

1. CALL TO ORDER

Call to Order – 2:05PM

2. TERRITORIALACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x^wməθk^wəy̓əm (Musqueam), Sk̓wx̓wú7mesh Úxwumixw (Squamish), Sel̓ílwitulh (Tsleil-Waututh), k^wik^wəł̓əm (Kwkwetlem) and q̓ícəy̓ (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

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

3.3 Guests

Council Liaison	Ryan Vansickle
Student/BIPOC Committee Member.....	Marie Haddad
The Peak.....	Jaymee Salisi

3.4 Regrets

Faculty Representative (Business)..... Mehtaab Gill
Faculty Representative (Health Sciences) Nafoni Modi

3.5 Absents

Faculty Representative (Environment) Anuki Karunajeewa

4. ADOPTION OF THE AGENDA

4.1 MOTION BOD 2021-02-26:01

Osob/WeiChun

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED UNANIMOUSLY

- Add Section 9 In-Camera for Discussion on FIC Agreement.
- Add Section 5 Ratification of Regrets under Adoption of the Agenda.
- Add New Business 7.3 Memorandum of Understanding with SFU.
- Add New Business 7.4 SFSS Issues Policies Development Plan.
- Add Notice of Motion 11.2 for SFSS Board Policies R-9.
- Add New Business 7.5 SFSS Clubs Terms of Reference Changes.
- Add New Business 7.6 Events Terms of Reference.
- Add Discussion 8.3 SFU Fall 2021 Announcement and the SUB Re-Opening Plan.
- Add New Business 7.7 SFSS Re-Opening Working Group.
- Add New Business 7.8 Fraser International College Agreement.

5. RATIFICATION OF REGRETS

5.1 MOTION BOD 2020-02-26:02

Corbett/Matthew

Be it resolved to ratify regrets from Mehtaab Gill and Nafoni Modi.

CARRIED UNANIMOUSLY

- Faculty Representative (Business) has an exam.
- Faculty Representative (Health Sciences) is not feeling well.

6. MATTERS ARISING FROM THE MINUTES

6.1 Board Minutes-MOTION BOD 2021-02-26:03

Gabe/Matthew

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

- BOD 2021-02-12

CARRIED UNANIMOUSLY

6.2 Committee Minutes-MOTION BOD 2021-02-26:04

Osob/Sude

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

- ECAC 2020-11-30

- EVENTS 2021-02-10
- FYEC 2020-11-12
- GOV 2021-01-27
- HRP 2020-07-22
- HRP 2020-09-23
- HRP 2020-10-21
- HRP 2020-11-06
- MSA 2020-07-13
- MSA 2020-07-27
- MSA 2020-08-10
- MSA 2020-09-15
- MSA 2020-09-29
- MSA 2020-10-27
- MSA 2020-11-17

CARRIED AS AMENDED UNANIMOUSLY

- Strike SCC 2020-11-25 as they did not have a quorum meeting to approve the minutes.

7. NEW BUSINESS

7.1 Amendment to SO-1-MOTION BOD 2021-02-26:05

Matthew/Gabe

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”.

CARRIED UNANIMOUSLY

- Notice of Motion was given a month ago.
- Comes as a recommendation from Governance Committee.
- Expands on duties of Committee Chairs including:
 - Expectations of Chairs before, during and after meetings,
 - When agendas are supposed to be sent out,
 - When Chairs are expected to liaise with Administrative Assistants and Communications Department to make sure information of meetings are correct, on the website and vacancies are posted quickly.
- Increases accountability of Committee Chairs.

7.2 SFSS Issues Policies: Black History Month-MOTION BOD 2021-02-26:06

WeiChun/Balgees

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".

CARRIED UNANIMOUSLY

- It has been wonderful to see people celebrating Black History Month.
- Would like to see Black History Month celebrated respectfully by SFSS in the long-term.
- This policy is crucial to have to recognize, appreciate and celebrate Black students.
- Briefing note was created and co-sponsored by the SFSS Black Caucus.
- Aware of the performative nature of organizations when they address Blackness, so the policy clearly outlines what the SFSS supports and opposes.
 - Supports: practically celebrating and supporting Black History Month efforts led by Black students, education and awareness, amplifying the work of Black organizers on campus, and calling for specific protections and supports.
 - Opposes: efforts to ignore or dismiss Black History Month initiatives, co-opting of Black advocacy initiatives without recognition of work done by Black communities, efforts to censor Black activism or diminish the role and history of marginalization, slavery, colonialism, and institutional oppression.
- Policy is power and the way they are worded, structured, and enforced really says a lot about an organization's stance. This policy is very clear and shows SFSS support and opposition well.
- Creating support and legacy for students to come.
- It's important to ingrain this into policy to support future SFSS actions.
- Several Board members expressed thank yous to President, At Large Representative (BJ) and Faculty Representative (Health Sciences).
- Importance of including Black joy in the policy was emphasized as well.

7.3 Memorandum of Understanding with SFU-MOTION BOD 2021-02-26:07

Osob/Matthew

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.

CARRIED UNANIMOUSLY

- President has been in contact with SFU regarding membership mailing list which is used for elections and notices.
- MOU was renewed this year which means the SFSS will be receiving the mailing list every month to use for their own purposes.
- SFSS will have access to this mailing list indefinitely now which is great for mobilization and maintaining contact with membership.
- Information includes full name, student number, program and course areas, email address, phone number and mailing address.

- All information is received by Privacy Officer, who is the Campaign Research and Policy Coordinator, and will be kept safe. Will only be used for contact purposes.
- Campaign Research and Policy Coordinator receives several aggregated lists and uses a software to create faculty mailing lists, and it's possible to do this for departments too but it would be a significant undertaking.
- President will talk to Campaign Research and Policy Coordinator about privacy implications regarding mailing list to faculties and DSUs. Also need to get legal advice on application of this understanding.
- Effective June 1, 2020 and will not be ended unless both party's consent.
- Internal Policies regarding mailing list is being reviewed to make sure everyone can reach their membership but also maintain policy and avoid bombarding students.
- Having access to mailing lists is central to organizing.

7.4 SFSS Issues Policies Development Plan-MOTION BOD 2021-02-26:08

Gabe/Matthew

Whereas, the SFSS has Issues Policies to establish the stance of the Society on social, economic, and political issues relevant to the SFSS Membership;

Whereas, many members of the Board of Directors have expressed a desire to expand on the existing SFSS Issues Policies;

Whereas, the development of further SFSS Issues Policies requires collaboration, consultation, and discussion with SFSS committees and equity-seeking groups;

Be it resolved that the Board of Directors approve the SFSS Issues Policies Development Plan as attached.

CARRIED UNANIMOUSLY

- Recommendation from Governance Committee.
- Plan will help make more issues policies to entrench stances into SFSS policies. This is key to make sure they are accessible and that issues are being kept at the forefront.
- Currently have two policies, Reproductive Justice and Black History Month.
- Many years ago, the SFSS had a large range of issues policies, mostly focused on economic issues, but in 2015 they were repealed by the Board of Directors during a major governance restructuring.
- It wasn't until 2019 that the Board of Directors brought them back.
- They're important to give the Board a mandate on certain statements and actions in the future.
- Board members are not allowed to speak on an issue on behalf of the Board if the Board has never taken a stance on that issue before through policies or a resolution.
- Currently at very early stages and have two months left in the term but it's important to establish some policies now.
- Involves a lot of collaboration with Committee Chairs and student groups.
- First action item is to bring this plan to relevant committees and brainstorm potential stances to create an Issues Policy. Then research will need to be completed using educational resources, other student society policies and previous resolutions made by the Board. Committees will then draft the policies and consult with relevant student groups.
- Need policies ready for Notice of Motion by April 9th Board Meeting.
- Governance Committee is here to help at all steps.

