

SFSS EXECUTIVE OFFICERS WORK REPORT

This report reflects the Board work from
June 1 - June 15, 2021

[President](#)

[VP Internal and Organizational Development](#)

[VP Finance and Services](#)

[VP University and Academic Affairs](#)

[VP External and Community Affairs](#)

[VP Events and Student Affairs](#)

[VP Equity and Sustainability](#)

President
Gabe Liosis

Meeting Summary and Comments

Meeting, Date	Daily Executive Committee Check-Ins (CUMULATIVE)
Parties Attending	Members of the Executive Committee
Meeting Length (Hrs)	<ul style="list-style-type: none"> - 3 x 1 hour sessions - 7 x 30 minute sessions TOTAL = 6.5
Reason	The Executive Committee has Check-Ins every morning at 9am to discuss actions items and to-dos for the day.
Summary and Outcome	N/A
Next Steps	N/A

Meeting, Date	Gabe / Ella Weekly Check-In, 06-01-2021
Parties Attending	Gabe Liosis (President), Ella Droko (Board Organizer), Corbett Gildersleve (VP Internal)
Meeting Length (Hrs)	0.5
Reason	Ella and I have 30 minute "check-in" calls twice a week to update each other on projects we are each working on, and it's an opportunity for us to identify areas where support is needed.
Summary and Outcome	<ul style="list-style-type: none"> - Topics discussed: <ul style="list-style-type: none"> - Planning for a new SFSS Strategic Plan - Making Council Meetings (Voting, etc) more efficient - Document tracking for Council - JotForm Training
Next Steps	

Meeting, Date	Community Engagement on Personal Safety Steering Committee, 06-02-2021 <i>*The Meeting was 2.5 hours long, but I had to step out from 10am-11am for the SFSS JHSC meeting.</i>
Parties Attending	Serena Bains, Nav Purewall, Michelle Bested, Elodie Jacquet, Mark LaLonde, Ron Johnston, Gwen Bird, Nicole Ly, Mohamed Hefeeda, Tiara Cash, Marie Haddad, Soraya Elchehimi, Gabe Liosis, Araba, Martin Mroz, Andrea Ringrose, Laura Reid, Ebony Magnus, Sude Guvendik, Prodpran W, Hafsa Sadiq
Meeting Length (Hrs)	2.5 hours (I only attended for 1.5 of that)
Reason	To discuss how SFU can improve their safety practices in the community
Summary and Outcome	<ul style="list-style-type: none"> - What the following meetings will include - The purpose of the steering committee - Guiding principles for engagement <ul style="list-style-type: none"> - Safe spaces should also include the classroom and academics

	<ul style="list-style-type: none"> - Having anti-oppression training - Engagement in context: context, process and impact - Had a discussion about transparency and access to information - https://docs.google.com/document/d/1mz_JmG9jk3p0ExwsSu91jA8t4RWEtc/a7oluS2xNc4Dk/edit?fbclid=IwAR294xmfrurNiWGKEz-4pnTJKxFUzZK-O401XFEjGKKxiddlYvu_5hF7As8#heading=h.60cry1srbeq - What would build trust for the group to continue?
Next Steps	

Meeting, Date	Joint Health and Safety Committee (JHSC), 06-02-2021
Parties Attending	Employer Reps: Gabe Liosis, Ayesha Khan Employee Reps: Dipti Chavan, Somayeh Naseri Guests: John Walsh
Meeting Length (Hrs)	1.0
Reason	Regularly Scheduled Monthly JHSC Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Topics Discussed: <ul style="list-style-type: none"> - COVID-19 Staff Check-In Survey & Recommendations - Work from Home Check-In - Provincial health orders and SUB COVID Safety Plan Phases
Next Steps	<ul style="list-style-type: none"> - Send Gradual Staff Return to Work Plan to the Executive Committee for approval.

Meeting, Date	SFSS Council, 06-02-2021
Parties Attending	Members of Council
Meeting Length (Hrs)	4.0
Reason	Regularly Scheduled Bi-Weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Presentations: <ul style="list-style-type: none"> - PCI Development presented on a building project at 3555 Hastings Street - Old Business: <ul style="list-style-type: none"> - Approved a motion to strike a working group for the Access For All Campaign - Report from Committees: <ul style="list-style-type: none"> - Executive Committee Report: exec officers gave their bi-weekly reports to Council - New Business: <ul style="list-style-type: none"> - Approved a motion to appoint Akum Sidhu to the Administrative Assistant Hiring Committee - Approved a motion to receive and file the SFSS-GSS Shared Service Agreement. - Approved a motion to strike a Colombian Solidarity Working Group to draft a statement on the ongoing protests in Colombia. - Approved a motion to appoint Matt Provost and Tiffany Liu to the Nominating Committee - Approved a motion to call on SFU to adjust SFU's transcript and grading system, according to the ongoing petition that is circulating across campus.

	<ul style="list-style-type: none"> - Appointed Serena Bains to the Equity & Sustainability Committee. - Discussion Items: <ul style="list-style-type: none"> - Council Sweaters: Matt brought forward a discussion on ordering sweaters for members of Council. - Notion of Motion <ul style="list-style-type: none"> - Gave N.O.M. for an amendment to FP-12
Next Steps	

Meeting, Date	Conversation with GSS on SFSS Student Advocacy Office
Parties Attending	Gabe Liosis (SFSS President), Harjap Grewal (GSS Advocate & Policy Advisor), Trish Everett (SFSS Student Advocacy Coordinator)
Meeting Length (Hrs)	1.0
Reason	Connect Trish, as the new SFSS Student Advocate, with Harjap, who is the long-standing Advocate at the GSS.
Summary and Outcome	<ul style="list-style-type: none"> - Topics discussed: <ul style="list-style-type: none"> - Trish and I had an opportunity to ask Harjap many questions about how their advocacy office works at the GSS, which gave us ideas for how we would establish our office. - We talked about who Trish can build relationships with
Next Steps	N/A

Meeting, Date	Building Coordinator Job Description Overview Session, 06-03-2021
Parties Attending	Gabe Liosis (President), Corbett Gildersleve (VP Internal), John Walsh (Building Manager), Ayesha Khan (Operations Organizer)
Meeting Length (Hrs)	1.0 Hours
Reason	Create and finalize a draft for a new SFSS staff position of Building Coordinator.
Summary and Outcome	<ul style="list-style-type: none"> - Reviewed job duties, skills and requirements
Next Steps	<ul style="list-style-type: none"> - Bring to the SUB Opening Working Group for feedback. - Then, bring it to the HRP Sub-Committee for final approval.

Meeting, Date	Esports MOU Discussion
Parties Attending	Gabe Liosis (President), Ayesha Khan (Operations Organizer), Jennifer Chou (former VP Student Life), John Walsh (Building Manager), VP Internal (Corbett Gildersleve)
Meeting Length (Hrs)	1.0
Reason	Discuss aspects of Esports MOU and some concerns CUPE had around it.
Summary and Outcome	<ul style="list-style-type: none"> - CUPE had some concerns around a clause in the Esports MOU, particularly around staffing of the space. - We came to a consensus on what clause needed to be amended to satisfy CUPE's concerns.
Next Steps	<ul style="list-style-type: none"> - Bring proposed amendment to the MOU to our Working Conditions meeting

	with CUPE to see if our proposal satisfies their concerns
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Meeting, Date	SFSS Executive Committee Co-Ops, 06-03-2021
Parties Attending	Gabe Liosis (President), Corbett Gildersleve (VP Internal), Ella Droko (Board Organizer), Muriel Klemetski (SFU Co-Op Director)
Meeting Length (Hrs)	0.75
Reason	Discuss how Co-op designation for SFSS Execs would work
Summary and Outcome	<ul style="list-style-type: none"> - Muriel asked us a bunch of questions about how the Co-op reporting structure would work.
Next Steps	N/A

Meeting, Date	Free Palestine Working Group, 06-03-2021
Parties Attending	Members of the Free Palestine Working Group
Meeting Length (Hrs)	1.0
Reason	First Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Agenda: <ul style="list-style-type: none"> - Elected a Chair (Zaid Lari) to lead the working group - Established community guidelines for the group - Established goals and timelines for the Working Group
Next Steps	

Meeting, Date	Training Session for the HR & Personnel Sub-Committee, 06-04-2021
Parties Attending	Members of the HRP Sub-Committee
Meeting Length (Hrs)	1.0
Reason	Ayesha and I organized this Development Session for HRP Sub-Committee members before we called our first official meeting
Summary and Outcome	<ul style="list-style-type: none"> - Topics reviewed: <ul style="list-style-type: none"> - Role of HRP - Organizational Chart (staff reporting structure) - Classes of staff - Best Practices - Recruitment, Retention and Hiring - Employee onboarding - Critical equity lens - Ayesha and I jointly ran this session!
Next Steps	

Meeting, Date	Gabe / Ayesha Weekly Check-In, 06-04-2021
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Parties Attending	Gabe Liosis (President), Ayesha Khan (Operations Organizer)
Meeting Length (Hrs)	0.5
Reason	Ayesha and I have a regularly scheduled weekly check-in on SFSS operations, as the Staff Liaison Officers of the Society
Summary and Outcome	<ul style="list-style-type: none"> - Topics discussed: <ul style="list-style-type: none"> - HRP Training - Agenda for HRP next week - Building Coordinator Job description - Esports MOU - Trish's onboarding - Hiring Process document
Next Steps	

Meeting, Date	Gabe / Ella Weekly Check-In, 06-04-2021
Parties Attending	Gabe Liosis (President), Ella Droko (Board Organizer), Corbett Gildersleve (VP Internal)
Meeting Length (Hrs)	0.5
Reason	Ella and I have weekly check-ins, as one of the excluded staff members that reports directly to me.
Summary and Outcome	<ul style="list-style-type: none"> - Topics discussed: <ul style="list-style-type: none"> - Strategic Planning - Ella showed me her project plan document
Next Steps	

Meeting, Date	Meeting with Rummana Khan Hemmani and Newly Elected Execs, 06-04-2021
Parties Attending	Rummana Khan Hemmani (Vice-Provost and AVP, Students & Int'l), Erin Biddlecombe (Sr. Dr., Office of VP Students & Int'l), Members of the SFSS Executive Committee, Ella Droko (SFSS Board Organizer), Trish Everett (SFSS Student Advocacy Coordinator)
Meeting Length (Hrs)	1.0
Reason	Introductions and greetings from VPSI to SFSS Executive Committee
Summary and Outcome	<ul style="list-style-type: none"> - We did a round table introduction and we shared what each of our goals were for the year. - We ended up instead just having a conversation about concerns we have about the Fall Return to Campus
Next Steps	

Meeting, Date	Internal Council Workflow Meeting, 06-07-2021
Parties Attending	Gabe Liosis (President), Corbett Gildersleve (VP Internal), Ella Droko (Board Organizer)
Meeting Length (Hrs)	0.5

Reason	Brainstorm ways to make Council meetings flow more efficiently
Summary and Outcome	- Tested a couple of voting mechanisms for zoom Council meetings
Next Steps	

Meeting, Date	JOG Agenda Setting Meeting
Parties Attending	Gabe Liosis (President), Erin Biddlecombe (Sr. Dr., Office of VP Students & Int'l), Tariza
Meeting Length (Hrs)	0.5
Reason	Setting the JOG agenda for the JOG meeting the following week
Summary and Outcome	<ul style="list-style-type: none"> - Items we put forward: <ul style="list-style-type: none"> - <input type="checkbox"/> Fall Return to Campus - <input type="checkbox"/> Universities response to Kamloops Residential School - <input type="checkbox"/> Osob Mohamed's Senate Motions from a couple of months ago - <input type="checkbox"/> Purpose of JOG, how to improve it as a working session - <input type="checkbox"/> SFU grading scheme
Next Steps	

Meeting, Date	Executive Committee, 06-08-2021
Parties Attending	Members of the Executive Committee
Meeting Length (Hrs)	1.75
Reason	Regularly Scheduled Bi-Weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Motions <ul style="list-style-type: none"> - Approved a motion to appoint Marie and Serena to the Out on Campus Hiring Committee - Approved the Staff Gradual Return to Work Plan based off the COVID-19 Staff Check-In Survey and Recommendations - Approved a motion ratifying Akum Sidhu's nomination for Associate Vice-President Events & Student Affairs - Approved a motion establishing Executive Officers' Co-Op supervisory structure - Approved a motion to mandate Associate Vice-Presidents to complete work reports - Approved a motion to ratify Hannah Bazzi's nomination for Associate Vice-President University & Academic Affairs - Approved a motion to extend delegated authority from VP Finance to VP Internal while Almas is on a Leave of Absence
Next Steps	

Meeting, Date	Gabe / Ella Weekly Check-Ins, 06-08-2021
Parties Attending	Gabe Liosis (President), Corbett Gildersleve (VP Internal), Ella Droko (Board Organizer)
Meeting Length (Hrs)	0.5

Reason	Ella and I have weekly check-ins, as one of the excluded staff members that reports directly to me.
Summary and Outcome	<ul style="list-style-type: none"> - Topics discussed: <ul style="list-style-type: none"> - JOG next week - Administrative Coordinator Draft Job Description - Burnaby City Council By-Election Engagement
Next Steps	

Meeting, Date	Hillel SFU x SFSS Meeting, 06-09-2021
Parties Attending	Gabe, SFSS President; Marie, VP Equity/Sustainability; Gabriel, he/him, Exec President, Hillel SFU; Ayesha, SFSS Operations Organizer; Zaid, Councillor Rep Science; Katia, she/her, Queen Rabbi, Multifaith Centre; Hollis, they/them, Graduate Student, Hillel Secretary Treasurer; Esme, she/her, VP Hillel
Meeting Length (Hrs)	1.5
Reason	Engage in dialogue and hear some of the concerns about student safety Hillel brought forward to the SFSS Council.
Summary and Outcome	<ul style="list-style-type: none"> - We focused on areas to ensure that Jewish students' safety was paramount. The discussion was really productive and conversational, and I was very appreciative of the time and space that we had to speak. - Recap of points made: <ul style="list-style-type: none"> - A draft statement has been created, and is being approved by Council as we speak. Additionally, the working group will now be working on an Issues Policy. In this policy, we want to ensure it is being drafted in a way that ensures Jewish folk and Palestinians on campus are safe. - We are all aligned that we need to center the safety of Jewish students, as well as that we are all in solidarity with the Palestinian people - It was raised that there were some belief and imagery that treated Hillel and Jewish students as monolithic or that they are apologetic for the actions of the state of Israel, and we agreed that is harmful - We recognize that people have co-opted this movement, and we do not condone any form of anti-semitism; this will be reflected in the statement, Issues Policy, and anything else SFSS does related to this. - Some concerns were brought forward about BDS, specifically around what its limitations are, what is its scope, what criteria are we using - these are all topics of discussion that the working group will discuss as the Issues Policy is drafted - SFSS is here to listen, we will be sharing this conversation with the working group
Next Steps	

Meeting, Date	Meeting re: Burnaby City Council By-Election Engagement, 06-09-2021
Parties Attending	Joanne Curry (SFU VP External), Nicole Rogers (Governmental Relations, SFU), Gabe Liosis (SFSS President), Matt Provost (SFSS VP External), Ella Droko (Board Organizer)
Meeting Length (Hrs)	0.5

Reason	Discuss Student Engaging in Burnaby City Council By-Election
Summary and Outcome	<ul style="list-style-type: none"> - Discussed: <ul style="list-style-type: none"> - How to increase student engagement in the upcoming By-Elections - What the candidates platforms looked like
Next Steps	

Meeting, Date	Video Filming with Joy Johnson, 06-09-2021
Parties Attending	Gabe Liosis (SFSS President), Joy Johnson (SFU President)
Meeting Length (Hrs)	0.5
Reason	I was asked by Joy's Office to be in a video with her about a tour of campus.
Summary and Outcome	<ul style="list-style-type: none"> - See final video here: https://www.youtube.com/watch?v=F1EybjS-3u8
Next Steps	N/A

Meeting, Date	Council Development Session, 06-09-2021
Parties Attending	Members of Council
Meeting Length (Hrs)	3.0
Reason	Regularly Scheduled Bi-Weekly Council Development Session
Summary and Outcome	<ul style="list-style-type: none"> - This development session was specifically about SFSS communications, and we covered areas such as: <ul style="list-style-type: none"> - Maximizing online outreach - The power of amplifying social media posts
Next Steps	

Meeting, Date	Student Reference Group for COVID-19 Return-to-Campus Guidelines, 06-10-2021
Parties Attending	Student Society Presidents from within BC, Dr. Reka Gustafson (Deputy Provincial Health Officer), Dr. Brian Emerson (Deputy Provincial Health Officer)
Meeting Length (Hrs)	1.0
Reason	A draft of the COVID-19 Return to Campus Guidelines was circulated to student society Presidents for feedback. This session provided an opportunity for us to provide feedback.
Summary and Outcome	<ul style="list-style-type: none"> - I asked a question about why the province isn't pushing more hybrid forms of educational delivery for September, and how we can ensure accessing accommodations for folks who can't return to campus in the fall doesn't add extra burden to students.
Next Steps	

Meeting, Date	Policy, Research and Community Affairs Coordinator Hiring Committee, 06-10-2021
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Parties Attending	Gabe Liosis (President), Corbett Gildersleve (VP Internal), Shelley Durante (MSC - Surrey), Ricky (MSC - Clubs)
Meeting Length (Hrs)	1.25
Reason	First Meeting of the Hiring Committee
Summary and Outcome	<ul style="list-style-type: none"> - Discussed: <ul style="list-style-type: none"> - Shortlist Candidates for Interviews - Create and Finalize Interview Questions - Schedule Time Slots for interviews
Next Steps	

Meeting, Date	Working Conditions Committee, 06-10-2021
Parties Attending	SFSS: Gabe Liosis (President), Ayesha Khan (Operations Organizer) CUPE: Fiona (CUPE 3338 President), Nancy (CUPE VP), Shelley (Shop Steward)
Meeting Length (Hrs)	0.75
Reason	Regularly Scheduled Bi-Weekly Working Conditions Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Topics discussed: <ul style="list-style-type: none"> - Bargaining update - Esports MOU - Building Coordinator roles
Next Steps	

