement;

Be it further resolved that President Osob Mohamed and VP Finance Corbett Gildersleve sign the agreement on behalf of the Board.

CARRIED UNANIMOUSLY

- The Board had an initial discussion about this at a Board meeting in December.
 - Some members felt that the proposal from Studentcare that was a 5-year agreement was too long due to recent changes to the benefits for student healthcare.
- Renegotiated this new option so that future governance bodies can review the SFSS's health and dental services plan.
- Nothing else about the contract has changed.
- It is an automatic extension if SFSS does not give notice to Studentcare that they do not want to extend.
- Studentcare agreed to not increase fees as well which benefits the SFSS when it comes to budgeting and referendums.

7.2 Video Conferencing Equipment for SUB-MOTION BOD 2021-02-12:06

Gabe/Matthew

Whereas, with COVID-19 vaccines beginning to rollout in BC, we can expect a limited amount of in-person activities to resume by the end of 2021;

Whereas, all SFSS meetings must be open, transparent, and accessible for our Directors and Members;

Whereas, installing video conferencing equipment in the SUB allows for more open, accessible, and transparent meetings for Directors and Members;

Be it resolved that the Board of Directors approve \$24,650.25 from the Build SFU Fund to install video conferencing equipment into SUB rooms 3331, 2440, and 2420.

CARRIED UNANIMOUSLY

- See the attached file.
- There is a need to start looking ahead at how meetings will be conducted in the SUB as more people are vaccinated and limited in-person meetings resume.
- VP University Relations and VP Finance are currently on campus once a week as Signing Officers and have been looking into best locations to host Council and Executive meetings.
- They have been working with the Building Manager to see what equipment is needed for hybrid meetings.
- Even without the pandemic, this technology benefits the SFSS long term as Burnaby is not the home campus for many Councilors, it will reduce travel costs and improve accessibility for meetings as well.
- Five rooms were identified as potential candidates for the equipment installation needed, and research was done to see if installation would be possible in those rooms.

- Based on results, the two meeting rooms on level 2000 (2440, 2420) and the SFSS staff room on level 3000 (3331) are recommended to be equipped with video conferencing technology.
- Council meeting will likely have to happen in the Ballroom and installing video conference capabilities in such a large room is costly, but VP University Relations, VP Finance and Building Manager are looking into it.
 - The Ballroom has its own challenges, but floor mics can be installed around the space for Council meetings. There can also be a fixed camera or set-up camera that points in a particular place.
 - This is a separate project that will be brought back later.
- The rooms on level 2000 are bookable space, so it can be used by anyone and students can take advantage of this equipment. They can also provide opportunities for revenue as external groups are often interested in rooms with video conference capabilities.
- Room 4200 that seems to fit the most did not work because it was built for a smaller Board. It only has the capacity of 30-35 people and it also is not built for video conferencing equipment.
 - This room is better suited for things like student union AGMs.
- The two level 2000 rooms are tucked away, near study space so there should not be any excess external noise, and the staff meeting rooms are not near places that would cause noise.
 - Noise doesn't travel well through the walls in the SUB so Games Room proximity to one of the level 2000 rooms should not be a problem and if there is an issue, SFSS can mandate headphone use.
- The equipment in each room will be a camera, and a sound bar that has mic and audio capabilities. Building Manager has fact checked the quote and it should be accurate.
 - There is a contingency in the quote, but if it goes any higher than this, it will be brought to the board.

7.3 Board/Task Management Software-MOTION BOD 2021-02-12:07

WeiChun/Corbett

Whereas the SFSS has restructured their governance structure to take effect on May 1st, 2021;

Whereas this new board structure will need greater support to run its meetings effectively;

Whereas there are numerous Board management software available to support the Board;

Be it resolved that the Board of Directors task Board Organizer Gabriel Goodman and VP Finance Corbett Gildersleve to research and compile a report of recommended tools for the Board.

CARRIED UNANIMOUSLY

- This will give Board Organizer and VP Finance a clear mandate on moving forward with this.

8. DISCUSSION ITEMS

8.1 Ablution Room in SUB

- VP Student Life and SFSS Accessibility Committee were doing consultations regarding the gender-neutral washrooms in the SUB.
 - There were some concerns brought up by the Multifaith Center and Muslim Students Association that people would not be able to fix their scarves or do ablution before praying in gender-neutral washrooms.

- But people were ok with 2000 level washrooms becoming gender neutral as long as there are clear signs and directions for the next closest gendered bathroom.
- Ablution rooms need running water.
- There is a private shower space on level 1000 in one of the gender-neutral washrooms that may be possible for ablution as it is an enclosed and private space.
 - Building Manager was planning to put a punch code lock on it.
 - MSA has the same codes across campus for all their prayer rooms that get changed regularly, and it would be nice to have the same code in the SUB building.
 - Can install an internal lock to prevent people from coming in if there is already someone in there.
- No changes would need to be made to the room, but there will need to be clear signs to help students find it.
- Having this in the SUB is going to be helpful for several folks as the AQ has been the only place with an Ablution room.
- Ablution is a ritual that Muslims do before prayer five times a day.
- Security is incredibly important as well because there has been unsafe situations and incidences as well.
- These spaces are essential and should be accessible cause it helps student well-being and enhances student experience and education.
- Next step would include a formal discussion and motion after consultations are over. VP Student Life will also write a formal report on the consultations.

8.2 Events Committee and Trans Inclusion

- VP Student Life talked about the Harry Potter trivia night that was planned and cancelled.
- A student reached out with concerns about trans inclusion as the author of Harry Potter is openly transphobic.
- The event was promoted without a critical lens which was an oversight by event planners and created a non-inclusive environment.
- VP Student Life had a discussion with Out on Campus, but decided to cancel the event. It's better to disappoint some students than harm trans students
- Policies need to translate into practice, and there needs to be opportunities for the Board to actively learn and apply what they stand for.
- VP Student Life has reached out to SFPIRG for a Development Session on hosting inclusive and accessible events that will be in mid-March. It will be promoted so student groups can attend too.
 - There are funds in the training line item for the Board.
- VP Student Services has resources on safe spaces for LGBTQ+ communities that he can share with the Board. There's a clinic downtown called Three Bridges that is trans inclusive as well. Qmunity is good resource too.
- SFSS creating issues policies around anti-transphobia and anti-homophobia would be helpful to implement as well.

8.3 Issues Policy - Living Wages for Students

- Issues Policies creates a standard, goal and mandate for issues that the Board can act on, work towards and be held accountable for. Having them allows the SFSS to have solidarity with groups that do work on particular issues too.

- Living wage is a wage that has been calculated for what you need to survive and it's calculated based on a family of two with two children, so it's not a great measurable for students, but it's a good base point.
- Currently the living wage is \$19.50/hour in Vancouver.
- Students are often paid less across the board, and as part of SFSS's mission to improve financial health of students, we should put it into the issues policies that we believe that all students should earn a living wage.
- This will also allow the SFSS to push for this within SFSS and SFU and also bring this into their lobbying efforts.
- Complexities regard RA wages can be confirmed with TSSU and adding this to the issue policies will allow the SFSS to work with TSSU on this.
 - Some students get paid via grant but do much more work than they are paid for.
- It's also possible to pressure Co-Op to find jobs that pay more or with a fair salary base, and potentially waiving the Co-Op fee.