7.5 SFSS Clubs Terms of Reference Changes-MOTION BOD 2021-02-26:09

Gabe/Balqees

Be it resolved to amend Section 4 & Section 6 of the SFSS Clubs Terms of Reference to include the changes in the attached documents "Clubs TOR 4. Edits" & "Club TOR 6.Edits"

CARRIED AS AMENDED UNANIMOUSLY

- SFSS Members Services has been collaborating with SVSPO Office to update Section 4 of the Terms of Reference regarding sexual violence and harassment to SVSPO standards.
- Section 6 changes add a mandatory declaration of conflicts of interest for Club Executives. The changes addresses issues of grant money requests from groups to fund companies that are partially owned by the Executives. It is currently not explicitly written anywhere that this is not allowed.
- Concerns were brought up that some of the language in Section 6 is vague and needs further clarification to hold decision makers responsible.
- Unclear what group or which individuals would have the authority to make the decision to remove Club Executives if needed and on what grounds, but suggestions were made that the final decision should be made by SFSS Executive Committee, Member Services Advisory Committee, and/or Council.
 - Also, the potential of having an appeal process via Council included in the Terms of Reference.
 - It can come as a recommendation from staff, but it should be a decision made by a committee or body of elected officials.
- Detailed bureaucratic processes may be a hassle but are necessary and worth it in most cases to ensure a clear and fair process.
- Deferring this to the Governance Committee would be helpful, and the committee can bring recommendations back to the Board.
- Motion to commit to Governance Committee for further review and to bring back recommended changes to the Board.
 - They can provide support for wording and how it works.
 - There is an ongoing case of conflict of interest with the granting system so there were some concerns over how long it would take the Governance Committee to address this.
 - If it is time sensitive, VP University Relations can call a short meeting this week.
 - Amended the motion to commit to read “Be it resolved to commit section 6 of the SFSS Clubs terms of reference to the Governance Committee for further review and to bring back recommended changes to the Board.”
- Current conflict can be dealt with Board Policies R-7 which includes a discipline schedule.

7.6 Events Terms of Reference-MOTION BOD 2021-02-26:10

Phum/Corbett

Whereas SFSS Members Services requires a document outlining clear guidelines as to which events will be approved by the SFSS.

Be it resolved for to adopt the Events Terms of Reference as presented.

CARRIED AS AMENDED UNANIMOUSLY

- Some portions of this Terms of Reference were also flagged for being too vague or outdated.
- Motion to commit to Governance Committee:

- “Be it resolved to commit the Events Terms of Reference to the Governance Committee for further review and to bring back recommended changes to the Board.”

7.7 SFSS Re-Opening Working Group-MOTION BOD 2021-02-26:11

Osob/Corbett

Whereas SFU plans to reopen the campus to in-person classes in some form for September 2021,

Whereas the SFSS SUB, operations, and services should coordinate with SFU and our SUB tenants to prepare for reopening in September,

Be it resolved that the Board of Directors form a working group to develop a reopening plan for September 2021.

Be it further resolved that Gabe Liosis be appointed the Chair of said working group.

CARRIED AS AMENDED UNANIMOUSLY

- If you're interested in being a part of the working group, please let VP Finance and VP University Relations.
- Amended to include Be it further resolved that Gabe Liosis be appointed the Chair for said working group.
 - Makes sense as VP University Relations has contact with SFU admin and will be part of the executive officers next term.

7.8 Fraser International College Agreement-MOTION BOD 2021-02-26:12

Osob/Corbett

Whereas the current services agreement with Fraser International College has expired;

Whereas Fraser International College and the Executive Committee have negotiated a new 5-year agreement;

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

Abstain (1): Haider Masood

- In-Camera because this is an agreement that the Board has yet to sign and they are still under negotiations.
- An agreement has existed since 2018 where FIC students pay SFSS fees in return for services, and this agreement gives it a longer term.
- This will give the SFSS more financial stability and also opens up the conversation for associate membership.

8. DISCUSSION ITEMS

8.1 Executive Committee Transition

- Congratulations to new executive committee and thank you to everyone else who ran. Thank you to staff who helped organize and run the election.
 - Probably SFSS's first fully virtual election.
- Next year includes huge projects like moving back on campus, implementation of governance change and rebuilding SFSS out of COVID-19.
- Current executives need to start initiating training with executives coming in so that they feel comfortable and ready to go when their term starts.

- Board Organizer is happy to help facilitate the transition process.

8.2 SFSS Women of the Year Awards

- Timeline
 - Nomination form link is live and started on Monday, February 22nd.
 - Nominations end: March 3rd with potential of extension
 - Deliberation Period: March 4th and 5th
 - Voting Period: March 8-12th
 - Winners will be announced: March 12th.
- If you are nominating someone else, an email will be sent to that person who will need to sign it.
- In previous years there was a gala and collab with Young Women in Business, so there will hopefully be a Women's Safety Workshop and an awards presentation event to help recognize winners and nominees .
- Statement and more information can be found on SFSS website.
 - Trans women and non-binary women are also welcomed to be nominated.

8.3 SFU Fall 2021 Announcement and the SUB Re-Opening Plan.

- Need to decide SFSS re-opening plan since SFU announced a potential return to campus in Fall 2021.
- Safety is the most important element, and it's critical to note that the university age range will not be vaccinated until September.
 - It is also unclear if/when international students can be vaccinated.
 - Different countries are on different vaccination schedules.
 - Most vaccines also need a second dose.
- Need to make sure that if the SFSS is also to re-open that it is done with safety of staff and members at the forefront.
- Recommendation to create a working group to work with Building Manager so that SFSS is ready for Fall.
- President and VP University Relations has been regularly asking SFU about reopening and this is the first they're hearing any news. They are happy to keep asking to see what information they can get.
- There are a few outstanding items that need to be addressed in the SUB. Building Manager notes that it could be ready with 4-6 week with notice, but decisions need to be made on whether or not the SFSS has capacity to open the SUB as there will need to be staff in the building.
 - New positions and hiring needs to happen which is why some time is needed.
 - Decision needs to be made around interaction with students as well.
- There is decision for the physical opening of the building as well as the logistical pieces to consider which is why a working group would be helpful.
- Soft opening for SUB and a trail run in the summer if public health orders are less restrictive is a possibility.
- Good opportunity to bring incoming executive officers into this conversation as they will be making a lot of these decisions.

9. IN-CAMERA

9.1 MOTION BOD 2021-02-26:13

Corbett/Sude

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

CARRIED UNANIMOUSLY

- FIC Agreement

10. EX-CAMERA

10.1 MOTION BOD 2021-02-26:14

WeiChun/Gabe

Be it resolved to go ex-camera.

CARRIED UNANIMOUSLY

11. NOTICE OF MOTION

11.1 Adding SFU Disability and Neurodiversity Alliance Executive to Accessibility Committee Composition

Be it resolved that the Board of Directors amend SO-8 (Accessibility Committee) composition to include "1 member of SFU Disability and Neurodiversity Alliance Executive.

11.2 SFSS Board Policies R-9

Whereas, at its January 27th, 2021 meeting, the Governance Committee approved in principle adding definitions for "territorial acknowledgement", "pronouns", "roll call of attendance", and "access needs" to Board Policy R-9.

Whereas, at its January 27th, 2021 meeting, the Governance Committee also approved in principle the idea of establishing a process for a "Consent Agenda" under Board Policy R-9.

Whereas, at its February 24th, 2021 meeting, the Governance Committee approved a proposed amendment to Board Policy R-9, and recommended that the Board of Directors approve the amendment.