Meeting, Date	SFSS/GSS Exec Monthly Meeting with Joy Johnson, Catherine D, and Rummana, 06-10-2021
Parties Attending	Gabe Liosis (SFSS President), Ruben (GSS Dr. External Relations, Joy Johnson (SFU President), Catherine D (VP Academic), Rummana (Vice-Provost Students & Int'l)
Meeting Length (Hrs)	1.0
Reason	Monthly Meeting with Joy Johnson, Catherine D, and Rummana
Summary and Outcome	<ul style="list-style-type: none"> - Topics discussed: <ul style="list-style-type: none"> - University response to Kamloops residential school - Fall return to campus - Decolonization policies at SFU - BDS
Next Steps	

Meeting, Date	Gabe / Ayesha Weekly Check-In, 06-10-2021
Parties Attending	Gabe Liosis (President), Ayesha Khan (Operations Organizer)
Meeting Length (Hrs)	0.5
Reason	Ayesha and I have a regularly scheduled weekly check-in on SFSS operations, as the

	Staff Liaison Officers of the Society
Summary and Outcome	<ul style="list-style-type: none"> - Topics discussed: <ul style="list-style-type: none"> - First In-person Exec meeting on June 22nd - Accessibility Coordinator Draft Job Description - OFA and Mental Health Training for execs
Next Steps	

Meeting, Date	Uyghur Solidarity Working Group, 06-10-2021
Parties Attending	Members of the Uyghur Solidarity Working Group, 06-10-2021
Meeting Length (Hrs)	1.0
Reason	First Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Agenda: <ul style="list-style-type: none"> - Elected a Chair (Helen Pahou) to lead the working group - Established community guidelines for the group - Established goals and timelines for the Working Group
Next Steps	

Meeting, Date	HR & Personnel Sub-Committee, 06-11-2021
Parties Attending	Members of the HR & Personnel Sub-Committee
Meeting Length (Hrs)	1.0
Reason	First Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Motions <ul style="list-style-type: none"> - Approved Draft Job Descriptions For: Accessibility Coordinator, Administrative Coordinator - Discussion Items <ul style="list-style-type: none"> - Discussed the Draft Job Description for the Building Coordinator position - Communications Policy for Constituency Groups with SFSS staff
Next Steps	

Meeting, Date	SUB Opening Working Group, 06-11-2021
Parties Attending	Members of the SUB Opening Working Group
Meeting Length (Hrs)	2.25
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Powerpoint slides from the meeting: <ul style="list-style-type: none"> - https://docs.google.com/presentation/d/15qE1HoKnz9L7svAyizKe565AUql60ByqUKMZ8tuyHk/edit?usp=sharing - Agenda Items: <ul style="list-style-type: none"> - Establishing Community Guidelines - Feedback and suggestions for the Building Coordinator Job

	<p>Description</p> <ul style="list-style-type: none"> - Dividing the SUB Opening Working Group into Sub-Groups
Next Steps	<ul style="list-style-type: none"> - Follow-Up with all Sub-Group Leads to schedule meetings

Meeting, Date	WC and OOC Governance Discussion
Parties Attending	Gabe Liosis (President), Corbett Gildersleve (VP Internal), Marie Haddad (VP Equity)
Meeting Length (Hrs)	0.75
Reason	Discuss Ongoing WC and OOC Governance Project
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the Ongoing WC and OOC Governance Project, including: <ul style="list-style-type: none"> - Progress up to date - History - Potential next steps
Next Steps	

Meeting, Date	Meeting with Terry Beech, 06-12-2021
Parties Attending	Gabe Liosis (SFSS President), Matt Provost (VP External), Terry Beech (MP for Burnaby-North-Seymour)
Meeting Length (Hrs)	0.5
Reason	Introductory Meeting + Chance to bring forward some topics for discussion
Summary and Outcome	<ul style="list-style-type: none"> - Round intros - Matt and I brought forward questions and concerns around: <ul style="list-style-type: none"> - Student relief funding for Fall 2021 - Federal gov'ts commitments to reconciliation
Next Steps	

Meeting, Date	Gabe / Devynn Check-In, 06-14-2021
Parties Attending	Gabe Liosis (President), Devynn Butterworth (GSWS Councillor + Council Vice Chair)
Meeting Length (Hrs)	0.25
Reason	Regularly Scheduled Bi-Weekly Scheduled Check In Before Council Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Discussed: <ul style="list-style-type: none"> - Agenda for upcoming Council meeting - Check-In on how committees are going
Next Steps	

Meeting, Date	Mass Email SOP, 06-14-2021
Parties Attending	Gabe Liosis (President), Beaty (Research Assistant)

Meeting Length (Hrs)	0.5
Reason	Updating the Standing Operating Procedure (SOP) document to have clear and up to date instructions on sending mass emails to SFSS Membership
Summary and Outcome	^^
Next Steps	

Meeting, Date	Policy, Research, and Community Affairs Coordinator (PRCAC) Hiring Committee - Interview #1, 06-14-2021
Parties Attending	Members of the Hiring Committee, Candidate #1
Meeting Length (Hrs)	1.25
Reason	Interviewed one of the shortlisted candidates for the PRCAC role.
Summary and Outcome	The contents of the interview are confidential due to hiring procedures. However, interview consists of: <ul style="list-style-type: none"> • Round Introductions • Structured Interview Questions • Candidate has opportunity to ask us questions
Next Steps	N/A

Meeting, Date	Associate Vice-President, Events and Student Affairs Onboarding, 06-14-2021
Parties Attending	Gabe Liosis (President), Jess Dela Cruz (VP Events), Akum Sidhu (AVP Events)
Meeting Length (Hrs)	0.5
Reason	Akum was recently appointed AVP events, so Jess scheduled an onboarding session to bring her into the team
Summary and Outcome	I mainly helped set up Akum's email, we chatted about AVP work vs. Councillor work, etc.
Next Steps	

Meeting, Date	Hybrid Meetings Test, 06-14-2021
Parties Attending	Gabe Liosis (President), Corbett Gildersleve (VP Internal), Somayeh Naseri (Admin Assistant)
Meeting Length (Hrs)	0.75
Reason	Testing out new Hybrid video conferencing equipment in the SUB in advance of the first in-person exec meeting happening on June 22
Summary and Outcome	<ul style="list-style-type: none"> - Tested out: <ul style="list-style-type: none"> - Audio and video quality - How voting would work - Different methods of chairing

Next Steps	
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Meeting, Date	Chat with Independent Jewish Voices (IJV), 06-14-2021
Parties Attending	SFSS: Gabe Liosis (President), Marie Haddad (VP Equity), Zaid Lari (Science Councillor), IJV: Paul, Sid
Meeting Length (Hrs)	1.0
Reason	Chat about recent motion passed re: BDS
Summary and Outcome	<ul style="list-style-type: none"> - We talked about: <ul style="list-style-type: none"> - Our motion passed and work done up to this point - They gave us many suggestions on how to advocate for BDS going forward
Next Steps	

Meeting, Date	Bargaining Review, 06-15-2021
Parties Attending	Gabe Liosis (President), Ayesha Khan (Operations Organizer), Matt Provost (VP External), Corbett Gildersleve (VP Internal)
Meeting Length (Hrs)	0.5
Reason	Regroup with members of our bargaining committee
Summary and Outcome	<ul style="list-style-type: none"> - We discussed: <ul style="list-style-type: none"> - Progress on bargaining so far - Timeline on when bargaining will resume
Next Steps	

Meeting, Date	Check-In with Lacie
Parties Attending	Gabe Liosis (President), Ayesha Khan (Operations Organizer), Shelley Durante (Shop Steward), Lacie (FNFA Coordinator)
Meeting Length (Hrs)	0.5
Reason	Check-In
Summary and Outcome	(contents of this conversation are private)
Next Steps	

Meeting, Date	Policy, Research, and Community Affairs Coordinator (PRCAC) Hiring Committee - Interview #2, 06-15-2021
Parties Attending	Members of the Hiring Committee, Candidate #2
Meeting Length (Hrs)	1.25

Reason	Interviewed one of the shortlisted candidates for the PRCAC role.
Summary and Outcome	The contents of the interview are confidential due to hiring procedures. However, interview consists of: <ul style="list-style-type: none"> ● Round Introductions ● Structured Interview Questions ● Candidate has opportunity to ask us questions
Next Steps	N/A

Meeting, Date	Gabe / Ella Weekly Check-In, 06-15-2021
Parties Attending	Gabe Liosis (President), Ella Droko (Board Organizer), Corbett Gildersleve (VP Internal)
Meeting Length (Hrs)	0.5
Reason	Ella and I have weekly check-ins, as one of the excluded staff members that reports directly to me.
Summary and Outcome	<ul style="list-style-type: none"> - Topics Discussed: <ul style="list-style-type: none"> - JOG on Thursday - Administrative Coordinator - Burnaby City Council By-Election Engagement - Jotforms - Strategic Planning - BC Budget
Next Steps	

Meeting, Date	Operations & Staff Sub-Group (SUB Opening Working Group), 06-15-2021
Parties Attending	Gabe Liosis (President), Corbett Gildersleve (VP Internal), Ayesha Khan (Operations Organizer), John Walsh (Building Manager)
Meeting Length (Hrs)	1.0
Reason	First Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Building Coordinator Job Descriptions ● Building Assistants Job Descriptions ● Hiring Committees + Timeline for BC, BA Hires ● Shift Patterns for BCs, BAs
Next Steps	

Meeting, Date	Committee At-Large Organizing Session, 06-15-2021
Parties Attending	Members of the Executive Committee
Meeting Length (Hrs)	1.0
Reason	Create a plan for increasing applications for Committee At-Large positions
Summary and Outcome	^^

Next Steps	
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Total Meeting Hours	48.0
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Projects and Events

Project/Event Title	Policy, Research, and Community Affairs Coordinator Hiring Committee
Updates and Upcoming Plans	- Reading Resumes
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	2.0

Project/Event Title	SUB Opening Working Group
Updates and Upcoming Plans	- Preparing agenda and powerpoint slides for 06-11-2021 meeting
Relevant Strategic Priorities	Organizational Development, Student Wellbeing, Student Engagement
Total Time (Hrs)	2.5

Project/Event Title	Preparing for Meeting with Terry Beech on 06-12-2021
Updates and Upcoming Plans	- Matt and I hopped on a zoom call for 30 minutes before our meeting with Terry Beech to prep what we wanted to discuss with him.
Relevant Strategic Priorities	Government and Stakeholder Relations
Total Time (Hrs)	0.5

Total Project and Events Hours	5.0
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Committee Chair Work

Committee Name	Preparing for Executive Committee Meetings
# of Meetings	1
Total Time (Hrs)	1.0 of Prep Work
Summary	- Reading the agenda

	- Preparing questions and comments on discussion topics and motions
Ongoing Projects	N/A
Relevant Strategic Priorities:	N/A

Total Committee Hours	1.0
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Administrative Work

Summary	Work Reports
Total Time (Hrs)	- 1.5 - 0.75 - 3.5 TOTAL = 5.75

Summary	Emails + Answering Messages
Total Time (Hrs)	- 0.75 - 2.5 - 1.0 - 1.25 - 3.0 - 1.0 - 1.25 - 1.75 - 1.5 - 1.0 - 0.75 - 1.0 TOTAL = 16.75

Summary	Preparing for Council Meeting on 06-02-2021
Total Time (Hrs)	1.0

Total Admin Hours	23.5
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Total Work Hours	77.5
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VP Internal and Organizational Development

Corbett Gildersleve

Meeting Summary and Comments

Meeting, Date	Gabe/Ella/Corbett Weekly Check-in, June 1
Parties Attending	President Gabe Liosis, Board Organizer Ella Droko, Myself
Meeting Length (Hrs)	1 hour
Reason	Weekly check in
Summary and Outcome	We discussed Ella's progress on organizing for the strategic plan
Next Steps	N/A

Meeting, Date	Build SFU Budget Constraints, June 2
Parties Attending	Building Manager John Walsh, Myself
Meeting Length (Hrs)	0.75 hrs
Reason	Discuss the Build SFU Budget
Summary and Outcome	John recommends creating two additional line items in the Build SFU budget that tracks capital expenditures and small projects. This would be to track changes and improvements to the SUB for the first few years as we use the space and people request improvements.
Next Steps	I need to update my space cost tracking model to see how much funds are available for the first few years for these costs.

Meeting, Date	Documentation Process Meeting, June 2
Parties Attending	Board Organizer Ella Droko, Operations Organizer Ayesha Khan, Myself
Meeting Length (Hrs)	1 hour
Reason	Discussing the SFSS's documentation process
Summary and Outcome	We discussed the issues with the Council registration and the whole process that were raised by staff. I discussed my own perspectives on the forms and possible ways to simplify and improve the process.
Next Steps	We'll revisit this later in the term.

Meeting, Date	Council, June 2
Parties Attending	Council
Meeting Length (Hrs)	4 hours

Reason	Scheduled meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Presentations: <ul style="list-style-type: none"> ○ PCI Development gave a public feedback presentation on their new market rentals ● Motions <ul style="list-style-type: none"> ○ Access for All working group struck ○ Appointed Akum Sidhu to the Administrative Assistant Hiring Committee ○ Received and filed the SFSS-GSS Shared Service Agreement. ○ Struck a Colombian Solidarity Working Group to draft a statement on the ongoing protests in Colombia. ○ Appointed Matt Provost and Tiffany Liu to the Nominating Committee ○ Call on SFU to adjust SFU's transcript and grading system, according to the ongoing petition that is circulating across campus. ○ Appointed Serena Bains to the Equity & Sustainability Committee ● Report from Committees: <ul style="list-style-type: none"> ○ Executive Committee Report: exec officers gave their bi-weekly reports to Council ● Discussion Items: <ul style="list-style-type: none"> ○ Matt brought forward a discussion on ordering sweaters for members of Council. Some spoke in favor, some against. ● Notion of Motion <ul style="list-style-type: none"> ○ Gave N.O.M. for an amendment to FP-12
Next Steps	

Meeting, Date	Comms Dev Session Discussion, June 3
Parties Attending	Digital Media Content Creator Julia Carneiro, Myself
Meeting Length (Hrs)	0.5 hr
Reason	Discussing the upcoming dev session
Summary and Outcome	We discussed the purpose of the dev session, the general content, and what would be presented.
Next Steps	Julia will develop a rough draft and then ask for feedback

Meeting, Date	Building Coordinator Details, June 3
Parties Attending	President Gabe Liosis, Building Manager John Walsh, Operations Organizer Ayesha Khan, Myself
Meeting Length (Hrs)	1 hour
Reason	Finalizing the JD
Summary and Outcome	We discussed parts of the job description as well as the wage scale
Next Steps	N/A

Meeting, Date	Esports MOU Discussion
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Parties Attending	President Gabe Liosis, Building Manager John Walsh, Operations Organizer Ayesha Khan, VP Events and Student Affairs Jess Dela Cruz, Jennifer Chou, Myself
Meeting Length (Hrs)	0.5 hours
Reason	Reviewing the MOU and CUPE Concerns
Summary and Outcome	We reviewed the MOU and the work Corbett, Jennifer, and John did in developing the MOU. We also reviewed some of the concerns that CUPE had brought up in relation to some of the wording in the agreement over management of the space.
Next Steps	N/A

Meeting, Date	SFSS Exec Coop
Parties Attending	Board Organizer Ella Droko, President Gabe Liosis, SFU WIL Director Muriel Klemetski, Myself
Meeting Length (Hrs)	0.75
Reason	Update on the SFSS Exec Coop, June 3
Summary and Outcome	Muriel met Ella and we discussed what the Exec committee had said about the SFSS coop option. Muriel answered a few questions from previous conversations, and I talked about the wage subsidy program that Muriel had suggested.
Next Steps	Develop and send to Muriel Exec JDs for posting online, register SFSS with the wage subsidy program managers

Meeting, Date	HRP Committee Training, June 4
Parties Attending	HRP Committee, Operations Organizer Ayesha Khan
Meeting Length (Hrs)	1 hour
Reason	Training for HRP
Summary and Outcome	Ayesha and Gabe ran through a training session around the purpose of the committee
Next Steps	N/A

Meeting, Date	Gabe/Ella Weekly Check-in, June 4
Parties Attending	President Gabe Liosis, Board Organizer Ella Droko, Myself
Meeting Length (Hrs)	0.25 hr
Reason	Scheduled check-in
Summary and Outcome	Gabe and I checked in with Ella on the progress of her projects
Next Steps	N/A

Meeting, Date	SFU Meeting with Student Services, June 4
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Parties Attending	Student Services Directors, SFSS Execs, Trish Everett Student Advocacy Coordinator, Board Organizer Ella Droko
Meeting Length (Hrs)	1 hour
Reason	Meet and Greet
Summary and Outcome	Hosted by SFU Student Services, they wanted to have a meet and greet with the executives and learn what everyone does.
Next Steps	Erin Biddlecomb will connect with different SFSS execs about upcoming SFU meetings

Meeting, Date	Bursary Tax Discussion, June 4
Parties Attending	President Gabe Liosis, Accountant Ann Fehr, Myself
Meeting Length (Hrs)	1 hr
Reason	Discuss the SFSS's Bursary Goals
Summary and Outcome	We wanted to know about tax implications (forms, costs, etc.) that the SFSS would be responsible for in developing and administering its own bursary system
Next Steps	I need to submit additional documentation to Ann (bylaws and constitution)

Meeting, Date	Internal Council Workflow, June 7
Parties Attending	Board Organizer Ella Droko, President Gabe Liosis, Myself
Meeting Length (Hrs)	0.25
Reason	Exploring Zoom Polls for Vote Tracking
Summary and Outcome	Talked about zoom polling for the next council session as part of a way to make voting more efficient and tracked. Issues with zoom polling is that only the Host can create/edit polls (co-host can only launch existing polls), and results would have to be verified after the meeting with a report download as we can't restrict polling to specific accounts it seems.
Next Steps	N/A

Meeting, Date	Anti-Oppression Dev Session Discussion, June 7
Parties Attending	Board Organizer Ella Droko, VP Equity and Sustainability Marie Haddad, Myself
Meeting Length (Hrs)	1 hour
Reason	Discuss Anti-O Sessions
Summary and Outcome	We discussed the different types of Anti-Oppression Dev sessions that Marie and Ella had researched individually to get everyone on the same page. We looked at costs and a potential schedule for the summer term.
Next Steps	Marie and I need to talk with Jess about shifting her dev session

Meeting, Date	Comms Dev Session Update, June 7
Parties Attending	Digital Media Content Creator Julia Carneiro, Board Organizer Ella Droko, Myself
Meeting Length (Hrs)	1 hour
Reason	Receive a run through of the Comms Dev Session
Summary and Outcome	Julia presented her dev session to us and we gave feedback and areas to expand upon.
Next Steps	The dev session is on the 9th.