8.4 Table of Student Societies (ToSS).

- VP University Relations attended the first meeting of this new group who are trying to create a forum between all the student societies on campus including GSS, SFSS, TSSU, Embark, SFPIRG, and more.
- Talked about the goal that the group should be a space where they can work on collective issues that do not have a platform.
 - Ex. Area of interest included student affordability but there is already a working group with SFU on this, so this group would focus on topics, like organizing around tuition, that SFU will not touch.
- It is likely to meet monthly and have a variety of regular members from each student society. There is also the possibility of having relevant committee members attend as well. It will be structured like the Joint Operations Group.
- President and VP University Relations should be permanent members, but VP University Relations is looking into others to include.
- Adding Board Organizer would be a good idea too.
- Good chance to work with TSSU because SFSS has not had much opportunity to connect with them.
- Faculty Representative (Science) is interested in being an alternative.

8.5 Board/Task Management Software

- This discussion has happened on and off throughout the year at the Board table and in Executive Committee meetings.
- Now that there is a new model for Board, it is important to get this project started officially.
- Originally thought it would be helpful for this Board, but we got busy and didn't have time to go through with it. VP Finance revived this idea with Transition Manager, and he had been able create a list but his contract finished so it was passed on to the Administrative Assistants.
- Administrative Assistants have been doing some research, but it would be nice to get official approval from the Board and see if any stakeholders would be interested in helping.

- Difference between Board Management software is related to meetings and documents, but there are an assortment of tools and options. Task Management software is more focused on tracking tasks on the management side of things. Some tools have both.
- Ideally this would go live in May when the new term starts.
- Questions posed: What would be important for this Board to help new Board? Should we find a platform that focuses on both or should it be one or the other?
- Location and accessibility of files is important. Right now, the email model is not bad, but as the Board will be over 50 people, it will be harder to keep track of everything for both the Chair and the Administrative Assistants.
- VP Student Services has had difficulties finding specific documents via email and Google Drive. Having to request and wait for access also makes work difficult. Not being sure what documents is in whose drive.
- Task for Board before the term ends is to make sure everything is filed properly and accessible.
- VP University Relations can see Executive struggle with sharing information with Councilors in a way that is accessible and respectful of the Council as the legal Board of Directors. There needs to be a way to make sure Council has all the information they need to fulfil their duties.
- Another system that might be helpful down the line is software that tracks action items and project management to make sure things are getting done. Functions like breaking down individual parts of projects and giving deadlines would be very helpful.
- SFSS servers need to be made accessible.

9. IN-CAMERA

9.1 MOTION BOD 2021-02-12:08

Matthew/Anuki

Be it resolved to go in-camera for the remainder of the meeting.

CARRIED UNANIMOUSLY

- Agreement with FIC

10. EX-CAMERA

10.1 MOTION BOD 2021-02-12:09

Haider/Matthew

Be it resolved to go ex-camera.

CARRIED UNANIMOUSLY

11. NOTICE OF MOTION

11.1 Black History Month Issues Policy Proposal

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 recognising 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".*

12. ATTACHMENTS

12.1 BN - Video Conferencing Equipment in SUB Meeting Rooms

12.2 Proposed Draft Issues Policy IP-2_ Black History Month

12.3 SUB colour floorplans

13. ANNOUNCEMENTS

13.1 Next Board Meeting on February 26th, 2PM.

13.2 BIPOC Committee Vacancy

14. ADJOURNMENT

14.1 MOTION BOD 2021-02-12:10

Haider/Matthew

Be it resolved to adjourn the meeting at 4:19PM.

CARRIED UNANIMOUSLY

BRIEFING NOTE - VIDEO CONFERENCING EQUIPMENT IN SUB MEETING ROOMS

Authors: Gabe Liosis, VP University Relations; Corbett Gildersleve, VP Finance

ISSUE

During the COVID-19 pandemic, SFSS operations have operated mainly online, with very little in-person activities. During this time, all Board, Committee, and Working Group meetings have been held online via Zoom. This has provided us the luxury of recording our meetings with much ease and having the option to upload these recordings online for our Members to watch afterwards.

However, once we resume in-person meetings, we do not have the necessary equipment for live-streaming or video conferencing capabilities within the Student Union Building's meeting rooms. This presents an issue for the transparency and accessibility of our meetings.

BACKGROUND

The Student Union Building has many different meeting locations scattered throughout the building. The room that was intended to serve as the Board room is located on Level 4000. There are also various meeting rooms on Levels 2000, 3000 and 4000 for various purposes as well.

CURRENT STATUS

Currently, none of the meeting rooms in the SUB have the necessary meeting equipment installed to properly live-capture, live stream, or hold hybrid in-person/online meetings.

Corbett (VP Finance) and I have been engaging in preliminary discussions with John (SFSS Building Manager) on the logistics of installing the necessary equipment in various different locations in the SUB in order to be able to properly host live-capture, live stream, or hold hybrid in-person/online meetings.

KEY CONSIDERATIONS

As vaccination efforts^[1] ramp up in British Columbia and COVID-19 public health restrictions begin to ease, we can expect more people to be coming in and out of the Student Union Building on a regular basis - mainly staff and Board members (Councillors).

Based on the COVID-19 Immunization Plan on the Government of BC's website^[2], it is safe to infer that it will be a long time until we can return to in-person meetings as we once knew them, due to the priority level at which the age group of the majority of University students fall into. We will likely be able to host small meetings in the SUB if COVID numbers begin to decrease, even if members present are at least 2 metres apart at all times and wearing masks.

Furthermore, even in the distant future, where COVID-19 is no longer an imminent concern, the benefits for having hybrid in-person/online meetings are quite extensive. Here are some benefits:

- More accessible for Councillors & Executive Officers whose home campus is not Burnaby campus to attend meetings,
- More accessible for folks who are ill/unable to be physically present on campus to attend meetings,
- Allow guests from outside of the region to video conference into meetings,
 - Historically, we have paid to fly in advisors/experts to address the Board. There could be significant cost savings here.
- Allow us to have video conferences with external entities/individuals who live outside the metro vancouver region,
 - Can help reduce travel costs/time incurred by Board members traveling for conferences or other in-person meetings or conventions.
- Students who want to view our Board meetings can attend from home and participate in the meeting online.
- Staff who work at other campuses (i.e. Surrey Campus Coordinator) may attend meetings electronically instead of travelling to Burnaby campus.
- Removes barriers to folks who may have difficulty attending meetings in an in-person setting.
- The rooms can be booked out by external parties at a higher rate, due to the special meeting equipment.

OPTIONS

There are 4 rooms that were identified as potential spaces to install video conferencing equipment within:

1. Room 4200 (Main Board Room)
2. Room 3331 (Staff Board Room)
3. Room 2440 (Second Floor Conference Room)
4. Room 2420 (Second Floor Conference Room)



Room 4200 (Main Board Room)



Room 3331 (Staff Board Room)



Room 2440 (Second Floor Meeting Room #1)



Room 2420 (Second Floor Meeting Room #2)

RECOMMENDATIONS

Corbett and I recommend installing the video conferencing equipment into Room 3331, 2440, and 2420.

We do not recommend installing meeting equipment in Room 4200 (the main board room) because the room is not designed well enough for that type of meeting equipment.

Additionally, at the time the building was designed, the assumption was that the Board was around 12-16 members big. Now, with a Board of Directors (Council) of up to 50+ students, it is likely that we will need to hold these meetings in the Ballroom on Level 5000 of the SUB.

COSTS

Here is a summary of the costs below. The 15% contingency is to allow for any unexpected costs. For a fuller breakdown of these costs, please see the attached quote.