Be it resolved that the Board of Directors amend SFSS Board Policies R-9 as presented in the attached document titled "Proposal Revision of Board Policy, Rule 9".

12. ANNOUNCEMENTS

12.1 Next Board of Directors Meeting on March 12th, 2PM.

13. ATTACHMENTS

13.1 Board-of-Directors-2019-02-01

13.2 Proposed Amendment to SO-1- Duties of Committee Chairs

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

13.4 Proposal Revision of Board Policy, Rule 9

13.5 Club TOR 4. Edits

13.6 Club TOR 6. Edits

13.7 Event Terms of Reference

13.8 SFSS Issues Policies Development Plan

13.9 SFU-SFSS MOU Student Society Membership List 2020-2021

14. ADJOURNMENT

14.1 MOTION BOD 2021-02-26:15

Corbett/Haider

Be it resolved to adjourn the meeting at 4:54PM.

CARRIED UNANIMOUSLY

1. CALL TO ORDER

Call to Order – 9:20 AM

2. TERRITORIAL ACKNOWLEDGMENT

We acknowledge that this meeting is being conducted on the unceded territories of the Coast Salish peoples; which, to the current knowledge of the Society include the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people.

3. ROLL CALL OF ATTENDANCE

3.1 Board Composition

President.....	<i>Vacant</i>
VP External Relations	Jasdeep Gill
VP Finance	Matthew Chow
VP Student Services.....	Samer Rihani
VP Student Life	Tawanda Masawi
VP University Relations.....	Jackson Freedman
At-Large Representative (<i>Chair</i>)	Mohammed Ali
At-Large Representative	<i>Vacant</i>
Faculty Representative (Applied Sciences)	Kia Mirsalehi
Faculty Representative (Arts & Social Sciences).....	<i>Vacant</i>
Faculty Representative (Business)	Jessica Nguyen
Faculty Representative (Communications, Art, & Technology)	Amrita Mohar
Faculty Representative (Education).....	Cameron Nakatsu
Faculty Representative (Environment)	Russell Dunsford
Faculty Representative (Health Sciences)	Christina Loutsik
Faculty Representative (Science).....	Natasha Birdi

3.2 Society Staff

Administrative Assistant.....	Zoya Nari
Campaign, Research, and Policy Coordinator	Sarah Edmunds
Executive Director	<i>Vacant</i>
General Manager.....	Alejandro Reyes
Research and Administrative Assistant	Maria Kawahara

3.3 Guests

African Descent of BC.....	Yasin Kiraga
Councillor.....	Tawanda Chitapi
SFPIRG & SOCA member	Teresa Dettling
SFPIRG Board member & SOCA member	Aiswariya Alagusunder
Student.....	Anastasiie Lozitskaia
SOCA President	Giovanni Hosang
Student.....	Balqees Jama
Student.....	Brinda Odedra
Student.....	Luying Ji

Student.....	Natasha Mhuriro
Student.....	Sheldon Bond
Student.....	Vivian Ly
Swahili Vision International Association	Amani Bagende
The Peak News Editor Assistant.....	Henry Tran

3.4 Regrets

Faculty Representative (Education).....	Cameron Nakatsu
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4. RATIFICATION OF REGRETS

4.1 MOTION BOD 2019-02-01:01

Jasdeep/Jessica

Be it resolved to ratify regrets from Cameron Nakatsu.

CARRIED

5. ADOPTION OF THE AGENDA

5.1 MOTION BOD 2019-02-01:02

Jackson/Jasdeep

Be it resolved to adopt the agenda as amended.

CARRIED AS AMENDED

- In-camera: 9.3 Managerial Transition
- Discussion: 7.1 February 15th Event
- Move discussion items to before New Business
- To move 7.1 Offices for Clubs and Student Unions in SUB to 7.7, 7.7 SOCA Requesting SFSS Formally Recognizes Black History Month to before 7.6 Referendum Questions

6. MATTERS ARISING FROM THE MINUTES

6.1 MOTION BOD 2019-02-01:03

Jasdeep/Jackson

Be it resolved to receive and file the following minutes:

- Board of Directors 2019-01-18.pdf

CARRIED

7. DISCUSSION

7.1 February 15th Event

- There are no confirmed speakers, but there is a contact with one politician
- The marketing plan has been drafted for the event
- The initial student involved in the event is no longer available

8. NEW BUSINESS

8.1 Munchie Mondays – MOTION BOD 2019-02-01:04

Russell/Jessica

Be it resolved to allocate \$2,643.72 from line item 817/20 to purchase required materials for Munchie Mondays.

CARRIED

- The consultant students responded positively to the event
- The increased budget allows for the event to continue on a weekly basis. The resources have been allocated to provide more of the items that students are in favour of (the items that run out quickly)
- There are some potential sponsorships that will provide higher valued incentives than the current consumables

8.2 BOD Meeting Voting – MOTION BOD 2019-02-01:05

Kia/Jasdeep

Be it resolved to note all Board members abstaining or voting against a motion in the minutes for all future motions.

CARRIED

- To increase transparency of who votes for each motion in order to better display the relationship between members and Board members
- Concerns:
 - Board members may change their answer/perspective to vote since it will be noted, even though Board meetings are public meetings for all members to attend
- Current procedure allows Board members to choose if they want their abstentions noted in the minutes
- Note:
 - Board meetings are public to members, hence votes from each member are visible regardless
 - Board members are elected by members, so members should be aware of how decisions are made and who votes for what to increase accountability
- 1 abstention

8.3 BOD Meeting Agenda and Times – MOTION BOD 2019-02-01:06

Samer/Jasdeep

Be it resolved to post all Board meeting times and draft agendas on the website and relative social media platforms, prior to each Board meeting.

CARRIED AS AMENDED

- Members are welcome to attend all Board meetings
- Amendment: add “and relative social media platforms” after “website”

8.4 SOCA Requesting SFSS Formally Recognizes Black History Month – MOTION BOD 2019-02-01:07

Jasdeep/Amrita

Whereas The Parliament of Canada has been officially recognizing Black History Month following a motion introduced by the first Black Canadian Woman elected to the Canadian Parliament - The Honourable Jean Augustine;

Whereas the SFU Students of Caribbean and African Ancestry has been recognizing and celebrating Black History Month since 1994 in its inception as Black Students Association, now requesting that the Simon Fraser Student Society recognizes Black History Month;

Whereas Black History Month is relevant and very 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 in Canada is essential since it educates Canadians on the contributions and history of black Canadians, with few Canadians know that slavery once existed in Canada, or that many of the British Loyalists who came here after the American Revolution were Black;

Whereas Black History Month is a reminder to all Canadians that racism is not a matter just of the past.

Be it Resolved that the Simon Fraser Student Society, officially recognizes and celebrates the month of February as Black History Month at Simon Fraser University.

CARRIED

- Refer to attachment
- To portray the successes and challenges
- SOCA is hosting workshops and events this month
- Suggestion:
 - SFSS to provide support for the workshops/events that are occurring on and off campus for community outreach
 - Create a proclamation and post on the SFSS platforms/channels, similar to Tuition Freeze
- Note:
 - To help education members on Black History Month in order to recognize the experience and events that occurred
 - To increase a sense of community

8.5 September 14th Board Minutes – MOTION BOD 2019-02-01:08

Be it resolved to correct item 7.1 of the September 14, 2018 meeting minutes to read "VP External and Applied Science Representative met with Terry Beech's staff and resolved the issue."

WITHDRAWN

8.6 MOTION BOD 2019-02-01:09

Samer/Jackson

Whereas there was an error made to the previously approved meeting minutes;

Be it resolved to give notice to amend September 14th, 2018 meeting minutes at our following Board meeting.

