

## 1. CALL TO ORDER

Call to Order – 11:00 AM

## 2. TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x<sup>w</sup>məθk<sup>w</sup>əy əm (Musqueam), Sk̓w̓x̓wú7mesh Úxwumixw (Squamish), Sel̓ íl witulh (Tsleil-Waututh), k<sup>w</sup>ík<sup>w</sup>əł əm (Kwkwetlem) and q̓ icə́ y̓ (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 HRP Committee Composition

President (*Chair*)..... Osob Mohamed  
VP Finance ..... Corbett Gildersleve  
VP Student Services ..... Matthew Provost  
At-Large Representative ..... Balqees Jama

### 3.1 Society Staff

Transition Manager ..... Lawrence Jones

## 4. ADOPTION OF THE AGENDA

### 4.1 MOTION HRP 2020-08-07:01

Corbett/Balqees

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

**CARRIED AS AMENDED UNANIMOUSLY**

- Move 5.1 Ongoing Grievances and 5.2 Professional Development Request to In-Camera.
- Add Discussion 6.4 Joint Health & Safety Committee Member Suggestion.

## 5. OLD BUSINESS

### 5.1 Collective Agreement Bargaining

- Underestimated how long restructuring and by-law changes would take, so need to develop an action plan to get this started.
- Committing to a date to exchange proposals after the AGM, so we have a target, but also gives Board time.
  - Will impact society for 3-5 years, so need to give time to focus on this properly.
  - If the date ends up being mid or late November, there is a potential that it can be done by winter break if there are no major challenges.
- Moving forward, need to determine a date to dedicate time on this and figure out which Board members want to work on this and want to sit on the bargaining committee.
- By next meeting, everyone should map out next few months, and what projects they need to work on as it'll help the committee pick a date then.

## 6. DISCUSSION

### 6.1 New Support Staff JDs

- Shortened descriptions since last meeting by removing tasks and focusing on general themes.
- Feel free to suggest and make edits.
- Briefing Note from Transition Manager on considerations around creation of a Board Organizer
  - In Labour Code context there needs to be significant practices in place to justify an excluded description.
  - If both Board Organizer and Operations Organizer are excluded, and if at any time the Board is not fully functioning and active, the tendency is that these positions will run the Society.
  - If there's a way to make it a union included position, it ensures that the Board must always be involved in day-to-day operations, HR decisions, and one member is always a Staff Liaison.
  - Board Organizer doesn't have an HR related function.
  - Main concerns about included positions is working hour issues, and in the case that the Board Organizer is not doing their job properly or is taking advantage of the Board as has happened in the past, their termination would be difficult.
  - Possibility of having positions related to advocacy reporting to Board Organizer to give them a HR-related function and have a policy that these two positions can not be SLO under any circumstances.
  - Need to have clear roles and decision-making processes for Executive Committee, BO and OO.
  - Need to ensure new Board is trained on how to provide oversight and supervise.
- Hiring Committee should include President, and a few other HRP committee members, but President will put out a call for interest to the Board.
  - Staff was brought in after shortlist in the past for Executive Director interviews.
  - All committee members are interested in being a part of one of them.
- Can share JD with union as a gesture/on good will but isn't necessary.

### 6.2 Student Advocate JD

- Benefit to have someone who is well-versed in SFU policy and procedures for students to have someone to turn to who is completely funded by SFSS.
  - Ombudsperson is helpful but limited to what they can do to help.
- Criminal Record Check
  - They are in a position of power, and having them done, does give the security of being able to check and subjectively deciding based on what is shown.
  - However, they are not necessarily accurate or reflective of the full picture, and for positions that are related to advocacy, it's likely some candidates would have a Criminal Record Check for civil disobedience or small infractions, so it shouldn't be needed.
  - Haven't done them in the past for any other positions.
  - Could be a financial barrier for some people.
  - Agreement to remove it from the JD.
- Make edits and comments and will approve it at the next meeting.
- Goal was having them hired in September but might need to push that back.
- Include a requirement to be familiar with anti-oppression and anti-racism work.

### **6.3 Meeting Minute Transcription**

- Zoom Business accounts have an option to create full verbatim transcriptions.
- Makes it possible for Admin Assistants to not have to attend meetings live and makes it easier to create minutes.
- Zoom concerns with Zoom bombing and security issues.
  - Manually allow people into the meeting to combat this.
- Current Admin Assistant says there would still be plenty of work but would liberate minute taker to spend time more productively. Will help with backlog as well.
- Being a part of Tech Soup gives the SFSS 50% off Zoom.

### **6.4 Joint Health & Safety Committee Member Suggestion**

- Postponed until next meeting

## **7. IN-CAMERA**

### **7.1 MOTION HRP 2020-08-07:02**

**Balqees/Matthew**

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

**CARRIED UNANIMOUSLY**

- Ongoing Grievances
- Professional Development Request
- CPR Assistant Hiring

## **8. EX-CAMERA**

### **8.1 MOTION HRP 2020-08-07:03**

**Corbett/Balqees**

*Be it resolved to go ex-camera.*

**CARRIED UNANIMOUSLY**

## **9. ADJOURNMENT**

### **9.1 MOTION HRP 2020-08-07:04**

**Matthew/Corbett**

*Be it resolved to adjourn the meeting at 1:00PM.*

**CARRIED UNANIMOUSLY**