Meeting, Date	Executive Committee Meeting, June 8
Parties Attending	Executive Committee
Meeting Length (Hrs)	2 hours
Reason	Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Motions <ul style="list-style-type: none"> ○ Appointed Marie and Serena to the Out on Campus Hiring Committee ○ Approved the Staff Gradual Return to Work Plan based off the COVID-19 Staff Check-In Survey and Recommendations ○ Ratified Akum Sidhu's nomination for Associate Vice-President Events & Student Affairs ○ Established Executive Officers' Co-Op supervisory structure ○ Mandated Associate Vice-Presidents to complete work reports ○ Ratified Hannah Bazzi's nomination for Associate Vice-President University & Academic Affairs ○ Extended delegated authority from VP Finance to VP Internal while Almas is on a Leave of Absence
Next Steps	N/A

Meeting, Date	Gabe/Ella/Corbett Weekly Check-in, June 8
Parties Attending	President Gabe Liosis, Board Organizer Ella Droko, Myself
Meeting Length (Hrs)	0.25 hr
Reason	Weekly Check-in
Summary and Outcome	Received updates on Ella's projects
Next Steps	N/A

Meeting, Date	MSAC Annual Report Development, June 9
Parties Attending	VP Events and Student Affairs Jess Dela Cruz, Myself
Meeting Length (Hrs)	0.5 hr
Reason	Brainstorming the Annual Report

Summary and Outcome	We discussed the purpose of the report, who would be involved in drafting it, and developed rough template
Next Steps	We will schedule another meeting to continue fleshing out the report request

Meeting, Date	Council Dev Session, June 9
Parties Attending	Council, Digital Media Content Creator Julia Carneico
Meeting Length (Hrs)	1.75 hr
Reason	Development Session
Summary and Outcome	Julia walked Council through the communications department, the SFSS's communication channels, what each channel is used for, their strengths/weaknesses, and some metrics to demonstrate why Council members need to help share stories/posts. There was also a QA session.
Next Steps	N/A

Meeting, Date	PRCAC Hiring Committee, June 10
Parties Attending	Hiring Committee
Meeting Length (Hrs)	1.25 hrs
Reason	Reviewing and Shortlisting Candidates
Summary and Outcome	We reviewed the candidates, developed a shortlist, and brainstormed interview questions and the order they would be asked.
Next Steps	Gabe will schedule interviews

Meeting, Date	Collage Demo, June 11
Parties Attending	Collage Rep Henry Ko, Operations Organizer Ayesha Khan, Board Organizer Ella Droko, Myself
Meeting Length (Hrs)	0.5 hrs
Reason	Explore Collage Features
Summary and Outcome	Henry answered questions around Collage's ability to store non-employee information. We were thinking of using Collage as part of the future Council registration process along with acting as a central storage for information.
Next Steps	We will also reach out to different student societies to see what they use

Meeting, Date	HRP Subcommittee Meeting, June 11
Parties Attending	HRP Members
Meeting Length (Hrs)	2 hours

Reason	Scheduled Meeting
Summary and Outcome	We reviewed and approved three job descriptions (Accessibility Coordinator, Building Coordinator, and Administrative Coordinator).
Next Steps	These will go to CUPE for comment and then hiring committees can be struck.

Meeting, Date	Women Center and Out on Campus Collective Governance, June 11
Parties Attending	President Gabe Liosis, VP Equity and Sustainability Marie Haddad, Myself
Meeting Length (Hrs)	1 hour
Reason	Review and Next Steps
Summary and Outcome	We met to review work that Gabe and I had done in the previous term around helping WC Collective and OOC Collectives be more organized around our bylaws
Next Steps	We'll meet later next week to go into more about the two groups.

Meeting, Date	Training Check-in, June 14
Parties Attending	VP Events and Student Affairs Jess Dela Cruz, VP Equity and Sustainability Marie Haddad, Board Organizer Ella Droko, Myself
Meeting Length (Hrs)	0.50 hr
Reason	Check in on Dev Sessions and Staff Training
Summary and Outcome	We discussed work being done for both Council and Staff training
Next Steps	I need a detailed budget and schedule for staff training, to be provided by Ayesha and Ella

Meeting, Date	PRCAC Interview, June 14
Parties Attending	Hiring Committee
Meeting Length (Hrs)	1.25 hr
Reason	Interviewing Candidates
Summary and Outcome	We interviewed a candidate and then debriefed afterwards
Next Steps	Next interview is tomorrow

Meeting, Date	3D Virtual Tour - SFU, June 14
Parties Attending	Operations Organizer Ayesha Khan, Board Organizer Ella Droko, Myself, Gabe Liosis and Jess Dela Cruz
Meeting Length (Hrs)	1 hour
Reason	Demo SFU's 3D School

Summary and Outcome	SFU developed a 3D low poly version of areas of SFU for virtual meetups and tours of campus. We reviewed Renaissance Coffee, AQ Pond, and Convo Mall. It was pretty interesting but I'm not sure how feasible it will be for events.
Next Steps	N/A

Meeting, Date	Hybrid Meeting Test, June 14
Parties Attending	President Gabe Liosis, Admin Assistant Somayeh, Myself
Meeting Length (Hrs)	1 hour
Reason	Testing out using the VC equipment in the SUB for hybrid meetings
Summary and Outcome	We tested the sound and video for hybrid meetings, talked about the meeting and voting process, staff support, and challenges.
Next Steps	We'll try and use it for smaller meetings to test it out the system

Meeting, Date	MSAC Annual Report Brainstorming, June 15
Parties Attending	VP Events and Student Affairs Jess Dela Cruz, Myself
Meeting Length (Hrs)	0.5 hrs
Reason	Continue Working on the Report Template
Summary and Outcome	We went through our document and restructured some areas, fleshed out others, and set a date and time to meet with Ayesha to get her feedback.
Next Steps	Set up a time with Ayesha

Meeting, Date	PRCAC Interview, June 15
Parties Attending	Hiring Committee
Meeting Length (Hrs)	1.25 hrs
Reason	Interview Candidate
Summary and Outcome	We interviewed another candidate and then debriefed afterwards
Next Steps	Next interview is tomorrow

Meeting, Date	Gabe/Ella/Corbett Weekly Check-in, June 15
Parties Attending	President Gabe Liosis, Board Organizer Ella Droko, Myself
Meeting Length (Hrs)	0.5 hrs
Reason	Weekly Check-in
Summary and Outcome	We reviewed the projects Ella is working on and gave feedback if needed.

Next Steps	N/A
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Meeting, Date	Operations & Staff WG, June 15
Parties Attending	President Gabe Liosis, Operations Organizer Ayesha Khan, Building Manager John Walsh, Myself
Meeting Length (Hrs)	1 hour
Reason	Discuss the SUB Work Schedule
Summary and Outcome	We went over the SUB work schedule and some fine tuning of the Building Coordinator JD based on CUPE feedback. The schedule included modeling costs as well as a schedule for Building Assistants.
Next Steps	Ayesha will reply back to CUPE's feedback with the changes we've made

Meeting, Date	Committee At-Large Campaign Organizing
Parties Attending	Exec Committee
Meeting Length (Hrs)	1 hour
Reason	Organize the Committee At-Large Campaign
Summary and Outcome	Social media development and timing, along with a request for Council to share all around the same time. On top of that is student Council members reaching out to their constituents and friends to encourage applications.
Next Steps	Submit work orders to Comms Department and inform Council at the Council meeting tomorrow.

Total Meeting Hours	32.25
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Projects and Events

Project/Event Title	Council Registration
Updates and Upcoming Plans	Provided support to Beaty (SFSS Research Assistant) by walking through the BC Gov registration process with her. The process is very manual and was time consuming on her part. We also found out that it was registered under the old CRPC staff member and had to be redone under Beaty's account. She was able to contact customer service and find a way to speed up some of that task.
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	1 hour

Project/Event Title	Council Committee Report
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Updates and Upcoming Plans	Drafting an updated report for Council on the status of the Committee selection process, how many committees had Council seat vacancies, and next steps
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	1.5 hours

Project/Event Title	Updating Staff Models
Updates and Upcoming Plans	Updated the SUB staffing models based on the SFSS-CUPE LOA around building operating hours
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	1 hour

Total Project and Events Hours	3.5
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Committee Chair Work

Committee Name	N/A
# of Meetings	
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

Total Committee Hours	0
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Administrative Work

Summary	Exec Daily Check-ins: 7x0.5 hr check-ins 2x1 hr check-ins/notion task tracking
Total Time (Hrs)	5.5 hrs

Summary	Emails
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Total Time (Hrs)	June 2: 0.5 hr June 3: 0.5 hr June 7: 0.25 hr June 10: 1 hr
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Summary	Exec Officer Biweekly Work Report
Total Time (Hrs)	2 hours

Summary	Sharing the SFSS FB post about the Committee At-Large openings to FB, Reddit, and IG Chat with Jess and Marie about shifting a Dev Session of Jess's.
Total Time (Hrs)	June 7: 0.5 hours

Summary	Answering auditor emails, tracking down HR documents, sending emails/discord messages to Council to remind them to share IEC and Committee At-Large seat application links, VCIM cheque reissue, signing cheques, etc.
Total Time (Hrs)	June 8: 3.75 hrs

Summary	Answering emails, keeping up on PRCAC applications, set up our Magnet account for SFSS Exec Coops, sent Ann our bylaws and constitution, fixing 2021-2022 Minutes Tracker spreadsheet, Check in with council members on how they're finding council so far, Drafted a Council Committee Composition Report for Council,
Total Time (Hrs)	June 9: 4 hrs

Summary	VP Finance and Services Admin Work Council Work reports - Exec and Non-Exec Sending out next set of report templates Updating Exec Hour Tracker Pasting and organizing SFSS Investments into a spreadsheet for the Palistinian Working Group
Total Time (Hrs)	June 9: 2.25 hrs

Summary	Checking in with Council members about how Council is going for them so far. Linking dev session recordings, answering emails.
Total Time (Hrs)	June 13: 1 hr

Summary	Emails, Answering questions and tracking down docs for the auditors, work with Julia about committee form display issues, other odds and ends
Total Time (Hrs)	June 14: 2 hrs

Summary	Answering emails and questions from Council members (work reports, FIC motion, document gathering). Drafting a Notice of Motion for Council tomorrow and a motion for Exec Agenda next week.
Total Time (Hrs)	June 15: 1 hr

Total Admin Hours	24.25 hrs
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Total Work Hours	60
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VP Finance and Services
Almas Kaur Phangura

Meeting Summary and Comments

Meeting, Date	On a Leave of Absence
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

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

Total Meeting Hours	
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Projects and Events

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

Project/Event Title	
Updates and Upcoming Plans	

Relevant Strategic Priorities	
Total Time (Hrs)	

Total Project and Events Hours	
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Committee Chair Work

Committee Name	
# of Meetings	
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

Total Committee Hours	
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Administrative Work

Summary	
Total Time (Hrs)	

Total Admin Hours	
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Total Work Hours	
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VP University and Academic Affairs
Serena Bains

Meeting Summary and Comments

Meeting, Date	Daily Executive Committee Check-In, June 1st from 9:00AM - 10:00AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	1 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Going through the Notion
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	Meeting with Kelsie and Veronica, June 1st from 8:30PM - 9:00PM
Parties Attending	Serena Bains, Veronica Wong, Kelsie Tham
Meeting Length (Hrs)	0.5 hours
Reason	To discuss the grading scheme petition and potential next steps
Summary and Outcome	<ul style="list-style-type: none"> - What are the next steps for the campaign? <ul style="list-style-type: none"> - Will be on Council, JOG and hopefully Senate agendas in the future - Do we have to stick to what we wrote in the petition? <ul style="list-style-type: none"> - Can update with research and more information, we can adapt the campaign to whatever people need, not locked in - Discussed potentially having a survey - What does the creators of the campaign involvement look like after this becomes a campaign taken on by Senators? <ul style="list-style-type: none"> - Can be as involved as they want, up to them - Said if they have any comments, questions, concerns that they can always let me know - Feedback received from Reddit, Discord, Facebook, etc.
Next Steps	<ul style="list-style-type: none"> - Give Veronica and Kelsie regular updates about the status of their campaign

Meeting, Date	Steering Committee Meeting on Campus Safety Engagement, June 2nd from 9:30AM - 12:00PM
Parties Attending	Serena Bains, Nav Purewall, Michelle Bested, Elodie Jacquet, Mark LaLonde, Ron Johnston, Gwen Bird, Nicole Ly, Mohamed Hefeeda, Tiara Cash, Marie Haddad, Soraya Elchehimi, Gabe Liosis, Araba, Martin Mroz, Andrea Ringrose, Laura Reid, Ebony Magnus, Sude Guvendik, Prodpran W, Hafsa Sadiq
Meeting Length (Hrs)	2.5 hours
Reason	To discuss how SFU can improve their safety practices in the community

Summary and Outcome	<ul style="list-style-type: none"> - What the following meetings will include - The purpose of the steering committee - Guiding principles for engagement <ul style="list-style-type: none"> - Safe spaces should also include the classroom and academics - Having anti-oppression training - Engagement in context: context, process and impact - Had a discussion about transparency and access to information - https://docs.google.com/document/d/1mz_JmG9jk3p0ExwsSu91jA8t4RWEtc_a7oluS2xNc4Dk/edit?fbclid=IwAR294xmfrurNiWGKEz-4pnTJKxFUzZK-O401XFEjGKKxiddlYvu_5hF7As8#heading=h.60cry1srbep - What would build trust for the group to continue?
Next Steps	<ul style="list-style-type: none"> - Provide feedback on documents when emails are sent out - Brainstorm non-negotiables

Meeting, Date	Council meeting, June 2nd from 4:30PM - 8:30PM
Parties Attending	Council members, Abhi Parmar, Priyanka Dhesa, Guest (he/him/his)
Meeting Length (Hrs)	4 hours
Reason	To discuss items to do with the SFSS and the SFU community at large
Summary and Outcome	<ul style="list-style-type: none"> - Presentation PCI development, 3555 Hastings Street - Access for All campaign - Report from the executive committee - Resignation from the events committee - LOA from VP Finance - Administrative assistant hiring committee appointment - SFSS - GSS shared services agreement - Protests in Colombia - Nomination committee appointment - Letter grading system reconsideration - Equity and sustainability committee appointment for VP UAA - Council sweaters - Corrections to the space expansion fund - https://docs.google.com/document/d/1GIU2nKusqNc30CtFpiaruZSBywzcthDqeeqcUThhWNs/edit?usp=sharing
Next Steps	<ul style="list-style-type: none"> - Send out meeting time for access for all working group - Send out email asking for interest in protests in Colombia working group

Meeting, Date	Daily Executive Committee Check-In, June 3rd from 9:00AM - 9:30AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	Meeting with Jennifer from SFUFA, June 3rd from 10:00AM - 11:00AM
Parties Attending	Serena Bains, Jennifer Scott
Meeting Length (Hrs)	1 hours
Reason	To understand what the FA's concerns are about the fall return to campus and to integrate their opinions into the Access for All campaign
Summary and Outcome	<ul style="list-style-type: none"> - Land acknowledgement - Introductions - Providing a brief overview of the campaign - Asking about the FA's knowledge of the fall return to campus - Member services officer, union rep - Jennifer doesn't teach anymore, works full time for the association - A lot of faculty are immunocompromised, primary caregivers, - Don't know how much say SFU has compared to the province - Not clear what individual instructors are allowed to do - Some faculties are saying we don't care what the university does were not doing a full return - How are people going get to and from campus, parking and transit are going to be a much bigger problem - Need more parking - Faculty want to support their students, but don't know how, especially for students with disabilities - How to have faculty help students? - Faculty have had classes of 150 be expanded to 500+ - What are we allowed to do, what are we allowed to do on our own, how are people getting to and from campus? - Hopefully the universities barrier for documentation will be lower and more flexible - University needs to give professors credit for teaching two courses if they're teaching hybrid - Faculty themselves need workplace accommodations - University is looking at highest international students courses, needed for graduation, or with large enrollment, trying to provide these online - Academic freedom would be the hill that faculty die on - Need the university to provide teaching credit to professors who are teaching hybrid, recording - Alternative participation is something that - FA wouldn't sign onto a demand for all courses being hybrid - Ensuring that students with accessibility needs are allowed to continue in their degree without interruption would be a better ask - Limitations regarding the technology available to faculty to record - Increased capacity for CAL, having tests being invigilated by CAL would create greater capacity for faculty - More TA's, RA's, more everything for Faculty to help them, would also create greater capacity for faculty - Can CAL partner with TSSU for the university to fund more TA ships that are specifically notetaking and provide pay for that <ul style="list-style-type: none"> - Especially for international students because they can only work on campus - Increase resourcing at CAL!!!! - Encourage students who are unable to receive their accommodations through CAL to ask their professors
Next Steps	<ul style="list-style-type: none"> - Integrate comments and feedback into briefing note and campaign - Send draft letter to Jennifer