CARRIED

8.7 Referendum Questions – MOTION BOD 2019-02-01:10

Kia/Samer

Be it resolved to add the following referendum questions to the SFSS Spring 2019 Referenda, provided the corresponding groups have not found physical accommodation by then:

Should Org Suite X be allocated to SFPIRG or allocated as according to a shared space model

Should Org Suite Y be allocated to CJSF or allocated as according to a shared space model

Should Org Suite Z be allocated to SOCA or allocated as according to a shared space model

NOT CARRIED

- Referenda in reference to the substantial completion date of the SUB

- Motion to be separated into 3 motions to allow members to vote for specific organizations
- Notes:
 - Social justice and environmental justice groups work together
 - These groups are meant to provide support for the specific groups they focus on, however it is open to all students
- Concern:
 - Not all members understand the value of these groups yet and may not be able to vote for the referenda appropriately
 - No context is provided as to what will happen to the groups if spaces aren't provided
- Questions:
 - Why is this a referendum question?

8.8 MOTION BOD 2019-02-01:11

Be it resolved to add the following referendum question to the SFSS Spring 2019 Referenda, provided the corresponding group does not find a physical accommodation by then:

Be it resolved to allocate Org Suite X to SFPIRG as opposed to a shared space model

NOT CARRIED

- Decision about SFPIRG and CJSF in the SUB will not change, but Board will advocate for a possible space for these two groups
- Suggestion:
 - Should not be a referendum question, but a Board decision instead
- These spaces are meant to provide a safe place and support for marginalized groups and to create a sense of community
- Question was called
- 1 abstention

8.9 MOTION BOD 2019-02-01:12

Jackson/Jessica

Be it resolved to add the following referendum question to the SFSS Spring 2019 Referenda, provided the corresponding group does not find a physical accommodation by then:

Be it resolved to allocate Org Suite Y to CJSF as opposed to a shared space model

NOT CARRIED

- 3 abstentions

8.10 MOTION BOD 2019-02-01:13

Samer/Kia

Be it resolved to add the following referendum question to the SFSS Spring 2019 Referenda, provided the corresponding group does not find a physical accommodation by then:

Be it resolved to allocate Org Suite Z to SOCA as opposed to a shared space model

NOT CARRIED

- Consultations between the different African student associations have been conducted
- SFPIRG supports SOCA since SOCA was given a physical space for a few decades and provides a safe space for members who experience institutional racism

- Question:
 - Is SOCA campaigning for SOCA or for African students?
 - SOCA brings up issues/concerns from all the African student associations, however other groups should and can be involved in the campaigning for inclusivity
- Question was called
- 2 abstentions

8.11 Offices for Clubs and Student Unions in SUB – MOTION BOD 2019-02-01:14 Samer/Jackson

Whereas there are several suites of offices in the Student Union Building that have been designated by the Board of Directors to be allocated to clubs and student unions;

Whereas each office will be accessed through a large room that will be furnished with lounge furniture, tables, desks, and chairs;

Whereas it is necessary to determine the best method of assigning these spaces in order to ensure effective use of the spaces.

Be it resolved that each office for clubs and student unions be assigned for a period of one semester with the possibility of extension by additional periods of one semester at a time.

Be it further resolved that each office be assigned to one club or student union except if two groups wish to share an office.

Be it further resolved that each large room be available for drop-in use by SFSS members during daytime hours and can also be booked by the clubs and student unions that are assigned space within the interior offices.

Be it further resolved that staff be tasked to determine the next steps in the process of assigning spaces to clubs and student unions and to report back to the Board with recommendations.

CARRIED

- Item was discussed at a previous Board meeting
- Motion meant to provide joint applications for student groups who wish to share spaces together
- Only 66 applications were received from interested student groups for space in the SUB
- There are 11 offices/spaces available for student groups in the shared space model with 22 bookable spaces for clubs
- Concerns:
 - There is a large number of student groups with a limited number of spaces available, which means that the same group may not be able to use the space again after a long period of time
 - Some student clubs may not need permanent space however, it is suggested that independent organizations such as FNSA, SFPIRG, SOCA, and CJSF who have been established for a few decades may require permanent space in order to provide support/resources on an on-going basis for members
- An objective criterion will be made to select the first groups who will have access to the space
- Questions was called

9. IN-CAMERA

9.1 MOTION BOD 2019-02-01:15

Jackson/Russell

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

CARRIED

Meeting adjourned at 11:11 AM due to an emergency incident

~~9.2 GSS~~

~~9.3 Managerial Transition~~

~~10. EX-CAMERA~~

~~10.1 MOTION BOD 2019-02-01:12~~

~~†~~

~~*Be it resolved to go ex-camera.*~~

~~**CARRIED/NOT CARRIED/CARRIED AS AMENDED**~~

11. ATTACHMENTS

- Munchie Mondays Second Run Proposal.pdf

~~12. ADJOURNMENT~~

~~**MOTION BOD 2019-02-01:13**~~

~~†~~

~~*Be it resolved to adjourn the meeting at*~~

~~**CARRIED/NOT CARRIED/CARRIED AS AMENDED**~~

SFSS Munchie Mondays Proposal

Date & Time:

February 11, 18, 25. 9:30 am – 3:30 pm.

Overview:

- Set up a table or two outside of the board office with coffee and other treats for students. Set up an additional table which can be used to promote upcoming events/initiatives. One or two volunteers will roam around campus distributing snacks and informing students about “Munchie Mondays”.

Rationale:

- A large number of students openly express a desire for free food. This program is a way to provide it to them, while also: generating student engagement, feeding students in need, increasing brand awareness, creating promotional opportunities, and improving the SFSS’s public image.

Metrics/Measurables:

- Amount of food orders
- Amount of food left over/how quickly it runs out

Marketing:

- Marketing will be completed by our SFSS communications office. We will make multiple posts on both (Instagram and Facebook) of our channels. We will also put up a few posters around campus closer to the date to inform students.
- A standing advertisement board should be placed in a populated walkway near the tables, and will direct students toward the tables.

Production:

- Will consist of 2-3 tables. SFSS tablecloths, flags, and other available promotional material will be present around the tables. Tables are meant to be for the food. One table may be dedicated for SFSS promotions (posters of upcoming events, engagement items, etc.)

Continuation:

- If the board considers this program a success after the next month, it can be extended on a semesterly or month-to-month basis. This allows the opportunity for the menu and other features to be altered with program renewal.

Budget:

Expenses

Item	Unit Price	Quantity	Total
Coffee	\$18.89 (serves 12)	6 (72 servings)	\$113.34
Tea	\$10.99 (serves 312)	1 (312 servings)	\$10.99
Juice Box	\$11.99 (40 pack)	3 (120 servings)	\$35.97
Cookies	\$7.99 (24 pack)	8 (192 units)	\$63.92
Granola Bars	\$11.49 (68 pack)	4 (272 units)	\$45.96
Sesame Snacks	\$9.99 (32 pack)	4 (128 units)	\$39.96
Assorted Muffins	\$7.99/2 (6 pack)	10 (60 units)	\$39.95
Assorted Nuts	\$22.99 (30 pack)	8 (240 units)	\$183.92
Butter Croissants	\$5.99 (12 pack)	4 (48 units)	\$23.96
Bananas	\$1.89 (~12/bag)	4 (~48 units)	\$7.56
Apples	\$11.99 (Bag of ~16)	1 (~16 units)	\$11.99
Rice Krispy Squares	\$11.79 (54 pack)	3 (162 units)	\$35.37
Wagon Wheels	\$6.99 (40 pack)	3 (120 units)	\$20.97
Fruit Snacks	\$11.99 (60 pack)	4 (240 units)	\$47.96
Contingency	\$100.00	N/A	\$100.00
Posters (11x17)	\$0.50	10	\$5.00
Subtotal		N/A	\$786.82
Tax Allowance (12%)		N/A	\$94.41
Total (per event)		N/A	\$881.24
Total (first month)		4	\$2,643.72

Notes:

1. Price of tea will likely vary; price above not taken in store.
2. All snacks will be bought through an external supermarket and advertised and given out in “sample sizes”.
3. Coffee will be bought through Tim Horton’s.
4. Adjusted prices are based on how quickly items run out, and student responses.