Room	Cost
Rm. 3331	4,015.00
Rm. 2440	\$8,710.00
Rm. 2420	\$8,710.00
Sub-Total	\$21,435
15% Contingency	\$3,215.25
Total	\$24,650.25

MOTION

Whereas, with COVID-19 vaccines beginning to rollout in BC, we can expect a limited amount of in-person activities to resume by the end of 2021;

Whereas, all SFSS meetings must be open, transparent, and accessible for our Directors and Members;

Whereas, installing video conferencing equipment in the SUB allows for more open, accessible, and transparent meetings for Directors and Members;

Be it resolved that the Board of Directors approve \$24,650.25 from the Build SFU Fund to install video conferencing equipment into SUB rooms 3331, 2440, and 2420.

FUTURE CONSIDERATIONS

Based on preliminary discussions with John (SFSS Building Manager), the Ballroom on Level 5000 seems to be the only suitable space for Council meetings to be held once meetings return to fully in-person, or, it works perfectly as a space to have socially distant meetings during the “in-between” period between current COVID restrictions and “back to normal”.

However, in a room the size of the Ballroom, installing video conferencing equipment can be a challenge. Nonetheless, it is possible, and these are discussions Corbett and I continue to have

with John, and they are topics that should be brought back to the Board table for future contemplation.



Level 5000 (Ballroom)



Applied Electronics Limited

8573 Commerce Court, Burnaby, BC V5A 4N5
Ph: 604-439-7228 Fax: 604-439-7210 www.appliedelectronics.com

QUOTATION

ISSUED TO:

Simon Fraser University
8888 University Drive
Payment Services
Financial Services, Strand Hall 2100
Burnaby BC V5A 1S6

ATTN: John Walsh

Ph: 778-707-3616

E-Mail: building.manager@sfss.ca

SHIP TO:

Simon Fraser University
8888 University Drive
Payment Services
Financial Services, Strand Hall 2100
Burnaby BC V5A 1S6

Quote #: SMON1695

Page: 1 of 6

Date: Jan 12, 2021

Expiry Date: Feb 11, 2021

Ref: Unified Communications Room

LN	Quantity	UOM	Part # / Description	Unit	Extended Price
1 Unified Communications Upgrades - Rm 4200					
1.1	1	EA	ATOMEEXWPKIT Atlona AT-OME-EX-WP-KIT Wallplate HDBaseT TX/RX for HDMI with USB	1,090.00	1,090.00
1.2	1	EA	AWUE4KG Panasonic AWUE4KG Compact 4K PTZ Camera for 4K 30p/25p high quality video output - black	1,560.00	Option
1.3	1	EA	960001184 Logitech 960-001184 PTZ Pro 2 - videoconferencing camera	1,070.00	1,070.00
1.4	1	EA	MXA910WUS Shure MXA910W-US steerable ceiling mic - white	5,480.00	5,480.00
1.5	1	EA	TESIRAFORTEDANVT4 Biamp TesiraFORTÉ Dan VT4 DSP fixed I/O server with 4 analog inputs, 4 analog outputs	2,400.00	2,400.00
1.6	1	EA	A-CABLING A/V Cabling Charges	100.00	100.00
1.7	1	EA	A-MISC A/V Miscellaneous Materials, interconnect cables, connectors, adaptors, etc.	125.00	125.00
1.8	4	DAY	INSTL Installation Labour	720.00	2,880.00
Subtotal:					\$13,145.00
2 Unified Communications Upgrades - Rm 3331					
2.1	1	EA	ATOMEEXWPKIT Atlona AT-OME-EX-WP-KIT Wallplate HDBaseT TX/RX for HDMI with USB	1,090.00	1,090.00
2.2	1	EA	720085830001 Polycom 7200-85830-001 Polycom Studio: Audio/Video USB Soundbar, with auto-track 120-deg FOV 4K Camera, USB stereo speakerphone, BT speakerphone, Wi-Fi device management, remote, Cable	1,260.00	1,260.00
2.3	1	EA	A-CABLING A/V Cabling Charges	100.00	100.00



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8573 Commerce Court, Burnaby, BC V5A 4N5
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QUOTATION

ISSUED TO:

Simon Fraser University
8888 University Drive
Payment Services
Financial Services, Strand Hall 2100
Burnaby BC V5A 1S6

ATTN: John Walsh

Ph: 778-707-3616

E-Mail: building.manager@sfss.ca

SHIP TO:

Simon Fraser University
8888 University Drive
Payment Services
Financial Services, Strand Hall 2100
Burnaby BC V5A 1S6

Quote #: SMON1695

Page: 2 of 6

Date: Jan 12, 2021

Expiry Date: Feb 11, 2021

Ref: Unified Communications Room

LN	Quantity	UOM	Part # / Description	Unit	Extended Price
2.4	1	EA	A-MISC A/V Miscellaneous Materials, interconnect cables, connectors, adaptors, etc.	125.00	125.00
2.5	2	DAY	INSTL Installation Labour	720.00	1,440.00
Subtotal:					\$4,015.00
3 Unified Communications Upgrades - Rm 2440					
3.1	1	EA	ATOMEEXWPKIT Atlona AT-OME-EX-WP-KIT Wallplate HDBaseT TX/RX for HDMI with USB	1,090.00	1,090.00
3.2	1	EA	AWUE4KG Panasonic AWUE4KG Compact 4K PTZ Camera for 4K 30p/25p high quality video output - black	1,560.00	1,560.00
3.3	1	EA	SCR20C BiAmp Devio SCR-20C Conferencing hub and microphone; includes SCR-20 hub and 1 DCM-1 pendant microphone, available in black or white	2,220.00	2,220.00
3.4	1	EA	DCM1 Biamp DCM1 Ceiling mounted beamforming microphone	665.00	665.00
3.5	1	EA	A-CABLING A/V Cabling Charges	170.00	170.00
3.6	1	EA	A-MISC A/V Miscellaneous Materials, interconnect cables, connectors, adaptors, etc.	125.00	125.00
3.7	4	DAY	INSTL Installation Labour	720.00	2,880.00
Subtotal:					\$8,710.00
4 Unified Communications Upgrades - Rm 2420					
4.1	1	EA	ATOMEEXWPKIT Atlona AT-OME-EX-WP-KIT Wallplate HDBaseT TX/RX for HDMI with USB	1,090.00	1,090.00
4.2	1	EA	AWUE4KG Panasonic AWUE4KG Compact 4K PTZ Camera for 4K 30p/25p high quality video output - black	1,560.00	1,560.00



QUOTATION

ISSUED TO:

Simon Fraser University
8888 University Drive
Payment Services
Financial Services, Strand Hall 2100
Burnaby BC V5A 1S6

ATTN: John Walsh
Ph: 778-707-3616
E-Mail: building.manager@sfss.ca

SHIP TO:

Simon Fraser University
8888 University Drive
Payment Services
Financial Services, Strand Hall 2100
Burnaby BC V5A 1S6