Meeting, Date	SFU and SFSS VP UAA, June 3rd from 4:00PM - 5:00PM
Parties Attending	Serena Bains, Tracey Mason-Innes, Erin Biddlecombe
Meeting Length (Hrs)	1 hour
Reason	To discuss everyone's portfolios and where we can work together
Summary and Outcome	<ul style="list-style-type: none"> - Erin is responsible for Surrey, Student Services everyday stuff, CAL reports to Erin as well - Tracey is responsible for student engagement, career and volunteer services, work integrated learning reports to Tracey, student support rights and responsibilities, CARES team - Student affordability working group, Tracey - Sid is very interested in food security - Ministry started a group regarding renters rights, ministry doesn't support it and SFU doesn't either because the sexual violence and bullying and harassment policies wouldn't apply - Erin and Tracey are behind the - Rummana and the registrar have decided that a full review will occur for WE - Waiting on return to campus guidelines - June 15th the provinces will go to stage 2 - July 1st the province and SFU will go to stage 3 - https://www2.gov.bc.ca/assets/gov/education/post-secondary-education/institution-resources-administration/aest_postsecgoforwardguidelines.pdf - There's another document coming - International and Indigenous peoples will be offered online courses, unclear whether it's courses they want or need - More resources will be going to CAL hopefully by the Fall - Having an access case manager for CAL - Having a support group for CAL - Looking for more supports for navigators or guides for CAL access
Next Steps	<ul style="list-style-type: none"> - Let Sid know about the Food Hub program - Tracey will send the document regarding renters rights movement - Send feedback on TOR - Come up with feedback for CAL - Reach out to Martin about an access case manager or disability support group that's more general don't step on Sean's job - Read go forward guidelines - Come up with feedback for WE

Meeting, Date	Daily Executive Committee Check-In, June 4th from 9:00AM - 9:30AM
Parties Attending	Serena Bains, Marie Haddad
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	SFSS/TSSU Meeting, June 4th from 10:00AM - 11:00AM
Parties Attending	Serena Bains, Marie Haddad, Jade Ho, Lea Hogan, Corbett Gildersleve, Mona Mehdizadeh
Meeting Length (Hrs)	1 hour
Reason	To discuss initiatives TSSU is working on and possible areas for collaboration
Summary and Outcome	<ul style="list-style-type: none"> - Introduction - What TSSU does - In the middle of bargaining for RA's first ever collective agreement - SFU has been pushing back in many ways - The pandemic has shifted how folks connect with RA's - A lot of the undergrad RA's are not being paid, they're seen as volunteers - Want to have a collective agreement by November - The current collective agreement would expire in 2022, could start bargaining again in November - Could have TSSU present a development session to Council
Next Steps	<ul style="list-style-type: none"> - Support where needed and attend the next meeting

Meeting, Date	AVP UAA Weekly Check-in, June 4th from 1:00PM - 1:30PM
Parties Attending	Serena Bains, Priyanka Dhesea
Meeting Length (Hrs)	0.5 hours
Reason	To check-in on the work that's been done over the week and if Priyanka needs any support
Summary and Outcome	<ul style="list-style-type: none"> - Going over research for WE - https://docs.google.com/document/d/1IWz4LI_zVfbFJWNdzz3CP3XDfjqyo9v9uL1x5Edaguc/edit?usp=sharing - Research other institutions WE's - Applied for senate committees to get a Fall reading break
Next Steps	<ul style="list-style-type: none"> - Include Priyanka in daily check-in - Send Priyanka the OER issues policy, set up a time to work on it and get it done - Work on statement for 1984

Meeting, Date	SFU Student Services and SFSS welcome meeting, June 4th from 2:30PM - 4:00PM
Parties Attending	Serena Bains, Rummana Khan Hemani, Tracey Mason-Innes, Erin Biddlecombe, Gabe Liosis, Trish Everett, Jess Dela Cruz, Emmanuela (Ella) Droko, Marie Haddad, Corbett Gildersleve, Matt Provost
Meeting Length (Hrs)	1.5 hours
Reason	To meet everyone and discuss our priorities for the year
Summary and Outcome	<ul style="list-style-type: none"> - Introductions to everyone and their roles - Having SFSS be involved in re-opening meetings - Going to have meetings soon about what will be delivered in the Fall and how? - Return to campus, what working groups are occurring and which ones can we

	<ul style="list-style-type: none"> - be invited to? - Some courses will be offered online, especially those needed for graduation - What financial support will be provided to students? <ul style="list-style-type: none"> - Bursary program through SFU - This program includes barriers to part-time students though
Next Steps	<ul style="list-style-type: none"> - Connect with Trish regarding support and advocacy for disabled students - Email Erin about having a SFSS representative on the accommodations WG

Meeting, Date	Daily Executive Committee Check-In, June 7th from 9:00AM - 9:30AM
Parties Attending	Executive Committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Rate last week on a scale of 1-10 - One good thing you did on the weekend - One thing you're looking forward to this week
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	Accessibility Coordinator Job Description Working Session, June 7th from 12:30PM - 2:00PM
Parties Attending	Serena Bains, Brianna Price, Jennifer Chou
Meeting Length (Hrs)	1.5 hours
Reason	To draft a job description for the accessibility coordinator position and develop a timeline for the hiring of this position
Summary and Outcome	<ul style="list-style-type: none"> - Looking at other job descriptions - Worked on what we should include in each section of the job description including: <ul style="list-style-type: none"> - Introduction - Position summary - Core duties - Qualifications - Assets - How to apply - Timeline <ul style="list-style-type: none"> - Have the job description ready for DNA by July 6th - Ensure that the position is filled by the time we return to the SUB in the Fall
Next Steps	<ul style="list-style-type: none"> - Send an email to Ayesha regarding the timeline, provide the document and ask if there's anything we should include <ul style="list-style-type: none"> - How to make adjustments to the accessibility assistant job description

Meeting, Date	Daily Executive Committee Check-In, June 8th from 9:00AM - 9:30AM
Parties Attending	Executive committee members

Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	Executive Committee Meeting, June 8th from 10:00AM - 12:00PM
Parties Attending	Executive Committee members, Ayesha, Akum Sidhu, Corbett Gildersleve, Ella Droko, Hanah Bazzi, Joseph A, Priyanka Dhesa
Meeting Length (Hrs)	2 hours
Reason	To discuss any SFSS items in between Council meetings
Summary and Outcome	<ul style="list-style-type: none"> - Amended the agenda to include two motions: appointing a second AVP university and academic affairs and delegated authority - Out on campus assistant hiring committee appointment <ul style="list-style-type: none"> - Marie Haddad and Serena Bains were appointed to the committee - COVID-19 staff check-in survey and recommendations <ul style="list-style-type: none"> - The recommendations for a gradual return to work plan for SFSS staff was carried - Staff does want to return but have safety measures in place - Split staff into cohorts, where the maximum would be 50% capacity - If folks cannot wear a mask, just ask them to restrict interactions with staff, don't make things inaccessible - May want to put plans in place for the Execs, Council, AVPs, equity-seeking group staff - Akum Sidhu appointed to AVP Events and Student Affairs - Motion carried to set up a supervisory structure for Exec roles to be recognized as co-ops - Motion carried for AVPs to do monthly work reports - Motion carried to appoint Hanah Bazzi as AVP UAA
Next Steps	<ul style="list-style-type: none"> - Onboard Hanah

Meeting, Date	Trish/Serena Introductory Meeting, June 8th from 12:00PM - 12:30PM
Parties Attending	Serena Bains, Trish Everett
Meeting Length (Hrs)	0.5 hours
Reason	To get an understanding of the student advocate role and how we can work together
Summary and Outcome	<ul style="list-style-type: none"> - Introductions - How does CAL work? <ul style="list-style-type: none"> - Medical model causes a lot of problems - Withdrawal under extenuating circumstances <ul style="list-style-type: none"> - Problematic definition - Transition to online courses and any barriers that came up for folks <ul style="list-style-type: none"> - Proctoring software - Internet access - Trish is looking to be the point of contact, I can be CC'd on emails

	<ul style="list-style-type: none"> - Fall return to campus and any concerns - Different equity-seeking groups on campus and how active they are
Next Steps	<ul style="list-style-type: none"> - Bring up Trish's position with HCS and CAL

Meeting, Date	SFU350 CED Meeting w/ Serena and Marie, June 8th from 6:00PM - 7:00PM
Parties Attending	Serena Bains, Marie Haddad, WeiChun Kua
Meeting Length (Hrs)	1 hour
Reason	To discuss the SFU climate emergency declaration open letter
Summary and Outcome	<ul style="list-style-type: none"> - Thoughts about the SFU climate emergency declaration open letter - Thoughts about the community reinvestment presentation - Being more tactful with wording to get more support - Potentially bringing this to the Board of Governors - Passing this as a motion to SFSS - Having a campaign for folks to sign onto the open letter, end of July beginning of August - Having a panel would be good regarding why they think SFU should pass this, why they support this - What kind of motions does the SFSS need to pass to support the campaign
Next Steps	<ul style="list-style-type: none"> - Email board secretary about whether the September 30th meeting is happening because of the TRC holiday - Connect with other Board of Governors members regarding this motion - Look into having a temporary committee for declaring a climate emergency - Follow up with WeiChun adding SFU 350 CED to ToSS agenda and invite WeiChun to the meeting

Meeting, Date	Daily Executive Committee Check-In, June 9th from 9:00AM - 9:30AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	Menstrual products project, June 9th from 11:00AM - 11:30AM
Parties Attending	Serena Bains, Laya Behba
Meeting Length (Hrs)	0.5 hours
Reason	To gain knowledge about the menstrual products project and possible next steps
Summary and Outcome	<ul style="list-style-type: none"> - Project brought up by a PhD student and GSS board member - SEI at the time didn't have clear processes about accepting projects

	<ul style="list-style-type: none"> - A draft proposal was creating about costing, companies that could be worked with, raising awareness, which got approved - 80K was approved for the project, but the pandemic hit and the project was cancelled - Made great headway with facilities, which was difficult - The person who does funding for facilities was interested - Staples has a proposal to provide items at a reduced price - There's a start up in the U.S. which SFU was looking at to provide dispensers and were the best company to go with because they're sustainable (Aunt Flow, but not CSA approved) - Decided that it would be installed in all washrooms that are wheelchair accessible - Was going to happen in all campuses - Vancouver went it's own way - Grady Ott in facilities, operations supervisors - Facilities - Worrysome that the product is tied to the company - Hospeco wasn't a great option - Were thinking of doing a campaign - Should the dispenser be in the stall or outside the wall in plain sight? - Doing wider consultation would be really important - Make a pitch to the university, or do a pilot project to demonstrate need because the university should foot at least half of the bill <ul style="list-style-type: none"> - Could pitch to the executive tables, Joy, Joannae - Could table in hallways to bring awareness - Could contact folks from universities who have already implemented the project
Next Steps	<ul style="list-style-type: none"> - Could bring this item to the student affordability working group - Contact folks from other universities, maybe TWU, UVIC, UBC - Contact free periods Canada - Fill in Jess - Keep Laya in the loop - Laya has resources if we need help with knowledge gathering, the pitch, connections, etc.

Meeting, Date	Return to campus and HCS, June 9th from 12:00PM - 1:00PM
Parties Attending	Serena Bains, Martin Mroz
Meeting Length (Hrs)	1 hour
Reason	To gain an understanding of what HCS will look like in the Fall and how SFSS can support
Summary and Outcome	<ul style="list-style-type: none"> - 50% of doctors appointments are mental health appointments - Virtual care isn't as good as in-person care - But virtual is better than no appointment, especially for folks with depression - 75% of doctors will be on site, 25% purely virtual - Students haven't been seeking support as much, carrying a lot of anxiety - Especially the case for international students - ISS needs to be able to refer students to HCS - Been able to extend the contract for access case managers until next year - Hiring two more access case managers, if permission is given - Student rights and responsibilities is hiring an access case managers - Looking to hire two health promotion specialists, which would look at how a classroom might contribute to stress, work with faculty, work on EDI <ul style="list-style-type: none"> - Looking to bring this to Wellness working group

	<ul style="list-style-type: none"> - Looking to develop wellbeing plans specific to priority populations - Trish, Martin and SOCA met to discuss support plan for the Black student community <ul style="list-style-type: none"> - What wellbeing activities would be good to promote, what barriers are present - Trying to support multi faith as well as they provide a lot of counselling to folks who don't feel safe - Waitlists can be mitigated through access case managers - Stepped care model - Guide to HCS - Need to be careful about HCS is presented re: bad experiences - Martin tore into MySSP and that the group is becoming dispensable - MySSP has never had it's own survey, but has been included in other services
Next Steps	<ul style="list-style-type: none"> - Martin will get more info about co-op student for guide to HCS - Send Martin the link for the meeting with Mitch

Meeting, Date	Onboarding Hanah, June 9th from 1:45PM - 2:45PM
Parties Attending	Serena Bains, Hanah Bazzi
Meeting Length (Hrs)	1 hour
Reason	To onboard Hanah and provide greater context to her new role as AVP UAA
Summary and Outcome	<ul style="list-style-type: none"> - Went through charter - Went through SFSS by-laws and Council policies - Went through annual plan and discussed areas of interest - Discussed working with Priyanka and the Executive Committee - Went through work reports, how to fill them out and when to submit them - Discussed the specific time commitments, regular meetings, and duties associated with the position
Next Steps	<ul style="list-style-type: none"> - Provide Hanah work report template - Have email address set up - Set up next meeting - Provide any additional relevant resources

Meeting, Date	SFSS/student supports working group feedback, June 9th from 3:30PM - 4:00PM
Parties Attending	Serena Bains, Erin Biddlecombe
Meeting Length (Hrs)	0.5 hours
Reason	To provide feedback on the student supports working group terms of reference
Summary and Outcome	<ul style="list-style-type: none"> - Development of recommendations to academic planning committee could include recommending against mandatory participation - Discussed potentially easing the burden of documentation for students who will be looking to register with CAL - Other institutions have much more compassionate WE procedures, including having documentation from Indigenous Elders - Groups of students who may request accommodations and/or supports <ul style="list-style-type: none"> - Putting a diagnosis on GAD can be problematic as students will be experiencing anxiety about return to campus, with or without a diagnosis - Long-standing disabilities excludes folks who were just diagnosed or

	<ul style="list-style-type: none"> - are currently seeking a diagnosis - Undue burden is not helpful language
Next Steps	<ul style="list-style-type: none"> - Attend student supports working group

Meeting, Date	Council development session, June 9th from 4:30PM - 6:00PM
Parties Attending	Council members, Julia dos Santos Carneiro
Meeting Length (Hrs)	1.5 hours
Reason	To gain an understand of the communications team and the work that they do
Summary and Outcome	<ul style="list-style-type: none"> - Over ten social media pages - Facebook <ul style="list-style-type: none"> - 64% of Canada’s population uses Facebook - It is still the most famous social media in Canada - Algorithm encourages the use of images and videos - Over 12,000 followers - KPI increase conversions to website - To be known as an online hub of information about the SFSS - To promote and encourage student participation in events organized by SFSS and stakeholders - Instagram <ul style="list-style-type: none"> - The fastest growing social media platform in Canada - People-centric and photography platform - 3,000 followers - KPI interaction and engagement - People-centric photos and storytelling about the community - Twitter <ul style="list-style-type: none"> - 49.7% of Canada’s online population use it every - Doesn’t require image - Focus on real time news - Retweet other profiles - Use of hashtags - Be aware of local trends and respond accordingly - 2,005 followers - Social media analytics - Staying on brand <ul style="list-style-type: none"> - Objectives <ul style="list-style-type: none"> - Represent membership - Encourage engagement - Transparency and accountability - Persona <ul style="list-style-type: none"> - Ambassador - Leader - Role model - Supporter - Inspirational - Positive - Disclaimer: personal tone and message - Content types <ul style="list-style-type: none"> - Institutional - Engagement - News - Getting creative - Website and email

Next Steps	- Continue attending development sessions
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Meeting, Date	Daily Executive Committee Check-In, June 10th from 9:00AM - 9:30AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	- Do action items and meetings for the day

Meeting, Date	ToSS Meeting, June 10th from 1:00PM - 2:30PM
Parties Attending	Serena Bains, Rahil Adeli, Zohre, Gabby Doebeli, Hafsa Sadiq, Mona Mehdizadeh, Reese Muntean, Katie Gravestock
Meeting Length (Hrs)	1.5 hours
Reason	To discuss items related to SFSS, GSS, TSSU, and SFPIRG and any areas of collaboration
Summary and Outcome	<ul style="list-style-type: none"> - Updates from the SFSS, GSS, TSSU, SFPIRG - Potentially including TSSU and SFPIRG in the community safety steering committee - Access for all campaign - Safe return to campus - TSSU RA bargaining updates and outreach - International students advocacy office - Contract worker justice updates
Next Steps	- Send Hafsa the invite for the CAL meeting and the document for it

Meeting, Date	Access for all working group meeting, June 10th from 7:00PM - 9:00PM
Parties Attending	Serena Bains, Warren Ho Kin, Ashran Bharosha, Bhavya Singh, Gwen Bui, Shashank, Amelia, Mohammad Al-Sheboul, Ash, Kayla
Meeting Length (Hrs)	2 hours
Reason	To discuss the structure of the A4A letter and begin writing it
Summary and Outcome	<ul style="list-style-type: none"> - Went over some examples of letters - Structure of the letter to SFU <ul style="list-style-type: none"> - Hybrid of #OurDecision TMX - Want to keep it short, but visually appealing - Not to many details - Headers - Introduction/summary of the issue/what we're advocating for - Calls to action/demands

	<ul style="list-style-type: none"> - We should advocate for hybrid -> need to define -> use different term -> variation of distance education, or online components - Provide credit for teachers - You provided accommodations to folks before the pandemic, provide the same accommodations now - Accommodations for labs - Standardization across departments, with accommodations - Instead of outlining impacts have hyperlinks to document outlining all of them - Should we categorize the calls to action by marginalized groups? - Should we include basis in policy? - Conclusion <ul style="list-style-type: none"> - What are the benefits for SFU? <ul style="list-style-type: none"> - What percent of students are international? This has financial incentives - Including human right policy closer - Signatures - Assigning folks to sections of the letter - What do we want to do with the letter? <ul style="list-style-type: none"> - Due date - very limited on time - Should we use a Google form for signatures? - Should we reach out to outside organizations to sign on? <ul style="list-style-type: none"> - Disability organizations - Post-secondary institutions - DSU's, CG's, equity-seeking groups, etc. can be done through Council - Clubs? - Promotion <ul style="list-style-type: none"> - Creating awareness in the public - By using social media
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Next Steps	<ul style="list-style-type: none"> - Send out calendar invite for next meeting - Work on both letters - Work on making letter more visually appealing - Find a form for signatures - Make introductory post to campaign on social media - Ask people in Discord if they have data we can use - Send update email to working group
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Meeting, Date	Daily Executive Committee Check-In, June 11th from 9:00AM - 9:30AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support