DRAFT AMENDMENT PROPOSAL – BOARD POLICY SO-1

CURRENT POLICY

1.4 The duties of the Chair include:

- (A) ensure all meetings are included in the SFSS Society Calendar (GMail),
- (B) convening regular meetings,
- (C) informing committee members of meeting times and locations,
- (D) preparing agendas and collect agenda items,
- (E) distributing any documents or materials to committee members,
- (F) submitting attendance to the VP Finance, and
- (G) reporting on committee activities to the to the Board of Directors
- (H) act as the primary point of contact between the committee and its staff support, if any.

PROPOSED AMENDMENT

1.4 The duties of the Chair include:

- (A) ensure all meetings are included in the Society virtual calendar,
- (B) convening regular meetings,
- (C) informing committee members of meeting times and locations,
- (D) preparing agendas and collect agenda items based on a timeline, set by the Chair, in contemplation of Committee members, who should receive the agenda reasonably in advance in order to thoroughly review its contents,
- (E) distributing any documents or materials to committee members,
 - (a) where possible, documents should be in PDF format and use Times New Roman font,
- (F) submitting attendance to the VP Finance,
- (G) reporting on committee activities to the to the Board of Directors,
- (H) submit minutes approved by the Committee to the Board Chair for approval of the Board of Directors,
- (I) act as the primary point of contact between the committee and its staff support, if any,
- (J) liaise with the Administrative Assistant by:
 - (a) Sending agenda items and any relevant documents to the Administrative Assistant to prepare the draft agenda at least two (2) business days prior to the meeting,

- (i) The Chair will inform the Administrative Assistant if a document contains confidential information,
- (b) Sending any required changes of the draft agenda and approval of the draft agenda to the Administrative Assistant,
- (c) Sending feedback on the draft minutes and approval of the draft minutes to the Administrative Assistant within one (1) week of receiving the draft minutes,
- (K) liaise with the Communications Coordinator to ensure that Committee information relevant to the SFSS Membership is up-to-date on the SFSS Website and SFSS social media channels at all times, including:
 - (a) the name and contact details of the Chair,
 - (b) the date and time of meetings,
 - (c) the location and accessibility information of meetings,
 - (d) vacant seats,
 - (i) where a vacancy arises, the Chair will ensure that the vacancy is listed on the SFSS Website and SFSS social media channels within one (1) week of the vacancy arising,
 - (ii) where the vacancy is a Council-designated seat, the Chair will liaise with the Council Chair to ensure that Council recommends a replacement.

MOTION

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".

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".

R-9: BOARD OF DIRECTORS MEETINGS

Definitions

X.X “Territorial Acknowledgement” is the act of acknowledging the history and on-going act of colonialism, and that we work, play and operate on the traditional, ancestral, and unceded territories of these First Nations. Unceded means that this land has never been surrendered, relinquished, or handed over in any way. This acknowledgement shall be made by the Chair at the beginning of every meeting before any other meeting business is conducted. We recognize that these acknowledgements are only one small part of disrupting and dismantling colonial structures, and that we must also actively center and prioritize all of the Society’s work around standing in solidarity with Indigenous student groups and Host nations. Standing in solidarity includes but not limited to advocating for Indigenous rights and sovereignty, showing up for Indigenous led actions, amplifying Indigenous voices, and building reciprocal relationships. For more information and education on Land Acknowledgements read Native Land Digital’s resource on “[Territory Acknowledgement](#)”.

X.X “Pronouns” means what is used to refer to someone in lieu of using their name. Ensuring people’s pronouns are respected pushes the Society towards actively breaking down the enforcement of societal gender norms. We recognize that respecting people’s gender identity, especially for queer, gender non-conforming, non-binary, Two-Spirit, and transgender people, that may not conform to societal binary standards is important in making a safe and inclusive space in the Society. Pronouns can include but are not limited to He/Him, She/Her, They/Them, Ze/Zir, and Xe/Xem

X.X “Access Needs” means something a person needs to communicate, learn, and take part in an activity, such as a meeting or an event. Everyone has access needs, which may be met or unmet depending on the situation. An individual may communicate how their access needs can be met either publicly or privately to the Chair of a meeting. The members of a meeting shall do everything in their power to ensure that the access needs of each individual person present at a meeting, whether virtual or in person, are met. Conflicting access needs between multiple individuals will be addressed collaboratively on a case-by-case basis to ensure that all individuals can communicate, learn, and take part in meetings and events.

X.X “Roll Call of Attendance” means the act of the Chair of a meeting calling off a list of names to determine whether there is a quorum; and each member of a meeting, when called upon by the Chair, sharing their name, pronouns, and access needs.

X.X “Consent Agenda” means the practice of grouping routine business items which do not require substantive discussion or debate into one agenda item, requiring unanimous consent to be approved.

Duration

9.1 Regular meetings of the Board of Directors shall be limited in duration to three hours, which shall be calculated from the time when quorum has been achieved.

9.2 Where necessary, the Board may extend a meeting past three hours on a majority vote of the Board at any particular meeting.

Quorum

9.3 Once a meeting of the Board of Directors becomes quorate, that meeting shall be considered quorate until such time that a question of quorum is raised.

9.4 A question of quorum shall be treated as a point of order, as defined by Robert's Rules of Order.

Speaking Privileges

9.5 All students who are members in good standing shall have speaking privileges at all meetings of the Board of Directors.

8.6 All Society staff shall have speaking privileges at all meetings of the Board of Directors.

9.7 Board members shall always be given priority on the speaking list before a student guest or Society staff speaks at a Board meeting. The Chair will maintain a speaker's list during Board meetings.

Chair

9.8 The President shall be the Chair of the Board of Directors, and shall Chair all Board meetings unless otherwise voted on by the Board at a particular meeting, or for the duration of a semester.

Vice Chair

9.9 The Board shall, by a simple majority vote, appoint a Vice Chair of the Board of Directors for the duration of a Board term.

9.10 The Vice Chair shall convene and chair a Board meeting in the absence or at the discretion of the Chair of the Board.

9.11 The Vice Chair shall support the duties of the Chair, including but not limited:

- (a) Communicating with Committee Chairs and Committee Vice Chairs on behalf of the Chair, when necessary.
- (b) Communicating with the Council Chair and Council Vice Chair on behalf of the Chair, when necessary.
- (c) Collect agenda items from Board members on behalf of the Chair and send them to the Administrative Assistant through proper communication channels, when necessary.