Quote #: SMON1695

Page: 3 of 6

Date: Jan 12, 2021

Expiry Date: Feb 11, 2021

Ref: Unified Communications Room

LN	Quantity	UOM	Part # / Description	Unit	Extended Price
4.3	1	EA	SCR20C BiAmp Devio SCR-20C Conferencing hub and microphone; includes SCR-20 hub and 1 DCM-1 pendant microphone, available in black or white	2,220.00	2,220.00
4.4	1	EA	DCM1 Biamp DCM1 Ceiling mounted beamforming microphone	665.00	665.00
4.5	1	EA	A-CABLING A/V Cabling Charges	170.00	170.00
4.6	1	EA	A-MISC A/V Miscellaneous Materials, interconnect cables, connectors, adaptors, etc.	125.00	125.00
4.7	4	DAY	INSTL Installation Labour	720.00	2,880.00
Subtotal:					\$8,710.00
5	Freight, Insurance and Handling				
Subtotal:					\$368.00
Subtotal:					\$34,948.00
PST:					2,446.36
GST/HST:					1,747.40
Total:					\$39,141.76
*Terms and Conditions					
Submitted by:					

*Terms and Conditions

- E. and O.E.
- All taxes & environmental fees extra where applicable
- Ship Via:
- F.O.B:
- Terms: Net 30 Days

Submitted by:

Stephen Monteith

Ph: 604-439-7228

Fax: 604-439-7210

E-Mail: smonteith@appliedelectronics.com

Equipment Purchase Agreement

Customer Order Number:

Estimate Date: Jan 12, 2021

AEL Estimate Quote Number: SMON1695

Expiry Date: Feb 11, 2021

Ship To: Simon Fraser University

Bill To: Simon Fraser University

Address: 8888 University Drive
Payment Services
Financial Services, Strand Hall 2100
Burnaby BC V5A 1S6

Address: 8888 University Drive
Payment Services
Financial Services, Strand Hall 2100
Burnaby BC V5A 1S6

Contact: John Walsh

Delivery Date:

The purchaser agrees to and hereby orders the following equipment and services, as further detailed in the applicable AEL Estimate Quote, in accordance with and subject to the attached General Terms and Conditions (all amounts are in \$CAD):

Upon Approved Credit the purchaser agrees to pay the Total Purchase Price on the following payment terms:

* 25%	With Order	\$8,737.00
* 65%	Upon Equipment Delivery	\$22,716.20
* 10%	Upon Substantial Completion	\$3,494.80

Subtotal: **\$34,948.00**

Provincial Sales Tax: **2,446.36**

Price Exclusive of GST/HST: **37,394.36**

GST/HST: **1,747.40**

Total Purchase Price: **\$39,141.76**

By signing below, the purchaser agrees to the information contained herein and agrees to be bound by the attached General Terms and Conditions.

Purchaser

Per

(Authorized Officer)

(Purchasing Entity)

(Dated)

Applied Electronics Limited

Per

(Authorized Officer)

(Dated)

General Terms and Conditions

1. **PURCHASE AND SALE:** Applied Electronics Limited ("AEL") agrees to sell to the purchaser described on the attached cover sheet ("Purchaser"), and Purchaser agrees to purchase, the equipment ("Equipment") and services ("Services") described in the attached cover sheet and the AEL Estimate Quote referenced therein, at the prices described therein, in accordance with the terms of these General Terms and Conditions (collectively, the "Agreement").

2. **PERMITS, CERTIFICATES AND LICENCES:** Purchaser shall obtain, maintain and pay for all authorizations, permits, certificates and licenses that may be necessary for the provision, performance and completion of the Equipment and any Services.

3. **CREDIT REVIEW:** AEL reserves the right to conduct a credit check based on the information provided by Purchaser. If AEL reasonably determines that Purchaser's financial status is unsatisfactory, AEL may require full payment, in cash, of all amounts payable to AEL under this Agreement.

4. **PURCHASE PRICE AND INVOICES:** Purchaser will pay the full price of the Equipment and Services, as described in the attached cover sheet and the AEL Estimate Quote referenced therein, together with all applicable taxes (the "Total Purchase Price"). Purchaser agrees to pay the Total Purchase Price on the dates set forth on the attached cover sheet and pursuant to the procedures described in each invoice provided by AEL. AEL may change its prices at any time without prior written notice to Purchaser, but such change shall not affect any outstanding AEL Estimate Quote or any Total Purchase Price agreed to in writing. Unless otherwise stated by AEL in an invoice, the Purchaser shall pay all amounts due for Equipment and Services within 30 days from the date of AEL's invoice. Interest shall accrue on any past due amount at the lesser of (i) 1.5% per month (19.562% per annum), or (ii) the maximum rate permitted by applicable law. If any tax exemptions are applicable to any payments, Purchaser agrees to provide supporting documentation, as required.

5. **SOFTWARE:** Purchaser acknowledges that it is not acquiring any rights, title to or interest in any software provided with the Equipment ("Software") other than a licence to use such Software in conjunction with the Equipment and for internal purposes only. Purchaser acknowledges that the Software is incidental to the operation of the Equipment and is not Software otherwise licensed by AEL to Purchaser under a separate license agreement.

6. **SUBCONTRACTORS:** Purchaser acknowledges that AEL may delegate the performance of any Services, in whole or in part, to third party contractors. AEL will remain responsible for the performance of all or any part of the Services performed by any third party contractors to the same extent as if such Services were performed by AEL.

7. **DELIVERY AND INSTALLATION:** Delivery of the Equipment is F.O.B the Purchaser's warehouse (as defined in the *Incoterms, 2000*). All costs associated with shipment are included in the Total Purchase Price, unless otherwise stipulated in this Agreement. For all foreign shipments, Purchaser agrees to provide all documentation necessary to permit such shipment, including any bills of lading, commercial invoices and other documentation. All items will be packed for shipment and shipped in accordance with AEL's standard practices. AEL will confirm the delivery and installation schedule for the Equipment within a reasonable time period following execution of this Agreement and payment of the deposit. Due to the nature and sensitivity of the Equipment, on-site installation of electronic components will only commence once site conditions are deemed secure and dust free by AEL. AEL may require and Purchaser consents to AEL's prior access to the Purchaser's premises for cable and display support installations. Schedule changes resulting from site availability delays may be subject to additional charges. All electrical, mechanical, structural and information technology requirements are Purchaser's responsibility.

8. **NON PERFORMANCE / DELAYS:** AEL shall not be liable for any loss or damage resulting from non-performance by AEL or from any delay in delivery or installation of the Equipment due to fire, labour unrest or strikes, delays in transportation, acts of God, war, acts of a public enemy,

unforeseeable government restrictions, accident or any other cause or causes beyond the control of AEL.

9. **MAINTENANCE AND SUPPORT SERVICES:** AEL shall not be responsible for any maintenance and support services under this Agreement. All maintenance and support services provided by AEL relating to the Equipment shall be provided under the terms and conditions of a separate agreement entered into between the Purchaser and AEL.

10. **EQUIPMENT SUBSTITUTIONS AND RETURNS:** AEL is permitted to substitute the Equipment, including components of the Equipment, with other equipment, at its own discretion, provided that any such substitutions provide functionality that is substantially similar to the Equipment. Due to the custom nature of the Equipment, Purchaser requested returns of Equipment can only be made if the Equipment manufacturer approves such return. Equipment and Services purchased by Purchaser may not be cancelled without the prior written consent of AEL. Restocking charges will apply to any approved returns.

11. **SERVICE CHANGES:** The Purchaser may request changes to any Services ordered but not yet performed. Upon AEL's receipt of such a request, AEL shall provide a written estimate of the cost savings or additional costs of such request. Any such changes agreed to by AEL must be documented in writing.