Next Steps	- Do action items and meetings for the day
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Meeting, Date	SFSS/GSS/TSSU survey meeting, June 11th from 9:30AM - 10:00AM
Parties Attending	Beth Maschmann, Serena Bains, Lea, Rahil Adeli
Meeting Length (Hrs)	0.5 hours
Reason	To discuss the next steps for the survey and feedback from ethics
Summary and Outcome	<ul style="list-style-type: none"> - Currently in ethics review <ul style="list-style-type: none"> - There was one discrepancy that needs to be fixed - Need to add some language around students being involved - Where will the data be stored and how long will we keep the raw data? - Will be released after ethics approval - Need to do CORE course to look at raw data - https://tcps2core.ca/welcome
Next Steps	- Complete CORE course and send Beth certificate

Meeting, Date	Climate emergency check-in, June 11th from 10:00AM - 11:00AM
Parties Attending	Serena Bains, Marie Haddad, WeiChun Kua
Meeting Length (Hrs)	1 hour
Reason	To draft a motion and plan outreach
Summary and Outcome	- Drafted a motion regarding the climate emergency declaration to Council
Next Steps	- Make any edits as necessary

Meeting, Date	AVP UAA weekly check-in, June 11th from 1:00PM - 1:30PM
Parties Attending	Serena Bains, Priyanka Dhesa
Meeting Length (Hrs)	0.5 hours
Reason	To discuss what we worked on over the week and any areas where we need support
Summary and Outcome	<ul style="list-style-type: none"> - Went over work on WE <ul style="list-style-type: none"> - Limited amount of universities that are doing this well - Not worth our time to look at withdrawal date deadline at this time - Could look at retroactive withdrawals at other universities - Priyanka is looking to have the research and survey questions completed by Wednesday - Access for all campaign <ul style="list-style-type: none"> - Met yesterday, currently working on drafting letters - Can work on more outreach efforts in the future - Menstrual products project <ul style="list-style-type: none"> - Had an introductory meeting
Next Steps	<ul style="list-style-type: none"> - Send Priyanka menstrual products project resources - Send Priyanka links to the A4A letters

	- Send Priyanka the link to the meeting with SFU SS
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Meeting, Date	Arts live project, June 11th from 4:00PM - 4:30PM
Parties Attending	Serena Bains, Laya Behbahani, Charlotte Newman, Janice, Michael Boucher, Jess Dela Cruz
Meeting Length (Hrs)	0.5 hours
Reason	To discuss the arts live project and SFSS' involvement in the project
Summary and Outcome	<ul style="list-style-type: none"> - SEI had a tour of the SUB space - SFSS would like to hold on their participation in this project to prioritize membership, employees, staff, etc. - Would hope that we can have external partners in the future, but October may not be the right time - SEI may shift towards having events in the convocation mall area, where a showcase of diverse talents occurs - Believes that we will be near herd immunity by October - Would have to speak to Corbett, John and Almas about funding, don't want to commit to funding at this time - SFSS could host and SEI could make announcement of that - Could revisit in the Fall
Next Steps	- Revisit this conversation in October/November

Meeting, Date	Daily Executive Committee Check-In + Notion, June 14th from 9:00AM - 10:00AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	1 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support - Going through the notion
Next Steps	- Do action items and meetings for the day

Meeting, Date	OER Working Group meeting, June 14th from 10:00AM - 11:00AM
Parties Attending	Serena Bains, Hope Power, Olga Belikov, John Born, Kate Shuttleworth
Meeting Length (Hrs)	1 hour
Reason	Information sharing and updates about OER from our spaces
Summary and Outcome	<ul style="list-style-type: none"> - Looking to have a centralized space for information on OER - OER related updates from our areas <ul style="list-style-type: none"> - Launched a journal for classes, where folks can publish their final projects in the journal - SFU library open education strategy report: brief summary of key findings and recommendations

	<ul style="list-style-type: none"> - Provided a presentation to SCUTL - Tasked with recommendations to improve OER - Submitted the report to library administration - Will share the full report when given the go ahead - Recommendations include: <ul style="list-style-type: none"> - Leadership and strategy, improving staff capacity - Improving infrastructure and capacity - Training and support - OER working group leadership for next year (August 2021 - August 2022): volunteer for chair? Or interest in a rotating chair model?
Next Steps	<ul style="list-style-type: none"> - Read the slides that Hope provides in follow-up email

Meeting, Date	CAL, HCS and return to campus, June 14th from 11:00AM - 12:00PM
Parties Attending	Serena Bains, Marie Haddad, Mitchell Stoddard, Martin Mroz
Meeting Length (Hrs)	1 hour
Reason	To discuss how CAL, HCS and SFSS can support students with the return to campus
Summary and Outcome	<ul style="list-style-type: none"> - Want actionable items going forward - Heard accommodations of all kinds going through the CAL <ul style="list-style-type: none"> - Not true <ul style="list-style-type: none"> - However accommodations will go through the centre specifically for disabled folks - which is no different than before <ul style="list-style-type: none"> - If there are instances of discrimination, this is the only time accommodations are granted and otherwise - there are adjustments - Folks with no disabilities are not being accommodated <ul style="list-style-type: none"> - Folks who don't have "verification" of their disability are not entitled to protection - ONLY if they are established - Interim accommodations <ul style="list-style-type: none"> - They've been trying to lower the requirements in terms of documentation <ul style="list-style-type: none"> - Lessens burden on HCS and student - What we are trying to understand is folks who access CAL for the first time and their experience <ul style="list-style-type: none"> - Lots of folks have said they've been experiencing depression and anxiety <ul style="list-style-type: none"> - Accommodation <ul style="list-style-type: none"> - The process <ul style="list-style-type: none"> - The lessening is in the interpretation of how they deal with documentation - There has been 2 options <ul style="list-style-type: none"> - Using the forms - questions, info needed - Alternative: doctor would have written a report, doc doesn't need to provide the form if it

	<p>consists of the same material information</p> <ul style="list-style-type: none"> - Nature of the information that is needed - Reasoning: don't need an extensive material of "disclosure" or familial disclosure <ul style="list-style-type: none"> - Lessening the threshold <ul style="list-style-type: none"> - Looking at the totality of information - "No way to tell you this is what is sufficient" - Ask FA is there's a way we can create a system where "adjustments" can be provided - How cal and SFSS can work together - clear and concise information they can follow and what to expect <ul style="list-style-type: none"> - What adjustments and accommodations that can help - CAL asking for help with this <ul style="list-style-type: none"> - Flow chart of CAL's website - need for simplification - He doesn't understand the barrier - Would be helpful to know the barrier
Next Steps	<ul style="list-style-type: none"> - Ask for letter of recommendations and flow chart from Mitch - Set up next meeting time with folks - Speak with Marie about a potential outreach campaign - Put together a document about how to access CAL - Provide recommendations for website copy - Bring the CEE conversation to Elizabeth Elle, Senate and BoG

Meeting, Date	Contract Worker Justice meeting, June 14th from 1:00PM - 2:00PM
Parties Attending	Serena Bains, Jade, Fipe Wong, Brenna Bhandar, John Calvert, Bridget Barker, Carissa Taylor, Catherine Dube, Fiona Lenfesty, Gabriela Doebeli, Janani, Lillian Deeb, Marie Haddad, Mike Archibald, Mitch, Nouha Ishaq, Thomas Leischner
Meeting Length (Hrs)	1 hour
Reason	To discuss what's happening in the campaign and where SFSS can help
Summary and Outcome	<ul style="list-style-type: none"> - Filed a FOI request to obtain a copy of the contracts - Went over the shared principles and demands - Diamond centre will be closed until 2023 - Many employees will be without work because of this closure - Compass group contract <ul style="list-style-type: none"> - Prestigious, but doesn't make any money - Have a short term contract that expires in October - May be interesting to know if there are fees about no longer having catering - Went over July townhall details, confirming speakers for the panel - Company has not reached out to the workers yet regarding the renovations to the Diamond centre - Considering doing research, writing projects, having a website, and further projects for the Fall

Next Steps	- Attend next meeting
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Meeting, Date	Climate resilience plan debrief, June 14th from 2:30PM - 3:30PM
Parties Attending	Serena Bains, Ella Droko, Marie Haddad
Meeting Length (Hrs)	1 hour
Reason	To discuss the climate resilience plan and how we can organize to improve it
Summary and Outcome	<ul style="list-style-type: none"> - Concerns about the SFU climate resilience plan - Claims that advisory role is fine, but students need decision making power - Picking white folk over marginalized communities when the climate crisis disproportionately impacts marginalized communities - Many folks have reached out to her, if she doesn't take our word then we have to take some further action - There's so many problems with the climate resilience plan as it protects the status quo - SFU 350 has a list of things that are wrong with the plan - They claim the plan is a living plan, but they are refusing to make changes - What is your plan to integrate feedback into the plan? - There needs to be a safety working group that prioritizes Indigneous peoples - President's statement on transmountain pipeline and fire hall on mountain: <ul style="list-style-type: none"> - https://www.sfu.ca/pres/the-president/statements/2021/president-s-statement-on-transmountain-expansion-project-and-sup.html - If there was a fire we wouldn't have been able to leave the mountain in time
Next Steps	- Marie is having a one-on-one meeting with Rita, Marie will invite me

Meeting, Date	Daily Executive Committee Check-In, June 15th from 9:00AM - 9:30AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	- Do action items and meetings for the day

Meeting, Date	OER Issues Policy + 1984 Statement Working Session, June 15th from 11:30AM - 1:30PM
Parties Attending	Serena Bains, Priyanka Dhesa
Meeting Length (Hrs)	2 hours
Reason	To draft the issues policy and 1984 statement
Summary and Outcome	<ul style="list-style-type: none"> - Drafted a issues policy regarding course material and OER - Drafted a statement regarding 1984 and the genocide against Sikhs

Next Steps	<ul style="list-style-type: none"> - Send issues policy to Executive Committee to look over - Reach out to PSA, MSA regarding 1984 statement - Edit both as necessary
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Meeting, Date	Committee At-Large Organizing Session, June 15th from 4:30PM - 6:00PM
Parties Attending	Executive committee members
Meeting Length (Hrs)	1.5 hours
Reason	To ask folks to apply for the at-large positions for committees
Summary and Outcome	<ul style="list-style-type: none"> - Messaging folks to apply for committees - What does the SFSS need to do for at-large openings? <ul style="list-style-type: none"> - Corbett will ask Julia to make posts that we can easily share - Jess will post on SFU Undergrads and SFU Progressives - Certain committees have designated seats, have to reach out to the groups that the seats are designated for - What do we need Julia to do? (Corbett to submit WO to Julia) <ul style="list-style-type: none"> - Social media shareable posts, if this hasn't already been done. - FB, IG, Twitter - Post this at 12pm (noon), share from like 1pm-3pm on Thursday. - Organizing: <ul style="list-style-type: none"> - Share in with groups, channels, discords - What do we ask them to do: <ul style="list-style-type: none"> - Hey! Any of these Committees catch your eye? - I think you'd be good for z y x - Do you know anyone who'd be solid for anyone of these? - Be open to hopping on a call with them - Let them know what the duties of Committees are. - What we are asking Councillors to do: <ul style="list-style-type: none"> - Meeting: <ul style="list-style-type: none"> - Gabe: general announcement, what actions we are asking them to do: <ul style="list-style-type: none"> - send them to their DSU members, - share the main posts to your social media accounts, - reach out to 5-10 people. - Discord & Email - Follow up with your assigned Councillors that they did what we asked
Next Steps	<ul style="list-style-type: none"> - Reach out to the SFU DNA Discord

Meeting, Date	Access for All working group meeting, June 15th from 7:00PM - 9:00PM
Parties Attending	Serena Bains, Fizza, Ashran, Gwen, Alan, Warren, Kashish
Meeting Length (Hrs)	2 hours
Reason	To complete drafting the letters to SFU Administration and the province
Summary and Outcome	<ul style="list-style-type: none"> - Went through the edits on the letter to SFU administration - Went through the skeleton for the letter to the province
Next Steps	<ul style="list-style-type: none"> - Send out letters to Council and ask for feedback

Total Meeting Hours	43
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Projects and Events

Project/Event Title	Access for All campaign
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Working group to meet in the next week - Go Forward Guidelines released, more to come in late June - Reading through Go Forward Guidelines and providing feedback - Completing writing both letters
Relevant Strategic Priorities	<ul style="list-style-type: none"> - Student wellbeing - Student financial health - University relations - Government and stakeholder relations
Total Time (Hrs)	June 5th - 1 hour June 15th - 4 hours

Total Project and Events Hours	5
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Committee Chair Work

Committee Name	Accessibility Committee
# of Meetings	1
Total Time (Hrs)	1 hour
Summary	<ul style="list-style-type: none"> - Created group guidelines <ul style="list-style-type: none"> - Avoid discriminatory language of any kind, ableist, racist, sexist, transphobic, etc. <ul style="list-style-type: none"> - Ableist language can include, dumb, lame, stupid, etc. - Do not question or invalidate the identities and disabilities of other members - Speak from your own experience and do not try to represent everyone with similar experiences or identities - If you don't know someone's pronouns, use gender neutral and then ask! If the person is comfortable they'll let you know. Please respect pronouns and preferred identity labels! - Intention doesn't = impact. Be aware of the space you take up as you don't know how what you say/do will impact those in the group. - Add trigger warnings to conversations if applicable - Let me know if there is anything we can do to make the space more accessible! We're always learning, so any suggestions would be greatly appreciated.

	<ul style="list-style-type: none"> - Presentation from the accessibility assistant Brianna Price regarding the Accessibility Committee
Ongoing Projects	<ul style="list-style-type: none"> - Making an annual plan
Relevant Strategic Priorities:	<ul style="list-style-type: none"> - Student wellbeing - Student financial health - Student engagement

Total Committee Hours	1
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Administrative Work

Summary	Emails, work reports, COVID-19 Awareness and Safe Return to Work training, Notion items, research for 1984 statement, questions for committees, writing email response to safety steering committee being postponed
Total Time (Hrs)	June 1st - 2 hours June 2nd - 2 hours June 3rd - 3.5 hours June 5th - 2.5 hours June 6th - 0.5 hours June 8th - 2 hours June 9th - 2 hours June 10th - 2 hours June 11th - 1 hour June 12th - 1 hour June 14th - 1.5 hours June 15th - 2 hours

Total Admin Hours	22
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Total Work Hours	71
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VP External and Community Affairs
Matthew Provost

Meeting Summary and Comments

Meeting, Date	Daily Executive Committee Check-Ins (CUMULATIVE)
Parties Attending	SFSS Executive
Meeting Length (Hrs)	- 3 x 1 hour sessions - 7 x 30 minute sessions TOTAL = 6.5
Reason	The Executive Committee has Check-Ins every morning at 9am to discuss actions items and to-dos for the day.
Summary and Outcome	N/A
Next Steps	N/A

Meeting, Date	FNSA Check in, 6/1/21
Parties Attending	SFSS Exec: Jess Dela Cruz (VP Events) FNSA: Kali (Treasurer)
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Met with FNSA Treasurer, to discuss potential collaboration on events and also to see where SFSS can support in this upcoming yeat
Next Steps	Follow up meeting

Meeting, Date	CAM-C Hiring Committee, 6/1/21
Parties Attending	SFSS Exec: Marie Haddad (VP Equity) Society Staff: Nancy, Dipti
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting
Summary and Outcome	Went over interview questions, and went through the first round of applicants. Scheduled up follow up meeting and next steps for hiring rounds
Next Steps	Follow up meeting

Meeting, Date	Alma Mater Society Introduction, 6/1/21
Parties Attending	AMS Board

Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Met with AMS Executives to discuss potential collaboration this year, discussed collective advocacy efforts with UPass, shared platform points and some relevant annual plan that were relevant with my portfolio
Next Steps	n/a

Meeting, Date	Meeting with Mayor Mike Hurley, 6/2/21
Parties Attending	Burnaby City Mayor Mike Hurley
Meeting Length (Hrs)	30 min
Reason	Scheduled Meeting
Summary and Outcome	Met for introductions, and discussed relevant advocacy points for SFSS and areas where the City of Burnaby could support this upcoming year
Next Steps	Follow up

Meeting, Date	Council Meeting , 6/2/21
Parties Attending	Council, Society Staff
Meeting Length (Hrs)	4 hr
Reason	Scheduled bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> - Presentations: <ul style="list-style-type: none"> o PCI Development around new development - New Business <ul style="list-style-type: none"> o Access for All working group struck o Appointed Akum Sidhu to the Administrative Assistant Hiring Committee o Filed the SFSS-GSS Shared Service Agreement. o Struck a Colombian Solidarity Working Group o Appointed Myself & Tiffany Liu to the Nominating Committee o Call on SFU to adjust SFU's transcript and grading system o Appointed Serena Bains to the Equity & Sustainability Committee - Discussion Items <ul style="list-style-type: none"> - Council Sweaters
Next Steps	n/a

Meeting, Date	COVID Recovery - Transportations & Community , 6/3/21
Parties Attending	Various SFU Staff, GSS
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting

Summary and Outcome	Discussed return campus regarding transportation, made recommendations moving forwards and voiced student concerns around transit in the fall semester
Next Steps	Follow up scheduled meeting

Meeting, Date	Student Services & SFSS Exec Introduction, 6/4/21
Parties Attending	SFSS Exec SFU: Erin Biddlecombe, Tracey Mason-Innes
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Met with SFU Student Services for an introduction
Next Steps	n/a

Meeting, Date	SFPIRG Board Introduction, 6/7/21
Parties Attending	SFPIRG Board of Directors & Staff
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Met with the incoming SFPIRG Board to discuss current platform points and areas of alignment and collaboration. Discussed my intention for the VP External Role, planning on having ongoing meetings with the board
Next Steps	Follow up meeting with Gabby and email action items

Meeting, Date	Task Force to End Homelessness, 6/8/21
Parties Attending	Task Force Folks
Meeting Length (Hrs)	30 min
Reason	Monthly Scheduled
Summary and Outcome	Updates on current projects for Task Force, Updates from the city and upcoming campaigns, had to leave early because of Executive committee meeting
Next Steps	n/a