External Chair

9.12 The Board of Directors may appoint an external chair in a manner consistent with the bylaws.

9.13 An external chair shall receive a \$75 honorarium for each meeting that they chair.

9.14 The external chair shall continue to chair Board of Directors meetings during in camera sessions.

9.15 The external chair is bound by all rules governing in camera sessions.

Agenda

9.16 The order and items of business for meetings of the Board of Directors are:

- (a) Call to Order
- (b) Territorial Acknowledgment
- (c) Roll Call of Attendance
- (d) Adoption of the Agenda
- (d) Consent Agenda
 - (ii) Approval of the Minutes
 - (iii) Approval of Regrets

(iii) Any other business, as determined by the Board Chair

- (f) Old Business
- (g) Reports from Committees
- (h) New Business
- (i) 30 Minute Q&A Period
- (j) Notices of Motion
- (k) Announcements
- (l) Attachments
- (m) Adjournment

9.17 Agenda items for regularly scheduled Board of Directors meetings and supporting documents must be submitted to the Chair, President, and Administrative Assistant. The Agenda for Board of Directors meetings must be distributed to Board members no later than three business days before a Board of Directors Meeting.

9.18 Board of Directors agenda packages will be available electronically on the Society website and/or social media at least two business days prior to regularly scheduled Board of Directors meetings.

Consent Agenda

X.X The purpose of a consent agenda is to save time at Board meetings and make them more efficient by grouping routine business items for unanimous approval of the Board.

X.X The Board Chair shall include a consent agenda portion on the regular agenda wherein items on the consent agenda, in the opinion of the Board Chair, will be matters that do not require substantive discussion or debate, including, but not limited to:

- (a) Approval of minutes

(b) Approval of regrets

(c) Committee appointments

X.X The consent agenda shall be attached as a single document to the agenda of a Board meeting, and must include within it:

(a) the wording of each resolution included within the consent agenda

(b) the relevant documentation for each resolution included within the consent agenda.

X.X During the Board meeting, the Board Chair shall ask for unanimous approval of the consent agenda. If there are no objections, the consent agenda shall be approved. It is not necessary to vote on consent agenda items.

X.X Items that otherwise would be included under “New Business” may be included in the consent agenda where the Board Chair believes the matter does not require substantive discussion or debate.

X.X Any voting Board member can require that an item be moved from the consent agenda to the regular agenda for substantive discussion. If a member requests an item be moved, it must be moved.

X.X Items may not be moved to the consent agenda from the regular agenda once the agenda has been distributed.

Location

9.19 At least one meeting of the Board of Directors shall be held at the Harbour Centre campus over the course of any administration.

9.20 At least one meeting of the Board of Directors shall be held at the Surrey campus over the course of any administration.

9.21 The agenda, time, and location of regularly scheduled Board of Directors meetings shall be published on the Society website and/or social media prior to these meetings. The agenda, time, and location of emergency Board of Directors meetings shall be published on the Society's website if possible.

4. Violence and Harassment Prevention

- a. The SFSS is committed to providing a safer, healthy, and supportive environment by treating its staff and members with respect.
- b. The SFSS will not tolerate any form of violence, harassment, or abuse directed towards members of the SFSS staff, SFSS Board of Directors, and the general membership. This includes any inappropriate conduct or comments made towards the SFSS staff or the SFSS Board of Directors/Council. Club actions must coincide with By-Law 21: Prohibition on Discrimination of the SFSS By-Laws, all SFSS policies and any other regulations or decisions by the Board of Directors/Council).
- c. Harassment is defined as comments or conduct which a person knows or ought to know is unwelcome and creates an intimidating or hostile environment. Violence and harassment can occur through many different channels, including but not limited to: verbal, physical, electronic and digital communications, including personal or club associated accounts (email, social media etc.).
- d. Violence and Harassment may or may not involve physical contact. It includes but is not limited to: physical violence, sexual violence and misconduct, gender-based violence, racism, homophobia, transphobia, ableism, any form of bullying and harassment that is covered under “the grounds of discrimination” prohibited by the BC Human Rights Code including age, race, colour, ancestry, place of origin, political belief, religion, marital status, family status, physical or mental disability, sex, gender identity, gender expression, and sexual orientation.
 - i. Examples of online harassment and sexual violence include but are not limited to vulgar language, stalking, nudity, and unwanted messages.
- e. The SFSS will not tolerate any intentional action taken or situation created to produce mental, emotional, or physical discomfort, which includes but is not limited to embarrassment, harassment, or ridicule. Such activities may include but are not limited to the following: initiation rites, forceful use of alcohol and drugs; creation of excessive fatigue; physical and psychological shocks; engaging in inappropriate public stunts and mischief; morally and sexually degrading or humiliating games and activities; any other activities which are against SFSS By-Laws, policies, other regulations or decisions by the Board of Directors/Council); any other activities which are against the SFU Policies, including and not limited to the Sexual Violence and Misconduct Prevention, Education and Support (GP 44).
- f. Any incidents of violence or harassment will be documented and the appropriate parties and authorities will be notified. Following, the SFSS will thoroughly investigate the incident and if warranted, corrective action will be taken at the discretion of the SFSS.
- g. When incidents and behaviours fall under SFU Policies, including and not limited to the Sexual Violence and Misconduct Prevention, Education and Support (GP 44), the appropriate responsible Office may be notified.

6. Executives

I. Proper operation of a club requires that Executive Members, whether elected or appointed, be responsible to the membership. To this end, it is imperative that:

- (a) club decisions be collaboratively made through the proper channels, and
- (b) elected and appointed positions are not used for personal gain.

J. Executive Members of a SFSS club shall:

- (a) maintain the highest ideals of honour and integrity while serving as executives of a SFSS club,
- (b) accept full and complete accountability for their own acts and omissions, exhibiting self-discipline and the pursuit of excellence in all activities, and
- (c) abstain from any situations that could cause any person to believe that they may have brought bias or partiality, due to personal interest,
- (d) avoid any situation that could impair their judgment in the performance of their elected duties while in office,
- (e) declare and avoid a conflict of interest at the first opportunity, as a result of their personal interests whether real or perceived, or known interests of any close relatives, acquaintances, or business partners, in any enterprise which proposes to transact business with the SFSS club,
 - (i) willfully leave the meeting during any discussion or vote on a subject where such an interest exists,
- (f) not use information designated confidential for the personal gain of themselves or any other persons, and
- (h) Where the executive is found to have breached their duty by violating this policy, that executive may be:
 - (ii) be requested to resign from their position
 - (iii) subject to removal as an Executive Member by the SFSS

EVENTS TERMS OF REFERENCE

Last Revised: April 19th, 2020

1. Definitions

- a. “SFSS” refers to the Simon Fraser Student Society
- b. “SFU” refers to Simon Fraser University
- c. “You”, the “Event Organizer”, and “Group” refers to the persons or groups responsible for the hosting, planning, and execution of events through the SFSS.

2. Statement of Agreement

- a. You agree to abide by the [SFSS](#) & [SFU](#) policies and guidelines.
- b. You agree to respect and abide by the SFSS Organizational Values of Inclusivity, Integrity, Empowerment, Advocacy, Community, and Accessibility.
- c. You agree to advise the SFSS if your event is being sponsored or supported by any external organization.
- d. The terms listed in this document shall hold true for all events held in association with the SFSS.
- e. The SFSS Coordinators, Management, and/or Board of Directors reserve the right to fulfill any executive decision agreed upon by the SFSS, as they see appropriate. These decisions will be made in conjunction with the Event Terms of Reference.

3. Booking Policies

- a. You agree to utilize the Event Planning Toolkit to assist in the planning of your event, to be provided by the SFSS.
- b. Failure to completely fill necessary forms or requests prior to provided deadlines may result in your booking request not being approved and/or cancelled.
 - i. It is recommended to have all requests submitted no later than 10 business days prior to the scheduled event.
- c. Requests for additional services, equipment, and space are subject to availability and are not guaranteed.
- d. You agree to respect and abide by established deadlines for event requests including but are not limited to: A/V bookings, space bookings, catering requests, grant requests, security requests.