12. **FINAL ACCEPTANCE:** Within 10 days after the delivery of the Equipment and completion of all Services, the Purchaser shall notify AEL of its acceptance of the Equipment, based on standard verification tests, by delivering a signed AEL acceptance form to AEL. AEL will provide a copy of such form to Purchaser upon delivery of the Equipment and completion of all Services. AEL agrees to use commercially reasonable efforts to repair or replace any errors or defects in the Equipment discovered by Purchaser prior to such acceptance. Equipment will be deemed to be accepted by Purchaser if (i) AEL does not receive notice of any errors or defects or if AEL does not receive the AEL acceptance form, each within 10 days after delivery of the Equipment and completion of all Services, or (ii) Purchaser undertakes any commercially beneficial use of the Equipment.

13. **TITLE AND RISK OF LOSS:** Title to the Equipment shall remain with AEL until Purchaser has paid the Total Purchase Price for the Equipment in full. Risk of loss or damage to the Equipment shall pass to Purchaser upon delivery of the Equipment to the Purchaser's shipping address. If Purchaser fails to pay any amount when due, AEL shall have the right, without prejudice to any other rights and remedies available to AEL at law or in equity, to terminate this Agreement and take immediate possession and remove the Equipment from the Purchaser's premises, at the Purchaser's expense and risk. Purchaser agrees, as security for the repayment of any amounts owing to AEL, that AEL retains a continuing security interest in, and Purchaser grants AEL a continuing security interest in Purchaser's right, title to and interest in and to all Equipment, wherever located, to and in favour of AEL until the Total Purchase Price is paid in full, including any late charges and costs of collection. Purchaser acknowledges that AEL may file one or more financing statements or other instruments in any relevant jurisdiction for perfecting or protecting this security interest and appoints AEL as Purchaser's agent for any necessary signatures on such filings. Prior to full payment of the Total Purchase Price, Purchaser shall not, without the prior written consent of AEL (i) sell, lease or otherwise transfer the Equipment, (ii) permit any mortgage, lien, security interest or other encumbrance to attach to the Equipment, or (iii) remove the Equipment from the original installation site.

14. **TERM:** This Agreement is effective upon the last date the attached cover sheet is signed by both parties ("Effective Date") and will remain in force until terminated pursuant to the terms and conditions herein, including, without limitation, AEL's right to terminate this Agreement pursuant to Section 13. AEL may terminate this Agreement upon written notice to Purchaser in the event that the Purchaser uses the Software other than in accordance with Section 5 of this Agreement and Purchaser agrees, in the event of any such termination, Purchaser's rights to use the Software are immediately terminated.

15. **CONFIDENTIALITY:** Purchaser agrees to maintain the confidentiality of and not to release, disclose or divulge the Confidential Information (as defined below) or any part thereof to any person without the prior written consent of AEL. Purchaser shall instruct its employees who have access to the Confidential Information to comply with the provisions of this Section and Purchaser shall take at least the same steps to prevent disclosure and misuse of the Confidential Information as it takes with respect to its own confidential information, but no less than reasonable care. For the purposes of this Agreement, "Confidential Information" means all information disclosed to Purchaser which is or should be reasonably understood by the Purchaser to be confidential or proprietary to AEL, including, but not limited to, the provisions of this Agreement, the Equipment and Software, technical processes and formulas, product designs, sales, cost and other unpublished financial information, product and business plans, projections, and marketing data.

16. **INFRINGEMENT CLAIM:** If the Equipment is at any time deemed by AEL to be subject to an infringement claim or if use of the Equipment is prohibited, AEL shall, at its option, either (i) obtain for Purchaser the right to continue using the Equipment, (ii) replace the Equipment with a non-infringing product, (iii) modify the Equipment so it becomes non-infringing, or (iv) grant Purchaser a credit for such Equipment in accordance with a five (5) year straight-line depreciation and accept its return. AEL shall not be liable to Purchaser under this paragraph if the infringement claim is based upon (i) use of the Equipment in combination with hardware, software, or services where such combination was not provided, proposed or recommended by AEL or the manufacturer, to the extent such combination gives rise to the infringement claim, (ii) modification of the Equipment by Purchaser or a third party not authorized by AEL, to the extent such modification gives rise to the infringement claim, or (iii) use of the Equipment otherwise than in accordance with the manufacturers' specifications. This Section defines the Purchaser's sole and exclusive remedy and AEL's entire liability to Purchaser and others in respect of any infringement or alleged infringement of any patent, copyright, trade secret or other intellectual property rights.

17. **BASIC WARRANTIES:** AEL warrants that the Equipment materially conforms to AEL's applicable specifications (subject to standard tolerances for variations), as in effect at the time of shipment, for a period of 1 year from the date the Equipment is accepted pursuant to Section 12. Liability of AEL under or in connection with a breach of the foregoing warranty shall be limited, at the sole discretion of AEL, to either repair or replacement of any Equipment. AEL further warrants that the Services will be performed pursuant to generally accepted industry standards. Liability of AEL under or in connection with a breach of the foregoing warranty shall be limited to the re-performance of the applicable Service.

18. **LIMITATION OF WARRANTIES AND LIABILITY:** EXCEPT AS EXPLICITLY SET FORTH IN SECTION 17, THE ONLY REPRESENTATIONS, WARRANTIES AND CONDITIONS (WHETHER EXPRESS OR IMPLIED) FOR THE EQUIPMENT SHALL BE THAT OFFERED BY THE EQUIPMENT MANUFACTURER, AND PROVIDED WITH THE EQUIPMENT, AND THE ONLY WARRANTIES FOR THE SOFTWARE PROVIDED WITH THE EQUIPMENT SHALL BE THOSE PROVIDED BY THE SOFTWARE OWNER AND PROVIDED WITH THE EQUIPMENT. AEL DOES NOT WARRANT UNINTERRUPTED OR ERROR-FREE OPERATION OF THE EQUIPMENT OR SOFTWARE. THERE ARE NO REPRESENTATIONS, CONDITIONS OR WARRANTIES, EXPRESSED, IMPLIED, STATUTORY OR OTHERWISE AT LAW, OR ARISING OUT OF ANY COURSE OF DEALING OR USAGE OF TRADE, AND IN PARTICULAR, WITHOUT LIMITATION, NO WARRANTY OF INTEROPERABILITY OR COMPATIBILITY WITH ANY PRODUCT OR SERVICE, MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, EXCEPT AS EXPRESSLY SET FORTH IN SECTION 17 OR PROVIDED WITH THE EQUIPMENT BY THE EQUIPMENT MANUFACTURER OR SOFTWARE OWNER AND SUCH STATED WARRANTY IS IN LIEU OF ALL OBLIGATIONS OR LIABILITY ON THE PART OF AEL. AEL'S ENTIRE CUMULATIVE LIABILITY UNDER THIS AGREEMENT FOR ANY CAUSE WHATSOEVER (INCLUDING WITHOUT LIMITATION NEGLIGENCE, BREACH OF CONTRACT OR FUNDAMENTAL BREACH) SHALL BE LIMITED TO THE

TOTAL PURCHASE PRICE. NOTWITHSTANDING THE FOREGOING, AEL SHALL NOT BE LIABLE FOR (I) ANY BUSINESS OR ECONOMIC LOSS, INCLUDING WITHOUT LIMITATION FAILURE TO REALIZE EXPECTED SAVINGS, (II) ANY LOSS OF USE OR LACK OF AVAILABILITY OF EQUIPMENT, INCLUDING COMPUTER RESOURCES, TELECOMMUNICATIONS SYSTEMS AND ANY STORED DATA, OR (III) ANY INDIRECT, SPECIAL, INCIDENTAL, EXEMPLARY OR CONSEQUENTIAL DAMAGES IN CONNECTION WITH OR ARISING OUT OF THIS AGREEMENT OR THE PROVISION OR USE OF THE EQUIPMENT, EVEN IF AEL HAS BEEN ADVISED OF THE POSSIBILITY THEREOF. PURCHASER AGREES THAT IN NO EVENT SHALL AEL BE LIABLE FOR ANY DAMAGES, DIRECT OR INDIRECT, IN CONNECTION WITH OR ARISING OUT OF PURCHASER'S NONCOMPLIANCE WITH THE MANUFACTURERS' SPECIFICATIONS OR AEL'S DIRECTIVES REGARDING THE EQUIPMENT. ALL REFERENCES IN THIS SECTION TO AEL SHALL BE DEEMED TO INCLUDE AEL AND ITS SUPPLIERS, SUBCONTRACTORS, AGENTS, SUBSIDIARIES AND AFFILIATES.