Meeting, Date	Executive Committee Meeting, 6/8/21
Parties Attending	SFSS Executive Committee
Meeting Length (Hrs)	2 hr
Reason	Bi-weekly scheduled meeting
Summary and Outcome	- Motions

	<p>Filed some minutes</p> <p>New Business:</p> <ul style="list-style-type: none"> - Appoint Marie and Serena to the Out on Campus Hiring Committee - Approved the Staff Gradual Return to Work Plan based off the COVID-19 Staff Check-In Survey and Recommendations - Approved Akum Sidhu's nomination for Associate Vice-President Events & Student Affairs - Approved Hannah Bazzi's nomination for Associate Vice-President University & Academic Affairs - Approved a motion to extend delegated authority from VP Finance to VP Internal while Almas is on a Leave of Absence
Next Steps	

Meeting, Date	Meeting w/ Joanne Curry regarding Burnaby By-Elections
Parties Attending	SFSS Exec: Gabe Liosis (President) Society Staff: Ella (Board Organizer) SFU: Joanne Curry
Meeting Length (Hrs)	30 min
Reason	Scheduled meeting
Summary and Outcome	Met with Joanne Curry to discuss upcoming Burnaby City By-elections and how to engage students in the voting process who are residence
Next Steps	Follow up and action items via email

Meeting, Date	Meeting with New Staff Trish, 6/9/21
Parties Attending	Society Staff: Trish (Student Advocate)
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Met with Trish for introductions as well discussed points of contact for the VP External role in areas of support for the upcoming year. Made some points around supporting student resources as well as providing context for types of advocacy that may come up for BIPOC students in particular.
Next Steps	n/a

Meeting, Date	Council Development Session, 6/9/21
Parties Attending	SFSS Council, Society Staff
Meeting Length (Hrs)	3 hr
Reason	Scheduled development session
Summary and Outcome	This weeks dev session was on the communications department
Next Steps	n/a

Meeting, Date	Check in w/ Mr. President, 6/10/21
Parties Attending	SFSS Executive: Gabe Liosis (President)
Meeting Length (Hrs)	30 min
Reason	Scheduled meeting
Summary and Outcome	Weekly check in to discuss ongoing week and projects areas of collaboration
Next Steps	n/a

Meeting, Date	CAM-C Hiring Committee, 6/10/21
Parties Attending	SFSS Exec: Marie Haddad (VP Equity) Society Staff: Nancy, Dipti
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Went over applicants for CAM-C position discussed upcoming scheduling for short listed candidates and interviews as well as questions
Next Steps	n/a

Meeting, Date	BIPOC Committee Check in, 6/10/21
Parties Attending	SFSS Exec: Marie Haddad
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Met to discuss BIPOC Committee and scheduling for the semester as well as prep
Next Steps	n/a

Meeting, Date	CAM-C Committee Working Session, 9/11/21
Parties Attending	SFSS Exec: Marie Haddad
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Met to finalize questions for interviews
Next Steps	n/a

Meeting, Date	Meeting w/ Terry Beech
Parties Attending	SFSS Exec: Gabe Liosis (President)

	Terry Beech
Meeting Length (Hrs)	30 min
Reason	Scheduled meeting
Summary and Outcome	Myself & Gabe met with Terry to discuss aligning platform points and ask for support and stances on issues that are currently impacting students. We discussed student safety, return to campus, issues that impact international students, reconciliation efforts, TMX pipeline
Next Steps	n/a

Meeting, Date	Bargaining Update, 6/15/21
Parties Attending	SFSS Exec: Gabe Liosis (President), Corbett Gildersleve (VP Internal) Society Staff: Ayesha (Operations Organizer)
Meeting Length (Hrs)	30 min
Reason	Scheduled meeting
Summary and Outcome	Met for updates on bargaining and also scheduling for upcoming bargaining dates later this term
Next Steps	n/a

Meeting, Date	Metro Vancouver Alliance Introduction, 9/15/21
Parties Attending	MVA Staff
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Introductory meeting to learn more about MVA and ongoing campaigns, introduced the SFSS in areas where students need support i.e. housing, affordability, subsidies, food insecurity Discussed my platform points and areas of potential alignment
Next Steps	Waiting for follow up email with more information on MVA and will be bringing to Executive committee

Meeting, Date	Board Organizer Check in, 6/15/21
Parties Attending	Society Staff: Ella (Board Organizer)
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Met with Ella for introductory meeting and also to provide context on types of support I may need for my role. Discussed support for the External and community affairs committee, upcoming

	meeting with Joy Johnson
Next Steps	Working meeting set for upcoming week

Meeting, Date	Committee At-Large Session, 6/15/21
Parties Attending	SFSS Exec
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Met to discuss At-large committee members
Next Steps	n/a

Total Meeting Hours	30.5 hr
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Projects and Events

Project/Event Title	Campaigns & Mobilization Coordinator Hiring Committee
Updates and Upcoming Plans	<p>I will be leading this hiring committee and this is still ongoing:</p> <p>Action items:</p> <ul style="list-style-type: none"> - Job description will be going up soon - Contacting relevant folks for this committee - Finalizing interview questions - Scheduling interviews and phoning short list applicants <p>Ongoing</p>
Relevant Strategic Priorities	HR & Personnel
Total Time (Hrs)	6 hr

Project/Event Title	Wellness Working Group
Updates and Upcoming Plans	<p>Planning for the next WWG in the upcoming weeks</p> <p>Action Items:</p> <ul style="list-style-type: none"> - Sending out introductory emails - Creating relevant goals for summers - Return to campus initiatives - Student Wellness supports and support groups <p>Ongoing</p>
Relevant Strategic Priorities	Student support and engagement
Total Time (Hrs)	2 hr

Project/Event Title	External and Community Affairs
Updates and Upcoming Plans	<p>Planning for the first meeting and scheduling times for introductions, planning internal ECEC development sessions and supports to build engagement, speaking opportunities, invitations from representatives and organizations</p> <p>Working with Ella our board organizer to get work shops for public speaking and navigating conversations directed towards lobbying, 101 to lobbying and going over last years lobbying reports</p>
Relevant Strategic Priorities	Student engagement and support
Total Time (Hrs)	10 hr

Project/Event Title	BIPOC Committee
Updates and Upcoming Plans	Planning and scheduling strategic priorities for BIPOC committee this year, planning scheduling meeting times and introductions
Relevant Strategic Priorities	Student engagement and advocacy
Total Time (Hrs)	4 hr

Project/Event Title	Indigenous Day
Updates and Upcoming Plans	<p>Action Items:</p> <ul style="list-style-type: none"> - Relevant content and digital content - Statement
Relevant Strategic Priorities	Student engagement and recognition, advocacy
Total Time (Hrs)	7 hr

Total Project and Events Hours	29 hr
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Committee Chair Work

Committee Name	Nominating Committee
# of Meetings	1
Total Time (Hrs)	30 min
Summary	Went over appointment of Vice Chair (myself), and discussed how Nominating committee will work
Ongoing Projects	n/a

Relevant Strategic Priorities:	Student Engagement
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Total Committee Hours	30 min
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Administrative Work

Summary	Emails, scheduling, prepping for committees and meetings, phone calls, check ins, work reports
Total Time (Hrs)	13 hr

Total Admin Hours	13 hr
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Total Work Hours	73 hr
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VP Events and Student Affairs

Jess Dela Cruz

Meeting Summary and Comments

Meeting, Date	Daily Executive Check-In, 06.01.21.
Parties Attending	<ul style="list-style-type: none">• VP Events and Student Affairs - Jess Dela Cruz• President - Gabe Liosis• VP Internal and Organizational Development - Corbett Gildersleve• VP University and Academic Affairs - Serena Bains• VP External and Community Affairs - Matthew Provost• VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	0.5 hrs
Reason	The Executive Committee meets Daily Monday-Friday to discuss what work/tasks we did yesterday, what we will be doing the day of, what we need support with, and clarify anything.
Summary and Outcome	See Next Steps.
Next Steps	<ul style="list-style-type: none">• Work report due• Catch up on emails• Review Communications Coordinator Hiring• Review Women's Centre Application• Figure out what I want to do for June events

Meeting, Date	FNSA Meeting with Matt/Kali, 06.01.21.
Parties Attending	<ul style="list-style-type: none">• VP Events and Student Affairs - Jess Dela Cruz• VP External and Community Affairs - Matthew Provost• First Nations Student Association (FNSA) Treasurer - Kali Stierle
Meeting Length (Hrs)	1 hr
Reason	I met with Kali to propose an event idea that has been talked about for a couple years within the SFSS but had no follow through previously.
Summary and Outcome	We went over previous documents already made for this event. Considered various stakeholders, timelines, budget, community and student involvement, action items, etc.
Next Steps	<ul style="list-style-type: none">• Kali to do the initial outreach to community members

Meeting, Date	Council Meeting, 06.02.21.
Parties Attending	<ul style="list-style-type: none">• VP Events and Student Affairs - Jess Dela Cruz• President - Gabe Liosis• VP Internal and Organizational Development - Corbett Gildersleve• VP University and Academic Affairs - Serena Bains• VP External and Community Affairs - Matthew Provost• VP Equity and Sustainability - Marie Haddad• Majority of Non-Executive Councillors

Meeting Length (Hrs)	4 hrs
Reason	Scheduled bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Presentation from PCI Development ● Access for All Campaign <ul style="list-style-type: none"> ○ Motion carried that Council writes a statement in support of the Access for All Campaign, Be it further resolved that the SFSS drafts letters to the provincial government and SFU advocating for the demands outlined in the Access for All briefing note, Be it further resolved that Council strikes a working group of at minimum four Councillors to draft the aforementioned letters, Be it further resolved that the working group compile resources for international students, BIPOC students and students who have anxiety around the pandemic, Be it further resolved that the working group prioritizes international students and migrant students ○ Various Councillors were appointed to this working group ● Report from Events and Student Affairs Committee: <ul style="list-style-type: none"> ○ There was a resignation of a Councillor from the events committee, and as per the Council Policies, the Chair is required this vacancy to Council ● Administrative Assistant Hiring Committee Appointment <ul style="list-style-type: none"> ○ Be it resolved to appoint Akum Sidhu to the Administrative Assistant Hiring Committee ● Filing SFSS-GSS Shared Service Agreement <ul style="list-style-type: none"> ○ Be it resolved that Council approve the "SFSS-GSS Shared Service Agreement DRAFT"; ○ Be it further resolved to task the SFSS President Gabe Liosis and the VP Internal and Organizational Development Corbett Gildersleve to sign the agreement on the SFSS's behalf; ○ Be it further resolved that Council task the Governance Committee with codifying items listed in the agreement in policy and Standard Operating Procedures. ● Protests in Colombia <ul style="list-style-type: none"> ○ Be it resolved that Council strike a Colombian Solidarity Working Group to draft a statement on the ongoing Protests in Colombia, ○ Be it further resolved to appoint Serena Bains and Sara Aristizabal as Co-Chairs of the Colombian Solidarity Working Group, and that the Co-Chairs coordinate the membership of the Working Group, ○ Be it further resolved that this Working Group prioritize the voices of Colombian students at SFU, and that the Working Group actively invites Colombian students to participate in the Working Group, and actively consults with Colombian student groups before bringing a draft statement back to Council for approval. ● Nomination Committee Appointments <ul style="list-style-type: none"> ○ Be it resolved to appoint Matthew Provost and Tiffany Liu to the nominating committee for the 2021-2022 Council year ● Letter Grading System Reconsideration <ul style="list-style-type: none"> ○ Be it resolved that the SFSS endorse the petition titled "Adjustments to SFU's Transcript and Grading System", and amplify the ongoing efforts to raise awareness of the issue. ○ Be it further resolved that the SFSS Council work with students on the SFU Senate to move towards more common grading schemes such as those at other North American post-secondary institutions. ○ Be it further resolved that Council tasks the University and Academic Affairs Committee to engage in advocacy to bring awareness to these calls for changes to SFU's grading schemes ○ Be it further resolved to mandate the President, VP University and

	<p>Academic Affairs, and VP Equity & Sustainability to bring this topic as a discussion item at the next Joint Operations Group (JOG) Meeting</p> <ul style="list-style-type: none"> ○ Be it further resolved that SFU alumni who plan on pursuing post-grad education be given the opportunity to represent their academic results as letter grades or percentages. ○ Be it further resolved that present SFU students who wish to get their past grades updated with the new grading scheme may do so if they wish to. <ul style="list-style-type: none"> ● Equity and Sustainability Committee Appointment <ul style="list-style-type: none"> ○ Be it resolved that Council appoint VP University and Academic Affairs Serena Bains to the Equity and Sustainability Committee. ● Council Sweaters Discussion Item ● Amendment to FP 12.1 Space Expansion Fund - Corrections <ul style="list-style-type: none"> ○ Be it resolved that Council amend FP-12 Space Expansion Fund as presented ○
Next Steps	<ul style="list-style-type: none"> ● Follow up with PCI Development on questions ● Strike the various working groups

Meeting, Date	Daily Executive Check-In, 06.03.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● President - Gabe Liosis ● VP Internal and Organizational Development - Corbett Gildersleve ● VP University and Academic Affairs - Serena Bains ● VP External and Community Affairs - Matthew Provost ● VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	0.5 hrs
Reason	The Executive Committee meets Daily Monday-Friday to discuss what work/tasks we did yesterday, what we will be doing the day of, what we need support with, and clarify anything.
Summary and Outcome	See Next Steps.
Next Steps	<ul style="list-style-type: none"> ● June events - brainstorm and reachout to relevant folks ● Month in Review

Meeting, Date	Communications Hiring Committee, 06.03.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● Board Organizer - Ayesha Khan ● Member Services Coordinator - Nancy Mah ● Member Services Coordinator - Shelley Durante
Meeting Length (Hrs)	1 hr
Reason	The Hiring Committee needs to prep before we start interviewing candidates.
Summary and Outcome	<ul style="list-style-type: none"> ● Review Applicants ● Shortlist Applicants ● Set Up Interviews ● Determine follow up meetings

Next Steps	I will call successful applicants to set up interview dates and times.
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Meeting, Date	SFU Governance 101 Meeting with Rummana & Newly Execs Elect, 06.04.21.
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • President - Gabe Liosis • VP Internal and Organizational Development - Corbett Gildersleve • VP University and Academic Affairs - Serena Bains • VP External and Community Affairs - Matthew Provost • VP Equity and Sustainability - Marie Haddad • Erin Biddlecombe • Rummana Khan Hemani • Tracy
Meeting Length (Hrs)	1 hr
Reason	Introductory meeting with Rummana, her staff, and SFSS Execs
Summary and Outcome	We discussed Fall return to campus, VPESA to be looped into Events, and support for BIPOC folks on campus.
Next Steps	<ul style="list-style-type: none"> • Will try and meet monthly to be updated from SFU, raise concerns and questions from SFSS to SFU, and have transparency and accountability from both sides.

Meeting, Date	Daily Executive Check-In, 06.07.21.
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • President - Gabe Liosis • VP Internal and Organizational Development - Corbett Gildersleve • VP University and Academic Affairs - Serena Bains • VP External and Community Affairs - Matthew Provost • VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	0.5 hrs
Reason	The Executive Committee meets Daily Monday-Friday to discuss what work/tasks we did yesterday, what we will be doing the day of, what we need support with, and clarify anything.
Summary and Outcome	See Next Steps.
Next Steps	<ul style="list-style-type: none"> • Interviewing Communications Coordinator Positions • Work Reports Catch-Up

Meeting, Date	Communications Coordinator Interview, #1, 06.07.21.
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • Board Organizer - Ayesha Khan • Member Services Coordinator - Nancy Mah • Member Services Coordinator - Shelley Durante • Interviewee
Meeting Length (Hrs)	1 hr

Reason	Communications Coordinator Interview
Summary and Outcome	Confidential Information.
Next Steps	Continue interviews.

Meeting, Date	Communications Coordinator Interview, #2, 06.07.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● Board Organizer - Ayesha Khan ● Member Services Coordinator - Nancy Mah ● Member Services Coordinator - Shelley Durante ● Interviewee
Meeting Length (Hrs)	1 hr
Reason	Communications Coordinator Interview
Summary and Outcome	Confidential Information.
Next Steps	Continue interviews.

Meeting, Date	Daily Executive Check-In, 06.08.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● President - Gabe Liosis ● VP Internal and Organizational Development - Corbett Gildersleve ● VP University and Academic Affairs - Serena Bains ● VP External and Community Affairs - Matthew Provost ● VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	0.5 hrs
Reason	The Executive Committee meets Daily Monday-Friday to discuss what work/tasks we did yesterday, what we will be doing the day of, what we need support with, and clarify anything.
Summary and Outcome	See Next Steps.
Next Steps	<ul style="list-style-type: none"> ● Prep for Exec Meeting ● Catch up from last week's spillover tasks

Meeting, Date	Executive Committee Meeting, 06.08.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● President - Gabe Liosis ● VP Internal and Organizational Development - Corbett Gildersleve ● VP University and Academic Affairs - Serena Bains ● VP External and Community Affairs - Matthew Provost ● VP Equity and Sustainability - Marie Haddad ● SFSS Staff
Meeting Length (Hrs)	2 hrs
Reason	Scheduled bi-weekly meeting.