4. Marketing and Communications

- a. You agree to not promote or proceed in the sales of tickets until the SFSS and SFU have fully approved your event.
 - i. Please refer to section 5.b.
- b. Graphic designs and logos must adhere to the SFSS Brand Guide, if graphics do not adhere to the guide the club will be subject to disciplinary action at the discretion of the SFSS.
- c. Posters, notices, and advertisements may only be displayed on notice boards provided for such items.

- i. These items are not permitted on walls, glass, concrete surfaces, and or doors. Please refer to the SFU Policy [here](#).

5. Finances

- a. Profits made from group events must be utilized towards the mandate of the collective host group, and not for the benefit of independent individuals.
- b. The SFSS, staff, and its affiliates are not responsible for any net financial losses incurred from events.
- c. Upon SFSS request, event organizers agree to disclose accurate information of ticket sales, number of event attendees, total expenses, and revenue made.
 - i. Failure to do so may result in disciplinary action(s) taken against organizers, at the discretion of the SFSS.

6. Food & Alcohol

- a. You agree to obtain all necessary permits and licenses to ensure the success of your event.
 - i. All food served must be accompanied by a copy of a valid Food Permit, submitted to the SFSS Student Centre in advance.
 1. Temporary food health permits must be obtained from Fraser Health.
 - ii. Special Event Permits may be obtained online.
 - iii. Serving It Right certificates may be obtained online.
 - iv. A valid *Food Safe Level 1* certificate is required by at least one person who will be handing/serving the food
- b. The serving of alcoholic beverages is subject to both [provincial regulations](#) and [SFU policy](#).
 - i. Failure to abide by these terms will result in disciplinary action(s) taken against you, at the discretion of the SFSS.
- c. Catering for events held on SFU property at the SFU Vancouver and Burnaby campuses must be ordered through SFU Catering Services.
- d. Events held on SFSS property may order catering through any third party caterer.
- e. For events at SFU Surrey, there is no mandated caterer. Please ensure you order from a third party caterer with a commercial kitchen, or contact surrey@sfss.ca for catering recommendations.

7. Transportation

- a. Events which require transportation to and from an event must receive approval from an SFSS Member Services Coordinator.
- b. Once given proper approval, you and all participants must fill out the appropriate SFSS waiver forms to be provided by the Coordinator.

8. Conduct

- a. You and all event participants shall behave in a friendly, positive, and secure manner which ensures the safety of all involved.
- b. The participation in any prohibited conduct will result in offending persons or groups to be subject to disciplinary actions, being administered at the discretion of the SFSS. Prohibited conduct includes but is not limited to:
 - i. Theft and vandalism
 - ii. The stealing, defacing, or destruction of property
 - iii. Assaulting, harassing, intimidating, or threatening another individual or group
 - iv. Endangering the health and/or safety of others
 - v. Storing, possessing, using, or distributing weapons or dangerous goods
 - vi. Storing, possessing, using, or distributing illegal drugs or alcohol
 - vii. Stealing, misusing, destroying, defacing, or damaging university property or property belonging to someone else
 - viii. Hazing
 - ix. Violating any other institutional, municipal, provincial, or federal policies and laws
 - x. Encouraging, aiding, or conspiring in any such prohibited conduct

9. Risk Management

- a. During the planning of your event, a risk assessment will be conducted by the SFSS and any relevant SFU departments. If significant risk will be present, you must provide an Event Emergency Plan to the SFSS Coordinators at least two weeks before the event. It is recommended that organizers for larger events submit Event Emergency Plans at least one month in advance. Examples of emergency plans can be provided upon request.
 - i. Failure to do so will result in disciplinary action(s) taken against you, at the discretion of the SFSS.
- b. You agree to report medium- or high-risk elements to the SFSS as soon as it is brought to your attention. Any additional costs associated with the safety and success of the event will be incurred by the event organizers.
 - i. Failure to report these may result in disciplinary action(s) taken against you, at the discretion of the SFSS.

10. Emergency Situations

- a. You agree to report to the SFSS any incidents where intervention from Campus Security, RCMP, EMS, and any other official authority was required.

11. Liability and Insurance

- a. The SFSS, staff, and its affiliates will not be held responsible for any injuries or damages incurred by individuals who are not members of the SFSS.
- b. You and all event participants agree to sign a waiver form if required by the SFSS.
 - i. Failure to do so will result in cancellation of your event.

- c. You agree to reimburse the SFSS for any damages or losses caused to any property during the event, including but not limited to audio visual equipment, building infrastructure, furniture, or any other unmentioned properties.
- d. Certificates of Insurance are recommended to be requested from the SFSS for your event. To do so, please contact the Student Centre at studentcentre@sfss.ca
- e. The responsibility to procure any appropriate event documents will fall upon the event organizers.
 - i. Failure to do so may result in the cancellation of your event.
- f. You agree to indemnify the SFSS for the consequences following any breach in the policies stated in this Events Terms of Reference.

12. Agency

- a. The views and actions expressed during the event do not necessarily represent those of the SFSS.
- b. Event organizers are not permitted to enter into contractual agreements unless they are approved by the SFSS. Where there may be a conflict, this document will prevail.
 - i. Event organizers must notify the SFSS Coordinators of any extraneous agreements they attempt to enter into, and must have them approved prior to legitimately entering into the agreement.
 - ii. Any agreements that have not been approved by the SFSS will result in the event being cancelled and disciplinary action being taken against the organizers, at the discretion of the SFSS.

If the rules set out in this document are not followed, SFSS Coordinators have the authority to administer disciplinary actions to the event organizers until the issues are resolved. Member Services Coordinators may also perform random audits to ensure that event organizers are following these Terms of Reference.

Should there be any questions, please contact the SFSS Student Centre at studentcentre@sfss.ca.

SFSS Issues Policies Development Plan

Author: Gabe Liosis, VP University Relations, Governance Chair

ISSUE

Currently, the SFSS has adopted *SFSS Issues Policies* for the purpose of establishing the Society’s stances on social, political, and economic issues relevant to the Membership. As of February 2021, there is only one policy within the policy document (IP-1). Many members of the SFSS Board of Directors have expressed a desire to expand and create more Issues Policies before the end of this Board term.

BACKGROUND

Many years ago, the SFSS used to have a much larger range of Issues Policies adopted by the Board of Directors. In 2015, the SFSS Board Policies had an entire section titled “Issues Policies”, on a wide range of issues^[1]:

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^ Table of contents of 2015 Issues Policies.

These policies were repealed by the Board of Directors after the last major governance restructuring by the 2015 Board of Directors.

In 2019, the Board of Directors re-established *SFSS Issues Policies*^[2], separate from *SFSS Board Policies*, by establishing *IP-1: Reproductive Rights* (authored by then SFSS Health Sciences Rep. Osob Mohamed).

SFSS Issues Policies are critical because it gives the Board a mandate to move forward on certain/statements in the future. A Board member may not speak on behalf of the Board on a

[1] Appendix 1: SFSS Board Policies (2015-01-07)

[2] <https://sfss.ca/wp-content/uploads/2020/01/BOARD-2019-12-13-Minutes.pdf>

specific stance if the Board has never adopted a stance on such an issue by vote on a resolution (or entrenched in policy). You know an organization has well-developed issues policies when Board members do not need to come to the Board consistently with resolutions to take stances on certain issues if they are already entrenched in Issues Policies.

TL;DR: they help the Society in the long-term by ensuring the Society has very clear, public stances on certain issues.

CURRENT STATUS

Currently, the Issues Policies are significantly underdeveloped. The entire Issues Policies only covers one issue, that being Reproductive Rights. Many Board members have expressed a desire for these policies to be expanded on, to cover a much wider range of social, economic, and political stances of the Society.