19. **ASSIGNMENT:** Neither Purchaser nor AEL may assign this Agreement without the other party's prior written consent, such consent not to be unreasonably withheld or delayed. This Agreement shall enure to the benefit of each party's successors and permitted assigns.

20. **EXPORT LAWS:** If any Equipment, Software or technology delivered or disclosed to Purchaser under this Agreement is subject to any Canadian export laws or regulations, the Purchaser shall not export or re-export such Equipment or technology except in compliance with such laws and regulations.

21. **NON-SOLICITATION:** From the Effective Date to the date the Equipment is accepted pursuant to Section 12, and for a period of 12 months thereafter, Purchaser shall not (without the prior written consent of AEL) solicit, endeavour to entice or offer (either directly or indirectly) to employ any officer, employee or contractor of AEL.

22. **GOVERNING LAW:** This Agreement shall be governed by the laws of the Province of Ontario and the federal laws of Canada applicable therein. Each party agrees that in connection with any legal action or proceeding arising with respect to this Agreement, it will bring such action or proceeding in the Courts of Ontario or in any Federal Court in Canada in each case situated in Toronto, Ontario, and each party agrees to waive any claim that such court is an inconvenient forum.

23. **GENERAL:** Each provision of this Agreement is intended to be severable and if any provision is determined by a court of competent jurisdiction to be illegal, invalid or unenforceable for any reason whatsoever, such provision shall be severed from this Agreement, to the maximum extent permitted by applicable law, and shall not affect the legality or validity or enforceability of the remainder of this Agreement or any other provision hereof unless it significantly alters the intent of the Agreement. This Agreement may not be amended except by written instrument signed by the parties hereto. No waiver of any term, covenant or condition by either party shall be deemed to be a waiver by such party of its rights to require full and timely compliance with the same term, covenant or condition thereafter, or with any other term, covenant or condition of this Agreement at any time. The terms of this Agreement that are stated to or which, by their nature, extend beyond the termination or expiry of this Agreement shall survive any termination or expiration of this Agreement and continue in full force and effect as provided for herein. This Agreement, including the attached cover sheet and the AEL Estimate Quote referenced therein, contain the entire agreement between the parties relating to the purchase and sale of the Equipment and Services. This Agreement supersedes all proposals, oral or written, all previous negotiations and all other communications between the parties with respect to the purchase and sale of the Equipment and Services. There are no warranties, agreements or representations, written or oral, relating to the purchase and sale of the Equipment and Services other than as expressly stated in this Agreement. It is the express wish of the parties that this Agreement and all related documents be drawn up in English. C'est la volonté expresse des parties que la présente convention ainsi que les documents qui s'y rattachent soient rédigés en anglais.

Proposed Draft Issues Policy IP-2: Black History Month

Prepared by: Balqees Jama (At-Large Rep) and Nafoni Modi (Health Science)

Co-sponsored by: SFSS Black Caucus (Osob Mohamed (President), Balqees Jama, Nafoni Modi)

Preamble

Black History Month started as Negro History Week in the United States in 1926, led by the work of African-American scholar Dr. Carter G. Woodson. In Canada, Black History Month was officially recognized by the Canadian House of Commons in 1995. This incredible milestone was spearheaded by the Honourable Jean Augustine, the first Black woman to sit in the House of Commons.

During Black History Month, it is important that the SFSS highlights the many Black achievements outside of trauma and struggle, and also focus on celebrating Black love, art, and joy. Celebrating Black History Month on a national-scale is crucial to fighting Black erasure and anti-Black racism in Canada.

Black erasure is the wide-scale marginalization and indifference of Black people, their history, and contributions across disciplines, rendering Black people invisible in society.

Anti-Black racism is deeply embedded passive or active discrimination specifically directed against Black and African-descent people in relation to their unique history with regard to colonization and enslavement. Anti-Blackness devalues Blackness, while systemically marginalizing Black communities, the issues that affect them, and the institutions created to support them.

The intentionality that the SFSS brings into Black History Month educating people on Black contributions in Canada should set the tone for how to appreciate Blackness all year-round, while recognizing the diversity of the Black community.

The SFSS passed a motion on February 1, 2019 to formally recognize Black History Month at Simon Fraser University. In addition, during June 2020, the SFSS took a stance by [standing in solidarity](#) with Black lives. It is important that we continue to tangibly uphold the statements that we made during this time, “working with Black student organizers and allies... holding our University accountable in any efforts for Equity, Diversity, Inclusion and Justice”. In doing so, the Society must celebrate the work and efforts of current Black people and organizations.

Policy

1. The SFSS supports:
 - a. Proactively celebrating and supporting Black History Month efforts led by Black students and groups
 - b. Education, awareness, and solidarity with self-liberation efforts of Black and African peoples
 - c. Educators and students embedding Canadian Black history in post-secondary institutions
 - d. Recognizing Black people in areas outside of solely racism and social justice, and celebrating Blackness year-round
 - e. Black student representation and empowerment in student governing positions and continuous efforts for recruitment
 - f. Amplifying of Black student organizers and groups on campus, and amplifying calls for specific protection and supports for Black communities as it relates to policies, practices, programming and resources within the SFU community
 - g. The ethical collection of disaggregated race-based data and research that could inform prevention, intervention and strategies to protect the human rights of Black communities, and support equity initiatives to reduce disproportionate impacts of anti-Black racism
2. The SFSS opposes:
 - a. Efforts to ignore or dismiss Black History Month initiatives or initiatives to support the equity and empowerment of Black communities
 - b. The co-opting of Black advocacy initiatives without redress and recognition of the work Black communities have been doing and continue to do
 - c. Efforts to censor Black activism and advocacy, or diminish the role and history of marginalization, slavery, colonialism and institutional oppression of Black communities