<p>Summary and Outcome</p>	<p>Out on Campus Assistant Hiring Committee Appointment</p> <ul style="list-style-type: none"> Be it resolved to appoint Marie Haddad and Serena Bains to the Out on Campus Assistant Hiring Committee <p>COVID-19 Staff Check In Survey and Recommendation</p> <ul style="list-style-type: none"> Be it resolved that the Executive Committee adopt the recommendations for a gradual return to work plan for SFSS staff as presented in the document titled "COVID-19 Staff Check In Survey & Recommendations". <p>Associate VP Events & Student Affairs Appointment</p> <ul style="list-style-type: none"> Be it resolved that the Executive Committee ratify the nomination of Akum Sidhu as Associate Vice-President Events & Student Affairs for the 2021-2022 term <p>Executive Officer SFU Coop Supervisory Structure</p> <ul style="list-style-type: none"> Be it resolved that the Oversight Committee on Executive Officers Chair, by and with advice of the members of the Oversight Committee on Executive Officers, act as the supervisor for the SFSS President if they wish to have their role recognized as a SFU coop, Be it further resolved that the Exec to task the Governance Committee to codify the coop supervisory structure into SFSS Policy. <p>Associate Vice-Presidents Work Reports</p> <ul style="list-style-type: none"> Be it resolved that the Executive Committee mandate Associate Vice-Presidents to complete and submit a work report no less than once every calendar month; Be it further resolved that the reports be reviewed and hours be tracked by the VP Finance and Services. <p>Appointing a second AVP University and Academic Affairs</p> <ul style="list-style-type: none"> Be it resolved that the Executive Committee ratify the nomination of Hanah Bazzi as Associate Vice-President University & Academic Affairs. <p>Delegated authority Corbett Gildersleve</p> <ul style="list-style-type: none"> Whereas the VP Internal and Organizational Development was given delegated authority to approve and sign materials on the VP Finance and Services behalf at the May 25, 2021 Executive Committee meeting; Be it resolved that the Executive Committee extend the delegated authority until June 21, 2021. <p>In-Camera - Hiring Committee(s) Updates & Questions</p>
<p>Next Steps</p>	<p>Hiring Committees to review applications. For myself, I will do onboarding with Akum and Gabe as they transition to AVP.</p>

<p>Meeting, Date</p>	<p>Daily Executive Check-In, 06.09.21.</p>
<p>Parties Attending</p>	<ul style="list-style-type: none"> VP Events and Student Affairs - Jess Dela Cruz President - Gabe Liosis VP Internal and Organizational Development - Corbett Gildersleve VP University and Academic Affairs - Serena Bains VP External and Community Affairs - Matthew Provost VP Equity and Sustainability - Marie Haddad
<p>Meeting Length (Hrs)</p>	<p>0.5 hrs</p>
<p>Reason</p>	<p>The Executive Committee meets Daily Monday-Friday to discuss what work/tasks we</p>

	did yesterday, what we will be doing the day of, what we need support with, and clarify anything.
Summary and Outcome	See Next Steps.
Next Steps	<ul style="list-style-type: none"> • Schedule 1 hour one-on-one with Akum and Gabe for AVP Onboarding • Spillover tasks

Meeting, Date	Staff Reports with Jess/Corbett, 06.09.21.
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • VP Internal and Organizational Development - Corbett Gildersleve
Meeting Length (Hrs)	0.5 hrs
Reason	The Executive Committee meets Daily Monday-Friday to discuss what work/tasks we did yesterday, what we will be doing the day of, what we need support with, and clarify anything.
Summary and Outcome	See Next Steps.
Next Steps	<ul style="list-style-type: none"> • Set up meeting with Ayesha to have approval over what we are requesting for the Staff Reports • Jess/Corbett to set up a scheduled meeting next week to finalize and clean up working Staff Reports document

Meeting, Date	Jess/Dipti Meeting, 06.09.21.
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • SFSS Member Services Coordinator - Events - Dipti Chavan
Meeting Length (Hrs)	1hr
Reason	I wanted to loop in Dipti with my ideas for June to celebrate Pride Month and honour National Indigenous History Month. I had questions regarding budget, Events and Student Affairs committee updates. Dipti wants to plan an event for Multicultural Day as well.
Summary and Outcome	
Next Steps	<ul style="list-style-type: none"> • Jess to reach out to SFU We Were Here We Were Queer and Indigenous Student Centre for event inquiries and if they would be willing to collaborate.

Meeting, Date	Council Development Session, 06.09.21.
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • President - Gabe Liosis • VP Internal and Organizational Development - Corbett Gildersleve • VP University and Academic Affairs - Serena Bains • VP External and Community Affairs - Matthew Provost • VP Equity and Sustainability - Marie Haddad • Most of Non-Executive Councillors • SFSS Staff • SFSS Communications Assistant - Julia Carneiro

Meeting Length (Hrs)	4 hrs
Reason	Scheduled Bi-Weekly
Summary and Outcome	SFSS Communications Assistant - Julia Carneiro, showed us SFSS social media logistics (IG, FB, TW, Websites. etc.) Each platform has their own style of posting; for example, Facebook has longer captions and is algorithm dependent. We also went over our website and email (has documents and news). And, we learned about website analytics and where our communications department could improve. We also had an activity where we all shared the same post on FB at the same time and how it changed analytics too and our own social media feed!
Next Steps	n/a

Meeting, Date	Daily Executive Check-In, 06.10.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● President - Gabe Liosis ● VP Internal and Organizational Development - Corbett Gildersleve ● VP University and Academic Affairs - Serena Bains ● VP External and Community Affairs - Matthew Provost ● VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	0.5 hrs
Reason	The Executive Committee meets Daily Monday-Friday to discuss what work/tasks we did yesterday, what we will be doing the day of, what we need support with, and clarify anything.
Summary and Outcome	See Next Steps.
Next Steps	<ul style="list-style-type: none"> ● Do May Month in Review ● Interview for Communications Coordinator ● Send and check-in with Indigenous Student Centre (ISC) for "Understanding Land Acknowledgements with Elder _____ " Event ● Schedule Gabe/Akum for onboarding

Meeting, Date	Communications Coordinator Interview, #3, 06.10.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● Board Organizer - Ayesha Khan ● Member Services Coordinator - Nancy Mah ● Member Services Coordinator - Shelley Durante ● Interviewee
Meeting Length (Hrs)	1 hr
Reason	Communications Coordinator Interview
Summary and Outcome	Confidential Information.
Next Steps	Continue interviews.

Meeting, Date	Daily Executive Check-In, 06.11.21.
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Parties Attending	<ul style="list-style-type: none"> VP Events and Student Affairs - Jess Dela Cruz President - Gabe Liosis VP Internal and Organizational Development - Corbett Gildersleve VP University and Academic Affairs - Serena Bains VP External and Community Affairs - Matthew Provost VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	0.5 hrs
Reason	The Executive Committee meets Daily Monday-Friday to discuss what work/tasks we did yesterday, what we will be doing the day of, what we need support with, and clarify anything.
Summary and Outcome	See Next Steps.
Next Steps	<ul style="list-style-type: none"> Spillover tasks from the week that was not completed.

Meeting, Date	SUB Opening Working Group, 06.11.21.
Parties Attending	<ul style="list-style-type: none"> VP Events and Student Affairs - Jess Dela Cruz President - Gabe Liosis VP Equity and Sustainability - Marie Haddad VP Internal and Organizational Development - Corbett Gildersleve SFSS Board Organizer - Ella Droko SFSS Building Manager - John Walsh SFSS Member Services Coordinator - Melanie Ling SFSS Board Organizer - Ayesha Khan SFSS Member Services Coordinator - Nancy Mah SFSS Out on Campus - Ashley Brooks SFSS Member Services Coordinator - Surrey - Shelley
Meeting Length (Hrs)	2 hrs
Reason	Scheduled bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> Introductions Establishing Community Guidelines Overview and Feedback of Building Coordinator Job Description Dividing Working Group into Sub-Categories <ul style="list-style-type: none"> Services Building Consultation Operations Events Advocacy Communications Covid-19 Safety Plan Room Bookings
Next Steps	<ul style="list-style-type: none"> Leads to call meetings of their Sub-Groups before next general SUB Opening Working Group plan

Meeting, Date	Arts Live Project, 06.11.21.
Parties Attending	<ul style="list-style-type: none"> VP Events and Student Affairs - Jess Dela Cruz VP University and Academic Affairs - Serena Bains

	<ul style="list-style-type: none"> • Michael Boucher • Laya Behbahani • Serena Bains
Meeting Length (Hrs)	0.5 hr
Reason	SFSS was brought in for consultation and possible involvement in an Arts Live Project
Summary and Outcome	SFSS addressed that while the idea of the project is good, we aren't ready yet to open our buildings for non-SFSS related events. We want to focus on giving the space to our SFSS Membership and prioritizing their needs as we have been remote for 1.5 years and that this is a new building for students. SFSS also wants to prioritize staff safety and comfortability.
Next Steps	<ul style="list-style-type: none"> • Laya to connect with SFSS late fall to revisit our stance in involvement within this project

Meeting, Date	Daily Executive Check In + Notion overview, 06.14.21
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • President - Gabe Liosis • VP Internal and Organizational Development - Corbett Gildersleve • VP University and Academic Affairs - Serena Bains • VP External and Community Affairs - Matthew Provost • VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	1 hr
Reason	The Executive Committee meets Daily Monday-Friday to discuss what work/tasks we did yesterday, what we will be doing the day of, what we need support with, and clarify anything.
Summary and Outcome	See Next Steps.
Next Steps	We took longer this time to look over the Notion (completed tasks, assigned tasks, on-going projects, etc.)

Meeting, Date	We Were Here We Were Queer Collaboration Event, 06.14.21.
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • We Were Here We Were Queer: Anita, Constantin, Alex, Simran
Meeting Length (Hrs)	1 hr
Reason	Collaboration event with We Were Here We Were Queer and SFSS Events
Summary and Outcome	I wanted to collaborate with We Were Here We Were Queer
Next Steps	<ul style="list-style-type: none"> • Finalizing bookstore gift cards • Sorting out Eventbrite/Google Form • Creation of community guidelines to be presented at the event and be included in the registration • Email send out and promo hard! • Inquire about Land Acknowledgement

Meeting, Date	Virtual Tour, 06.14.21
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • President - Gabe Liosis • VP Internal and Organizational Development - Corbett Gildersleve • SFSS Staff • SFU MECS Staff
Meeting Length (Hrs)	0.5 hrs
Reason	SFU Mecs wanted to show us a virtual tour that they've been working on.
Summary and Outcome	It looks like a minecraft server, it's interactive, and is designed to replicate the campus (facilities, services, space).
Next Steps	Will help with promo once the SFU MECS team reaches out to me if they need more student feedback.

Meeting, Date	Sexualized Violence External Event, 06.15-17.21.
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • Other Executives from other post-secondary student unions • BC MLAs • Folks from BC Ministry of Advanced Education and Skills Training
Meeting Length (Hrs)	2 hrs
Reason	Scheduled a three day event, but I hopped in and out of the event over the span of three days.
Summary and Outcome	To learn more ways to support sexual violence victims, how to improve our services for students, how to de-colonize the services we offer, and more.
Next Steps	To implement the feedback and guidance into any relevant Issues Policies (e.g. Sexual Violence and Survivor Support)

Meeting, Date	Dipt/Jess Catch-Up, 06.15.21.
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • SFSS Member Services Coordinator - Events - Dipti Chavan
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting.
Summary and Outcome	I clarified with Dipti any questions I had with budget, event logistics of both with the Poetry Night Event and Understanding Land Acknowledgements.
Next Steps	Continue communications with relevant clubs and staff.

Meeting, Date	Communications Coordinator Interview #4
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • Board Organizer - Ayesha Khan

	<ul style="list-style-type: none"> • Member Services Coordinator - Nancy Mah • Member Services Coordinator - Shelley Durante • Interviewee
Meeting Length (Hrs)	1 hr
Reason	Communications Coordinator Interview
Summary and Outcome	Confidential Information.
Next Steps	Finalize applicants.

Meeting, Date	Committee At-Large Organizing Session, 06.15.21
Parties Attending	<ul style="list-style-type: none"> • VP Events and Student Affairs - Jess Dela Cruz • President - Gabe Liosis • VP Internal and Organizational Development - Corbett Gildersleve • VP University and Academic Affairs - Serena Bains • VP External and Community Affairs - Matthew Provost • VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	1 hr
Reason	At-Large Members Committee forms have been released and we need to promote submissions.
Summary and Outcome	Need to organize and campaign for applicant submissions for At-Large Members for Committees.
Next Steps	Connecting with Julia, drafting a standardized template with graphics from Comms Department

Total Meeting Hours	29
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Projects and Events

Project/Event Title	IG Live with SFU Recreation, 06.03.21.
Updates and Upcoming Plans	n/a IG Live with SFU Recreation for a Quick Bites event! We made three easy res
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	3 hours (including prep time, meetings, buying ingredients, communications, event itself, and post-event communications)

Project/Event Title	SFU We Were Here We Were Queer Poetry Night
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Updates and Upcoming Plans	Event to take place on June 25th where we invite folks to share poetry, art (visual media), or song. This will also be the space where We Were Here We Were Queer will launch their zine that they have been working hard towards. This is also to celebrate Pride Month!
Relevant Strategic Priorities	Student Engagement Student Wellbeing
Total Time (Hrs)	3 hrs (meetings, email communications, reviews of material, promotion)

Project/Event Title	Understanding Land Acknowledgements with Elder _____
Updates and Upcoming Plans	Event needs to be confirmed. Working and waiting to hear back from Indigenous Student Centre if this is possible!
Relevant Strategic Priorities	Student Engagement Student Wellbeing
Total Time (Hrs)	2 hrs (meetings regarding this event, email communications)

Total Project and Events Hours	8
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Committee Chair Work

Committee Name	Events & Student Affairs Committee (ESAC)
# of Meetings	0
Total Time (Hrs)	2 hrs
Summary	First meeting has been struck. Preparation before the meeting is now what I've been doing.
Ongoing Projects	Call for Agenda Items, onboarding, receiving and viewing applications, communications with Councillors and Staff
Relevant Strategic Priorities:	Student Engagement

Committee Name	Member Services Advisory Committee (MSAC)
# of Meetings	0
Total Time (Hrs)	2 hrs
Summary	First meeting has been struck. Preparation before the meeting is now what I've been doing.
Ongoing Projects	Call for Agenda Items, onboarding, receiving and viewing applications, communications

	with Councillors and Staff
Relevant Strategic Priorities:	Student Engagement

Total Committee Hours	4 hrs
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Administrative Work

Summary	<p>Emails! So many emails! And a lot of back and forth texting with the Executive Committee throughout every day! And, calendar scheduling, etc.</p> <p>On average, I receive around 20 emails per day. I try and get back to them within 1-2 business days.</p>
Total Time (Hrs)	<p>~ 1 hrs per x 5 days = 5 + 5 (second week) = 10 .5 per x 2 weekend days = 1 hr + 1hr (second week) = 2 hr = ~ 12 hrs</p>

Total Admin Hours	12 hrs
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Total Work Hours	53 hrs
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VP Equity and Sustainability

Marie Haddad

Meeting Summary and Comments

Meeting, Date	Executive Notion Review June 1st 9:00-10:00 AM
Parties Attending	Marie, Matthew, Jess, Corbett, Serena, Gabe
Meeting Length (Hrs)	1 hr
Reason	Organize notion
Summary and Outcome	Shuffle through Notion and list out some project we need to be focusing on and putting in other actions, projects and actions for further doing
Next Steps	

Meeting, Date	CAM-C Hiring Committee June 1st 11:00-12:00 PM
Parties Attending	Marie, Nancy, Dipti, Matthew
Meeting Length (Hrs)	1 hr
Reason	Hiring committee for a Campaigns and Mobilization Coordinator
Summary and Outcome	<ul style="list-style-type: none">- Drafting Interview Questions- Discuss the process of interviews in terms of rounds - will be in two rounds- Collectively looking at candidate profiles
Next Steps	<ul style="list-style-type: none">- Discuss where we can vet out the Job Description to- Draft more Interview questions

Meeting, Date	SFU Climate Resilience Plan Action June 1st 1-3 pm
Parties Attending	Sustainability Office Staff, Marie, Serena
Meeting Length (Hrs)	2 hr
Reason	Identify potential impacts from various projected changes in climate across campus systems, discussed vulnerabilities, rated the impacts for risk, and began to generate actions to prepare for and minimize consequences. In 2021, staff are seeking broader perspectives on impacts and actions.
Summary and Outcome	<ul style="list-style-type: none">- Review of the process of the project so far in its phase 1 and two- Review relevant actions already suggested to combat the results of climate change- Brainstorm new actions, like taking a stance against TMX as it provides a large safety risk to campus and to also address Indigenous Sovereignty and Governance- Expressed that more student groups should be consulted regarding these documents

Next Steps	
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Meeting, Date	Steering Committee Meeting on Campus Safety Engagement - Student Preparation - revamping our document June 1st 4:00-7:00pm
Parties Attending	Marie
Meeting Length (Hrs)	3 hr
Reason	Prepare to discuss how SFU can improve their safety policy and practices in the SFU community
Summary and Outcome	<p>On the 31st we Discussed</p> <ul style="list-style-type: none"> - What the following meetings will include - The purpose of the steering committee from the students side - Actions we want to be taken in order for this work to be done in a good way - more transformative justice, abolition work, defunding and reinvesting into the community - Out concerns regarding the working group - Our concerns about the policies in place that get down on marginalized folks <p>From here I worked to organize the doc and include resources that could be mentioned in the meeting</p>
Next Steps	Give students a recap of the doc on the next day

Meeting, Date	Steering Committee Meeting on Campus Safety Engagement - Student Recap Preparation June 2nd 9:00-9:30 AM
Parties Attending	Few students form the Steering Committee Meeting on Campus Safety Engagement
Meeting Length (Hrs)	0.5 Hr
Reason	Prepare to discuss how SFU can improve their safety policy and practices in the SFU community
Summary and Outcome	Did a recap of discussion the other day and made sure folks felt confident
Next Steps	

Meeting, Date	Steering Committee Meeting on Campus Safety Engagement June 2nd 9:30-12:00 PM
Parties Attending	Serena Bains, Nav Purewall, Michelle Bested, Elodie Jacquet, Mark LaLonde, Ron Johnston, Gwen Bird, Nicole Ly, Mohamed Hefeeda, Tiara Cash, Marie Haddad, Soraya Elchehimi, Gabe Liosis, Araba, Martin Mroz, Andrea Ringrose, Laura Reid, Ebony Magnus, Sude Guvendik, Prodpran W, Hafsa Sadiq
Meeting Length (Hrs)	3 hr
Reason	To discuss how SFU can improve their safety policy and practices in the SFU community
Summary and Outcome	<ul style="list-style-type: none"> - What the following meetings will include - The purpose of the steering committee - Guiding principles for engagement