KEY CONSIDERATIONS

This Board has roughly two months left before its elected term expires, and a group of newly elected students take office.

Moreover, because of the significant change in the governance structure of the Society, there are going to be many instances where the Executive Committee will need to make a statement quite rapidly, or speak on behalf of the Society on a specific issue in a meeting with the University / External groups. The Executive Committee needs to be sure that when such cases arise, that they are actually speaking to issues that Council agrees with, and has adopted resolutions on.

By having solid, concrete Issues Policies - it leaves less room for constant back and forth between Council and the Executive Committee, especially when the Council is unable to meet in a timely manner, due to its size.

RECOMMENDATIONS

Here is my proposal on ways to move forward with expanding and developing more SFSS Issues Policies, step-by-step:

(1): Bring this conversation to each relevant SFSS Committee for an initial discussion / brainstorming session on stances that should be entrenched into the SFSS Issues Policies.

For example:

- the BIPOC Committee should brainstorm the equity and social policies that we can develop (i.e. commitment to dismantling colonial structures; commitment to anti-racism).

- the University and Academic Affairs Committee should brainstorm all the University-related policies that we can develop (i.e. we believe education should be a right for everybody; we believe in a tuition freeze; etc.)
- the External and Community Affairs Committee should brainstorm all the governmental-related policies that we can develop (i.e. we believe in an international student tuition cap; we believe in affordable student housing; we believe in universal healthcare; climate justice; indigenous sovereignty; and more.)

(2) Do research! Each committee, with the support of the Governance Committee, should take the time to do research on the issues that they brainstorm. Look for online researches that can help education ourselves on what to include in the Issues Policies. Look for other student societies or organizations that have similar policies. **Be sure to also create policies based on resolutions the Board has passed already, either from this Board term, or previous Board terms.**

Committees that can help:

- Black, Indigenous, and People of Colour (BIPOC) Committee
- University and Academic (UAA) Affairs Committee
- External and Community Affairs (ECA) Committee
- Accessibility Committee

(3) Create a draft policy. At this stage, the policy does not have to be perfect, it's just important to get the intention of the policy written down, having integrated your research. The Governance Committee is here to support each Committee in drafting the wording of the policy.

(4) Consult with student groups. For example, if you are creating a policy on our commitment to decolonization and standing in solidarity with Indigenous communities, we have an obligation to consult with the First Nations Student Association to ensure the policy we have developed is appropriate, especially if mainly non-Indigenous folks engaged in the policy-writing process.

Student Groups we should work with:

- First Nations Student Association (FNSA)
- Disability and Neurodiversity Alliance (DNA)
- Students of Caribbean and African Ancestry (SOCA)
- Out On Campus (OOC)
- Women's Center (WC)

(5) Bring the final draft policy to the Governance Committee for final approval and recommendation to the Board of Directors.

(6) Board approves the Policies.

TIMELINE:

Governance Committee Meetings	Board of Directors Meetings
February 24th, 2021: Adopt SFSS Issues Policies Development Plan	February 26th, 2021: Bring Development Plan to the Board of Directors
March 10th, 2021: ??	March 12th, 2021: ??
March 24th, 2021: ??	March 26th, 2021: ??
April 7th, 2021: Last chance for GOV to recommend to BOD	April 9th, 2021: Need to give 2 weeks notice of motion
April 21st, 2021: Last GOV meeting	April 23rd, 2021: Last BOD Meeting

Key Dates:

- February 26th, 2021 - April 7th, 2021: **Engaging with SFSS Committees & Student Groups to develop specific policies.**
- April 7th: **Policies must be completed.**
- April 9th: **Board gives Notice of Motion.**
- April 23rd: **Board passes policies.**

MOTION: GOVERNANCE COMMITTEE

Whereas, the SFSS has Issues Policies to establish the stance of the Society on social, economic, and political issues relevant to the SFSS Membership;

Whereas, many members of the Board of Directors have expressed a desire to expand on the existing SFSS Issues Policies;

Whereas, the development of further SFSS Issues Policies requires collaboration, consultation, and discussion with SFSS committees and equity-seeking groups;

Be it resolved that the Governance Committee approve the SFSS Issues Policies Development Plan as attached.

Be it further resolved that the Governance Committee recommend the implementation of the SFSS Issues Policies Development Plan to the Board of Directors for implementation.

MOTION: BOARD OF DIRECTORS

Whereas, the SFSS has Issues Policies to establish the stance of the Society on social, economic, and political issues relevant to the SFSS Membership;

Whereas, many members of the Board of Directors have expressed a desire to expand on the existing SFSS Issues Policies;

Whereas, the development of further SFSS Issues Policies requires collaboration, consultation, and discussion with SFSS committees and equity-seeking groups;

Be it resolved that the Board of Directors approve the SFSS Issues Policies Development Plan as attached.

Memorandum of Understanding
Student Society Membership List

This Renewed Agreement is effective as of June 1, 2020.

BETWEEN:

Simon Fraser University
8888 University Drive
Burnaby, BC V5A 1S6
("SFU")

AND:

Simon Fraser Student Society
MBC 2201
Burnaby, BC V5A 1S6
("SFSS")

WHEREAS:

A. Section 20(1)(h) of the *Societies Act* requires that the SFSS maintain a register of members including contact information provided by each member;

B. Section 27.1 (2.3) of the *University Act* requires that the SFSS maintain a register of undergraduate students at Simon Fraser University who are not members the student society to include those students in referenda on changes to Student Society Fees; and

C. SFU and SFSS wish to confirm their mutual understanding regarding the disclosure of student personal information;

NOW THEREFORE, the parties hereto agree as follows:

1. This Agreement covers the disclosure of undergraduate student personal information consisting of the following data elements (the "Personal Information"):

- full name
- student ID number
- program areas
- course areas
- @sfu email address
- phone number
- mailing address

2. Under the *Freedom of Information and Protection of Privacy Act* this is the only personal information the University is authorized to disclose to the Society.

3. Pursuant to section 27.1 (2.3) of the *University Act*, the University registrar must provide the Personal Information of students who are not members of the student society to enable the student society to include those students in a referendum on changes to fees.



4. Pursuant to section 20(1)(h) of the *Societies Act*, the SFSS must maintain a register of members including contact information provided by each member. This implies that the University is required to disclose to the SFSS Personal Information required by the SFSS to maintain its register;

5. Disclosure of the Personal Information by the University to the SFSS is authorized by section 33.2(a) of the *Freedom of Information and Protection of Privacy Act* because the disclosure is for a purpose consistent with the purpose for which the Personal Information was originally collected obtained or compiled; and by section 33.1(1)(c) of the *Freedom of Information and Protection of Privacy Act* because the disclosure is in accordance with an enactment of British Columbia that authorizes or requires its disclosure;

6. The disclosure of Personal Information will be made on the first of each month;

7. The University will implement reasonable security measures to ensure that the Personal Information is protected during transmission in CSV format. Disclosure of the Personal Information will be through SFU Vault;

8. The disclosure will be made to and received by the Campaign, Policy, Research Coordinator of the Society;

9. Once disclosed, the Personal Information becomes the property of the Society;

10. The Society will comply with the *Personal Information Protection Act* in respect of the Personal Information;

11. The terms and conditions of this Agreement may not be amended except by agreement in writing executed by both parties; and,

12. This agreement is effective June 1, 2020.

For the University:

Name (please print)

Rummana Khan Hemani
Registrar, SFU

Signature

June 25, 2020

Date

For the Society:

Name (please print)

Osob Mohamed
President, SFSS

Signature

July 22, 2020

Date

Name (please print)

Corbett Gildersleve
VP Finance, SFSS

Signature

July 22, 2020

Date