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,

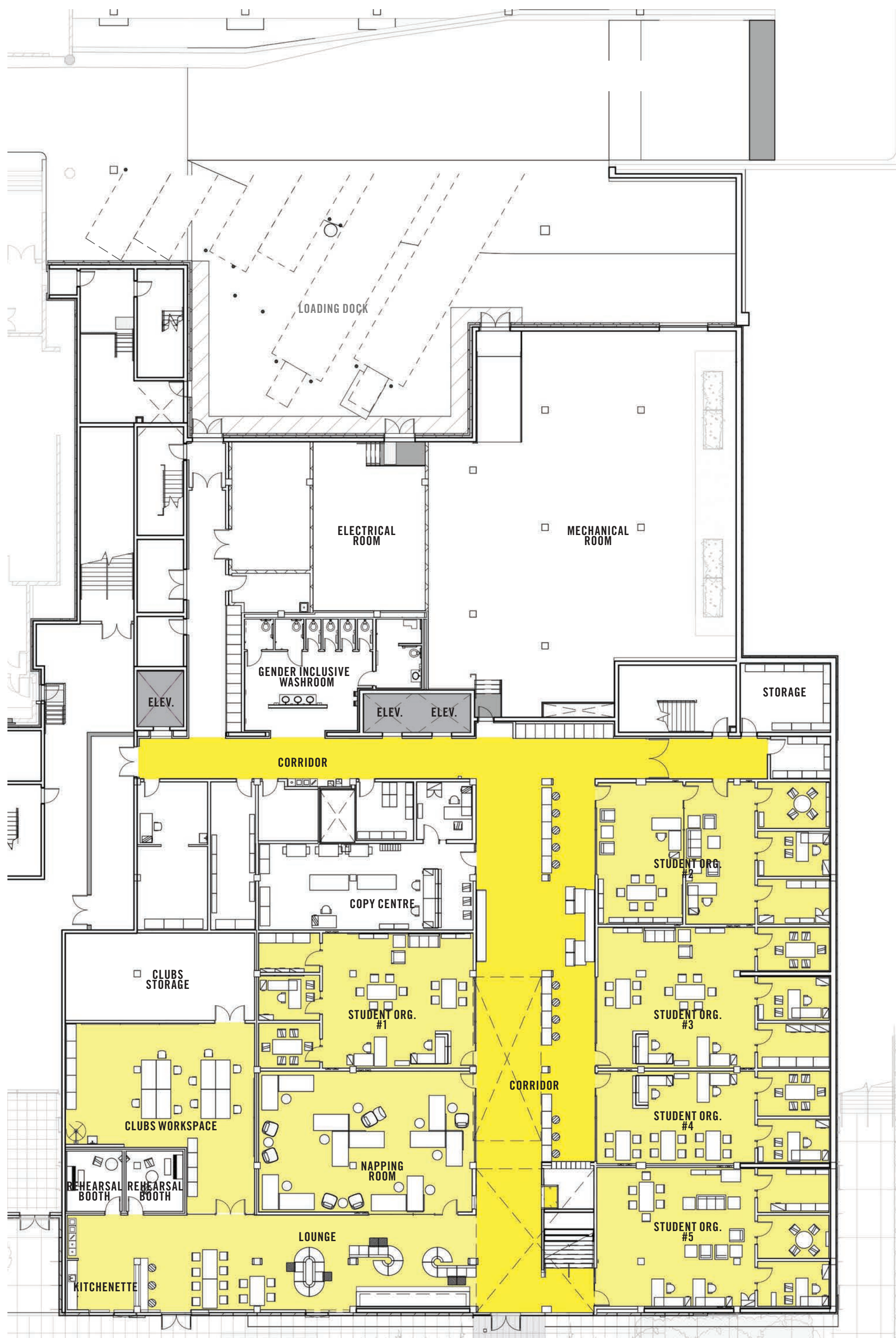
Whereas, SFSS BIPOC Committee recommended that the Board of Directors create an Issues Policy in support of recognising Black History Month and actively supporting Black-led efforts in celebrating it

Whereas, SOCA has been recognizing Black History Month since it's creation in 1994 when it was formerly known as the Black Students Association,

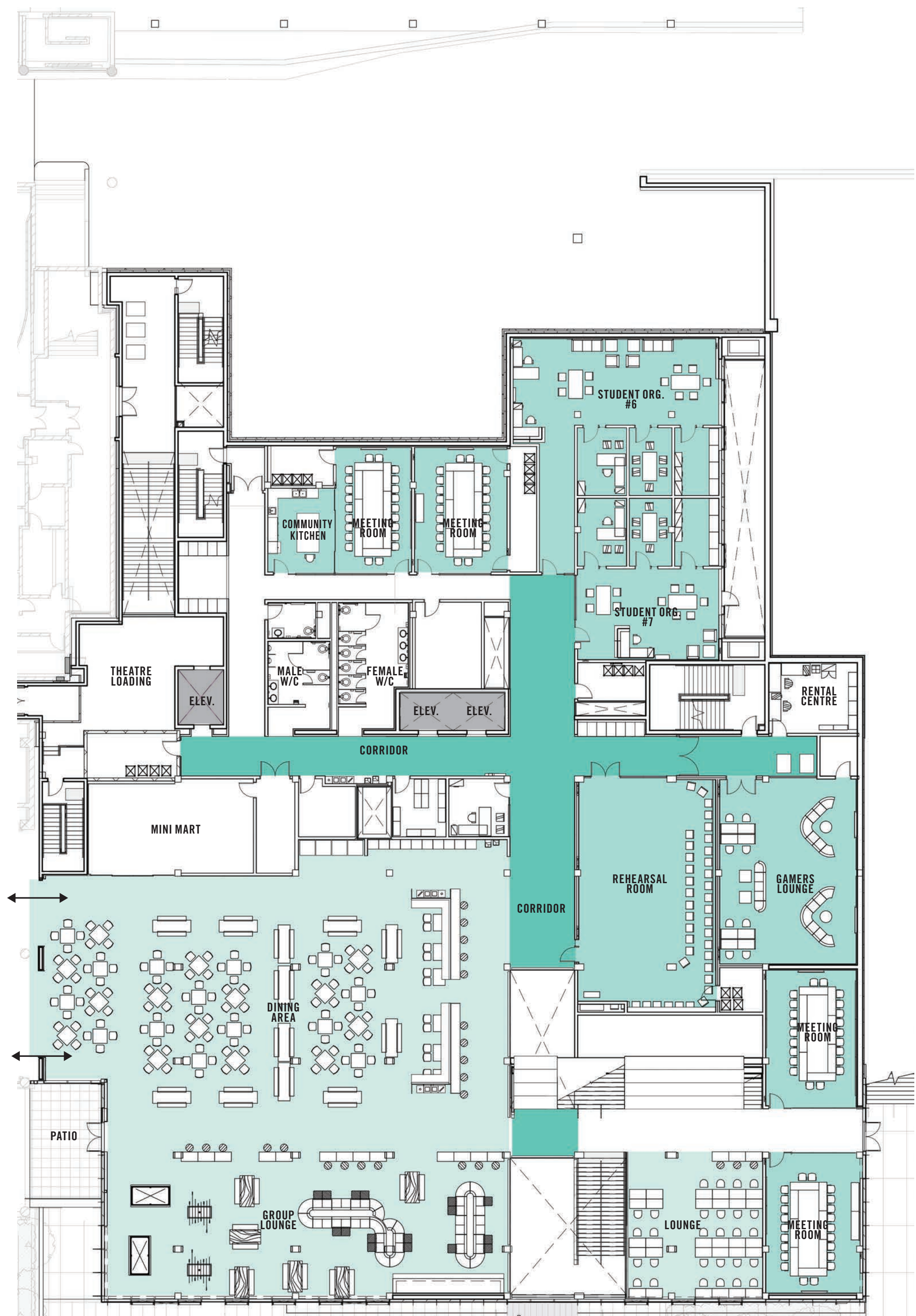
Whereas, the Board of Directors passed [**MOTION BOD 2019- 02-01:07**](#) that SOCA submitted requesting that SFSS Formally Recognizes Black History Month at Simon Fraser University at their February 1, 2019 Board of Directors Meeting,

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".

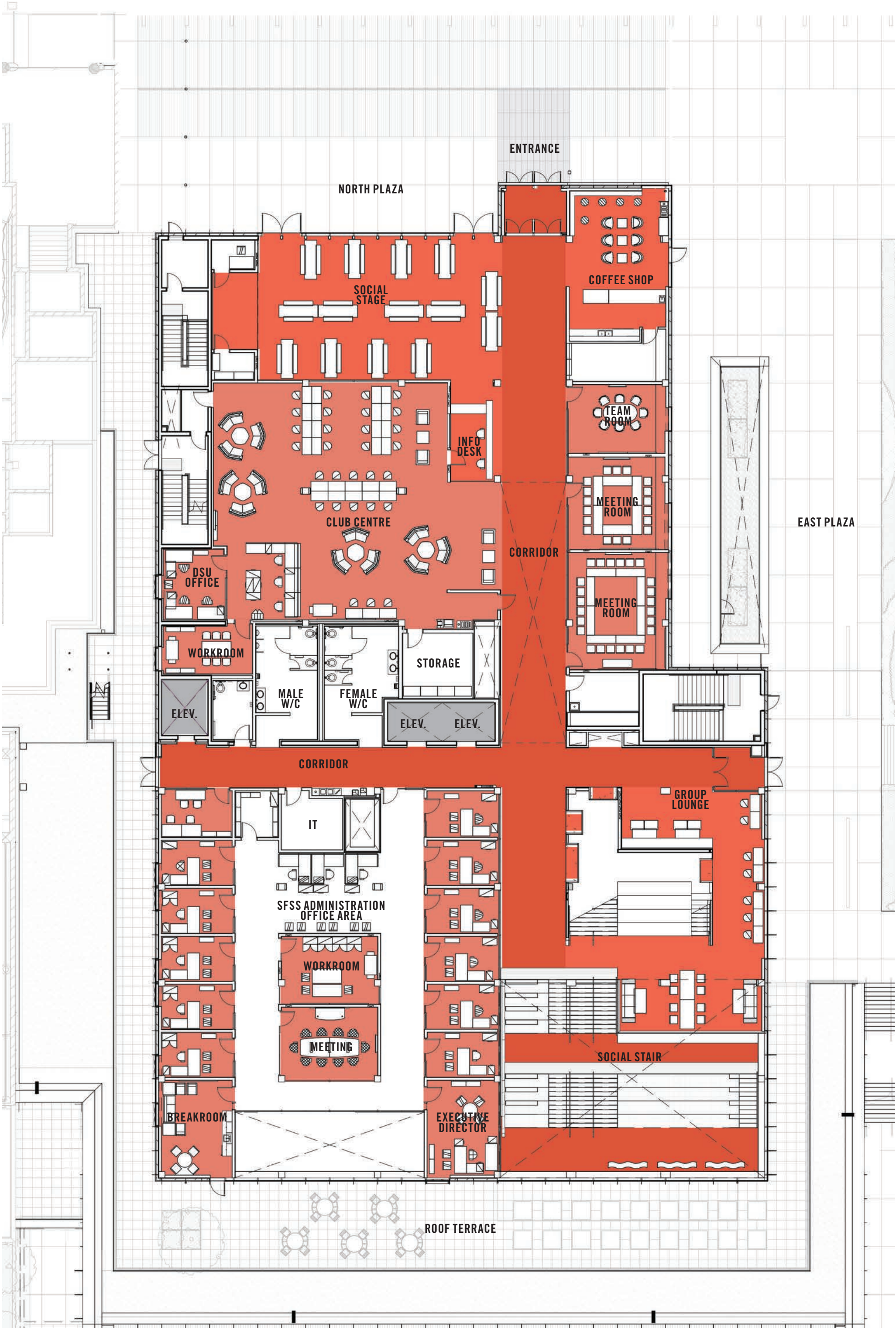
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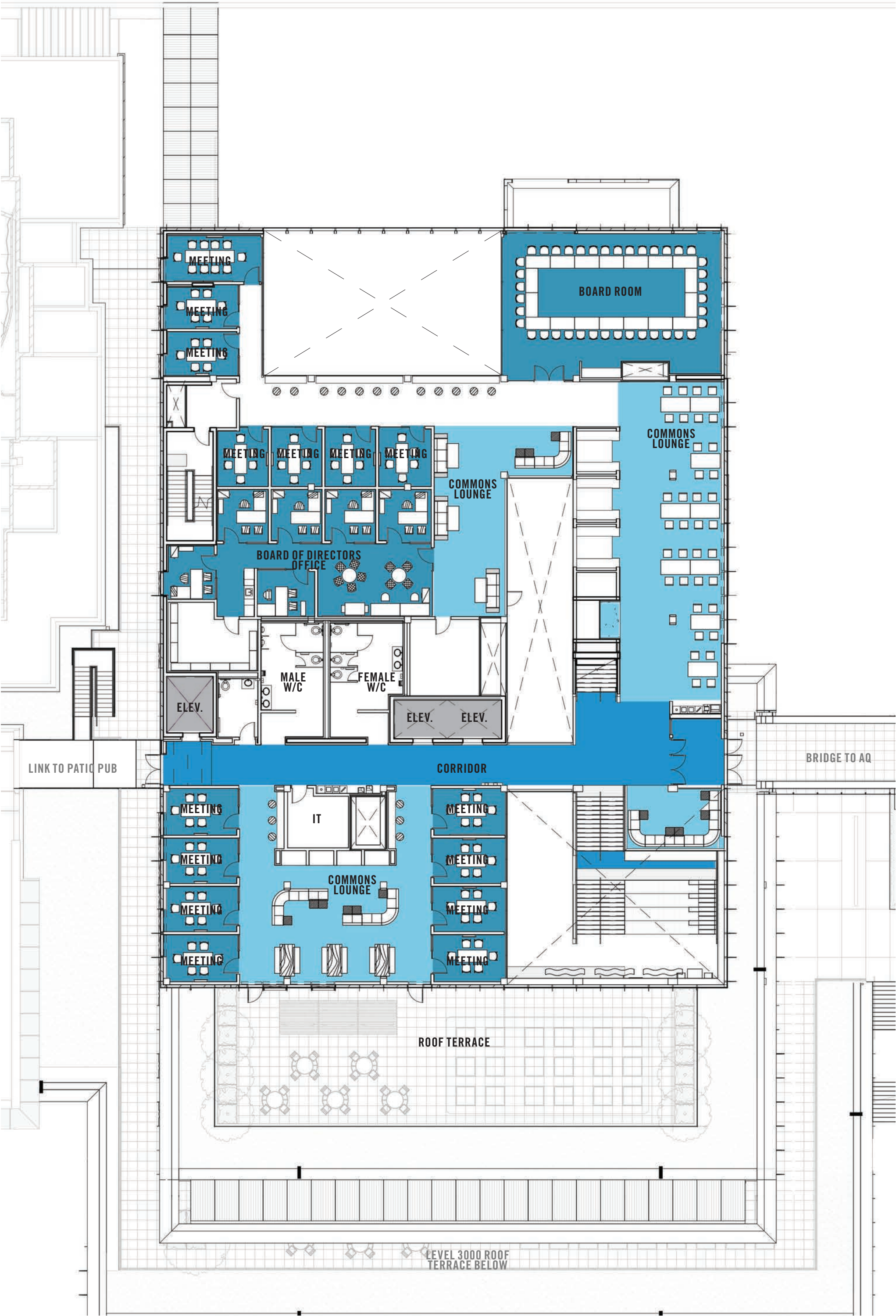
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