	<ul style="list-style-type: none"> - Safe spaces should also include the classroom and academics - Having anti-oppression training - Engagement in context: context, process and impact - Had a discussion about transparency and access to information - https://docs.google.com/document/d/1mz_JmG9jk3p0ExwsSu91jA8t4RWEtc_a7oluS2xNc4Dk/edit?fbclid=IwAR294xmfrurNiWGKEz-4pnTJKxFUzZK-O401XFEjGKKxjddlYvu_5hF7As8#heading=h.60cry1srbep - What would build trust for the group to continue?
Next Steps	Analysis of the policies once they are provided

Meeting, Date	Circular Economy Working Group Meeting June 2nd 1:00-2:30 PM
Parties Attending	Anita So, dana_beaton, Dave Townsend, grady_ott, Hamel Tailor, John Flipse, Laura Simonsen, Lily Li, Mark McLaughlin, Mat Cocuzzi, Maya Pidocke, Mike Devolin, Mireta Strandberg-Salmon, Nadia Springle, Simon Tse, Ted White, Todd Gattinger, Todd Mann
Meeting Length (Hrs)	1.5 Hr
Reason	Part of the larger sustainability plan at SFU
Summary and Outcome	<ul style="list-style-type: none"> - Discuss a circular economy method to hard to recycle furniture and material around campus and put into a craigslist style website for University usage - Advocated for more student involvement within the working group - Suggested that John, the SUB Building manager be adding to the working group
Next Steps	Follow up with Rita about student involvement

Meeting, Date	Council Meeting June 2nd 4:30-8:30 PM
Parties Attending	Council members, Abhi Parmar, Priyanka Dhesa, Guest (he/him/his)
Meeting Length (Hrs)	4 Hr
Reason	To discuss items to do with the SFSS and the SFU community at large
Summary and Outcome	<ul style="list-style-type: none"> - Presentation PCI development, 3555 Hastings Street - Access for All campaign - Report from the executive committee - Resignation from the events committee - LOA from VP Finance - Administrative assistant hiring committee appointment - SFSS - GSS shared services agreement - Protests in Colombia - Nomination committee appointment - Letter grading system reconsideration - Equity and sustainability committee appointment for VP UAA - Council sweaters - Corrections to the space expansion fund - https://docs.google.com/document/d/1GIU2nKusqNc30CtFpiaruZSBywzcthDqeeqcUThWNs/edit?usp=sharing
Next Steps	

Meeting, Date	Daily Exec check in June 3rd 9:00-9:30 AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 Hr
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	Inquiry Into Action Reading Group June 3rd 10:30-12:30 PM
Parties Attending	Thomas Leischner, Student Attendees, Marie
Meeting Length (Hrs)	2 Hr
Reason	Reading group series for developing a greater understanding of student power and practicing the skill sets needed to be an effective advocate for student needs within the Faculty of Science and SFU
Summary and Outcome	<ul style="list-style-type: none"> - Discussion regarding student unions, council structure - Recommendations on how I can implement more equity and social justice initiatives within Science DSU's or encourage folks to do so
Next Steps	Follow up with SUS

Meeting, Date	SFSS x BATUL Meeting - Training Planning June 3rd 2:00-3:00 PM
Parties Attending	Ayesha, Batul, Marie
Meeting Length (Hrs)	1 Hr
Reason	Workshops for Developmental Sessions for Council and staff training
Summary and Outcome	<ul style="list-style-type: none"> - Discussed two additional workshops for council developmental sessions and an an additional two workshops for sfss staff training - Discussed the background behind these workshops and what they're about - Discussed quote
Next Steps	

Meeting, Date	Free Palestine Working Group June 3rd 6:00-7:00 PM
Parties Attending	Gabe, Palestine Working Group Members
Meeting Length (Hrs)	1 Hr

Reason	Formulate statement, issues policies and further actions for Palestinian Liberation at the SFSS and SFU
Summary and Outcome	<ul style="list-style-type: none"> - Electing a Chair for the Working Group: Zaid - Establishing Community Guidelines, Purpose, and Timelines: Marie and Folks
Next Steps	Help formulate a statement for review

Meeting, Date	Daily Executive Committee Check-In, June 4th from 9:00AM - 9:30AM
Parties Attending	Serena Bains, Marie Haddad
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	SFSS x TSSU Introduction Meeting June 4th 10:00-11:00 AM
Parties Attending	Serena Bains, Marie Haddad, Jade Ho, Lea Hogan, Corbett Gildersleve, Mona Mehdizadeh
Meeting Length (Hrs)	1 Hr
Reason	To discuss initiatives TSSU is working on and possible areas for collaboration
Summary and Outcome	<ul style="list-style-type: none"> - Introduction - What TSSU does - In the middle of bargaining for RA's first ever collective agreement - SFU has been pushing back in many ways - The pandemic has shifted how folks connect with RA's - A lot of the undergrad RA's are not being paid, they're seen as volunteers - Want to have a collective agreement by November - The current collective agreement would expire in 2022, could start bargaining again in November - Could have TSSU present a development session to Council
Next Steps	<ul style="list-style-type: none"> - Support where needed and attend the next meeting

Meeting, Date	Consultation with Erin June 4th 11:00-12:00 PM
Parties Attending	Erin Biddlecombe, Marie
Meeting Length (Hrs)	1 Hr
Reason	Student involvement within the Safety Steering Committee

Summary and Outcome	<ul style="list-style-type: none"> - Clear description of the role and purpose of the Safety Steering Committee - Clarity over how the recommendations will be used - Discussion regarding student frustration with the group - Need for policies to be provided for the students for adequate involvement within the working group
Next Steps	

Meeting, Date	[TRAINING] HR & Personnel Sub-Committee June 4th 12:30-1:30 PM
Parties Attending	Corbett, Gabe, Ayesha, Marie
Meeting Length (Hrs)	1 Hr
Reason	Training for HR and Personnel Sub-Committee
Summary and Outcome	Ayesha and Gabe are prepared a 1 hour training session for folks who are members of the HRP Sub-Committee this year, going through the structure of the committee, what typically happens
Next Steps	Go through the presentation once more for familiarization and reach out to Gabe or Ayesha for further questions

Meeting, Date	Student Services x SFSS Welcome Meeting and Planning June 4th 2:30-4:00 PM
Parties Attending	Serena Bains, Rummana Khan Hemani, Tracey Mason-Innes, Erin Biddlecombe, Gabe Liosis, Trish Everett, Jess Dela Cruz, Emmanuela (Ella) Droko, Marie Haddad, Corbett Gildersleve, Matt Provost
Meeting Length (Hrs)	1.5 hours
Reason	To meet everyone and discuss our priorities for the year
Summary and Outcome	<ul style="list-style-type: none"> - Introductions to everyone and their roles - Having SFSS be involved in re-opening meetings - Going to have meetings soon about what will be delivered in the Fall and how? - Return to campus, what working groups are occurring and which ones can we be invited to? - Some courses will be offered online, especially those needed for graduation - What financial support will be provided to students? <ul style="list-style-type: none"> - Bursary program through SFU - This program includes barriers to part-time students though
Next Steps	

Meeting, Date	Daily Exec check in June 7th 9:00-9:30 AM
Parties Attending	Executive Committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support

Summary and Outcome	<ul style="list-style-type: none"> - Rate last week on a scale of 1-10 - One good thing you did on the weekend - One thing you're looking forward to this week
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	Anti-Oppression Dev Sessions Discussion June 7th 1:00-2:00 PM
Parties Attending	Board Organizer Ella Droko, Marie, Corbett
Meeting Length (Hrs)	1 Hr
Reason	Discuss Anti-O Sessions that are planned for training
Summary and Outcome	We discussed the different types of Anti-Oppression Developmental sessions that myself and Ella had researched individually to get everyone on the same page. We looked at costs and a potential scheduling for the summer term.
Next Steps	Had to follow up with Jess about certain workshops and do more outreach to facilitators

Meeting, Date	Free Palestine Working Group June 7th 5:00-8:00 PM
Parties Attending	Free Palestine Working Group Members
Meeting Length (Hrs)	3 Hr
Reason	Formulate statement, issues policies and further actions for Palestinian Liberation at the SFSS and SFU
Summary and Outcome	<ul style="list-style-type: none"> - Go over community guidelines and timeline - Discuss the statement purpose - Edit, add and finalize the statement - Put forth as a recommendation to council
Next Steps	

Meeting, Date	Daily Exec check in June 8th 9:00-9:30 AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	SFSS Executive Committee June 8th 10:00-12:00 PM
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Parties Attending	Executive Committee
Meeting Length (Hrs)	2 Hr
Reason	Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> • Motions <ul style="list-style-type: none"> ○ Appointed Marie and Serena to the Out on Campus Hiring Committee ○ Approved the Staff Gradual Return to Work Plan based off the COVID-19 Staff Check-In Survey and Recommendations ○ Ratified Akum Sidhu's nomination for Associate Vice-President Events & Student Affairs ○ Established Executive Officers' Co-Op supervisory structure ○ Mandated Associate Vice-Presidents to complete work reports ○ Ratified Hannah Bazzi's nomination for Associate Vice-President University & Academic Affairs ○ Extended delegated authority from VP Finance to VP Internal while Almas is on a Leave of Absence
Next Steps	Follow up with the OOC Hiring Committee

Meeting, Date	Inquiry into Action June 8th 1-2 PM
Parties Attending	Thomas Leischner, Student Attendees, Marie
Meeting Length (Hrs)	1 Hr
Reason	Reading group series for developing a greater understanding of student power and practicing the skill sets needed to be an effective advocate for student needs within the Faculty of Science and SFU
Summary and Outcome	Refuge and Struggle within the university - Discussed unions, if universities can wholeheartedly take up EDI Initiatives
Next Steps	

Meeting, Date	Meeting Re: Student Complaint - Inquiry & Health & Counselling June 8th 2:00-3:00 PM
Parties Attending	Tracey Mason-Innes, Marie Haddad, Student
Meeting Length (Hrs)	1 Hr
Reason	Follow up with Tracey regarding a complaint that was gaslight
Summary and Outcome	<ul style="list-style-type: none"> - Addressing concerns about reporting process at Health and Counselling - Encouraging Tracey to follow up with the complaint - Discussing modes of investigation
Next Steps	Set up a follow up meeting

Meeting, Date	SFU350 Climate Emergency Declaration Meeting June 9th 6:00-7:00 PM
Parties Attending	Serena Bains, Marie Haddad, WeiChun Kua

Meeting Length (Hrs)	1 Hr
Reason	To discuss the SFU climate emergency declaration open letter
Summary and Outcome	<ul style="list-style-type: none"> - Thoughts about the SFU climate emergency declaration open letter - Thoughts about the community reinvestment presentation - Being more tactful with wording to get more support - Potentially bringing this to the Board of Governors - Passing this as a motion to SFSS - Having a campaign for folks to sign onto the open letter, end of July beginning of August - Having a panel would be good regarding why they think SFU should pass this, why they support this - What kind of motions does the SFSS need to pass to support the campaign
Next Steps	Support SFU350 on their letter and surface around once out

Meeting, Date	Meeting with Student to go through SFSS Structure and Committee Information June 8th 7:30-8:30 PM
Parties Attending	Marie Haddad, Student
Meeting Length (Hrs)	1 Hr
Reason	Provide more information about committees and At-Large Representative positions
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the past SFSS system versus the present and new SFSS system - Discussed the bylaws that passed at the last AGM - Discussed how committees contribute to the Council - Discussed at-large position and any committees of interest to the student
Next Steps	

Meeting, Date	Daily Exec check in June 9th 9:00-9:30 AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	SFSS x Hillel Meeting Regarding Jewish Student Safety June 9th 10:00-11:00 AM
Parties Attending	Gabe, SFSS President; Marie, VP Equity/Sustainability; Gabriel, he/him, Exec President, Hillel SFU; Ayesha, SFSS Operations Organizer; Zaid, Councillor Rep Science; Katia, she/her, Queen Rabbi, Multifairth Centre; Hollis, they/them, Graduate Student, Hillel Secretary Treasurer; Esme, she/her, VP Hillel

Meeting Length (Hrs)	1 Hr
Reason	Address Jewish safety on campus and how we can make sure this is further captured in the Issues policies
Summary and Outcome	<p>a recap of the discussion:</p> <ul style="list-style-type: none"> ● A draft statement has been created, and is being approved by Council as we speak. Additionally, the working group will now be working on an Issues Policy. In this policy, we want to ensure it is being drafted in a way that ensures Jewish folk and Palestinians on campus are safe. ● We are all aligned that we need to center the safety of Jewish students, as well as that we are all in solidarity with the Palestinian people ● It was raised that there were some belief and imagery that treated Hillel and Jewish students as monolithic or that they are apologetic for the actions of the state of Israel, and we agreed that is harmful and take a stance against the co-opting of the movement ● We recognize that people have co-opted movements previously to put forth harmful imagery regarding Jewish folks, and we do not condone any form of anti-semitism; reflected in the Issues Policy, and anything else SFSS does related to this. ● Some concerns were brought forward about BDS, what is its scope, what criteria are we using - these are all topics of discussion that the working group will discuss as the Issues Policy is drafted ● SFSS is here to listen, we will be sharing this conversation with the working group ● Encouraged Hillel once more about joining the Free Palestine working group which is still open, however folks decided not to join over stances on BDS ● Due to this I will be in direct communication with Hollis the Treasurer of Hillel as they will act as a liaison
Next Steps	<ul style="list-style-type: none"> ● Take this recap to the working group to address and to be aware about ways we can ensure our stance and safety for Jewish folk ● Take this recap also to council for transparency

Meeting, Date	Circular Economy Working Group - Student Meeting June 9th 2:30-3:30 PM
Parties Attending	Nadia, Anita, Mireta
Meeting Length (Hrs)	1 Hr
Reason	
Summary and Outcome	<ol style="list-style-type: none"> 1. Training on circular economy innovations for the group 2. Lots of policies in the way, not being properly funded; we need to know the policies otherwise there's a power hierarchy <ul style="list-style-type: none"> - Go over them as a group at the next meeting - Be provided with links and information to level the playing field - Consider what needs to change (the policies weren't set up for a circular economy) 3. Education campaign in parallel to engage students in learning about the sharing economy 4. Bring up climate emergency declaration (letter from SFU350)
Next Steps	

Meeting, Date	Council: Development Session June 9th 4:30-6:00 PM
Parties Attending	Council members, Julia dos Santos Carneiro
Meeting Length (Hrs)	1.5 hours
Reason	To gain an understand of the communications team and the work that they do
Summary and Outcome	<ul style="list-style-type: none"> - Over ten social media pages - Facebook <ul style="list-style-type: none"> - 64% of Canada’s population uses Facebook - It is still the most famous social media in Canada - Algorithm encourages the use of images and videos - Over 12,000 followers - KPI increase conversions to website - To be known as an online hub of information about the SFSS - To promote and encourage student participation in events organized by SFSS and stakeholders - Instagram <ul style="list-style-type: none"> - The fastest growing social media platform in Canada - People-centric and photography platform - 3,000 followers - KPI interaction and engagement - People-centric photos and storytelling about the community - Twitter <ul style="list-style-type: none"> - 49.7% of Canada’s online population use it every - Doesn’t require image - Focus on real time news - Retweet other profiles - Use of hashtags - Be aware of local trends and respond accordingly - 2,005 followers - Social media analytics - Staying on brand <ul style="list-style-type: none"> - Objectives <ul style="list-style-type: none"> - Represent membership - Encourage engagement - Transparency and accountability - Persona <ul style="list-style-type: none"> - Ambassador - Leader - Role model - Supporter - Inspirational - Positive - Disclaimer: personal tone and message - Content types <ul style="list-style-type: none"> - Institutional - Engagement - News - Getting creative - Website and email
Next Steps	

Meeting, Date	Daily Exec check in June 10th 9:00-9:30 AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	CAM-C Hiring Committee June 10th 10:00-11:00 AM
Parties Attending	Nadia, Dipti, Matthew, Marie
Meeting Length (Hrs)	1 Hr
Reason	
Summary and Outcome	<ul style="list-style-type: none"> - Discussed further questions that we can use for interviews - Finalized interview candidates - Set up a timeline for when we should have interviews - Set up how the second interview will look like regarding the presentation and finalized interview questions
Next Steps	Finalize interview questions

Meeting, Date	Uyghur Solidarity Working Group June 10th 5:00-6:00 PM
Parties Attending	Members of the Uyghur Solidarity Working Group
Meeting Length (Hrs)	1 Hr
Reason	First Meeting, working group has been assigned to recommend statement and issue policies
Summary and Outcome	<p>Agenda:</p> <ul style="list-style-type: none"> o Elected a Chair (Helen Pahou) to lead the working group o Established community guidelines for the group o Established goals and timelines for the Working Group
Next Steps	Look at statement document and contribute where best

Meeting, Date	Daily Exec check in June 11th 9:00-9:30 AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support

Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	Climate Emergency Check In's - June 11th 10:00-11:00 AM
Parties Attending	Serena Bains, WeiChun Kua
Meeting Length (Hrs)	1 Hr
Reason	Draft motion + Planning outreach
Summary and Outcome	<ul style="list-style-type: none"> - Drafted a motion regarding the climate emergency declaration to Council
Next Steps	

Meeting, Date	HR & Personnel Sub-Committee June 11th 12:30-1:30 PM
Parties Attending	Members of the HR & Personnel Sub-Committee
Meeting Length (Hrs)	1 Hr
Reason	First Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Motions <ul style="list-style-type: none"> - Approved Draft Job Descriptions For: Accessibility Coordinator, Administrative Coordinator - Discussion Items <ul style="list-style-type: none"> - Discussed the Draft Job Description for the Building Coordinator position - Communications Policy for Constituency Groups with SFSS staff
Next Steps	

Meeting, Date	SUB Opening Working Group June 11th 2:00-4:25 PM
Parties Attending	Members of the SUB Opening Working Group
Meeting Length (Hrs)	2.25
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Powerpoint slides from the meeting: <ul style="list-style-type: none"> - https://docs.google.com/presentation/d/15qE1HoKnz9L7svAyjzKe565AUql60BygUKMZ8tuyHk/edit?usp=sharing - Agenda Items: <ul style="list-style-type: none"> - Establishing Community Guidelines - Feedback and suggestions for the Building Coordinator Job Description - Dividing the SUB Opening Working Group into Subgroups
Next Steps	<ul style="list-style-type: none"> - Initiate Sub-Group meetings

Meeting, Date	Women Center and Out on Campus Collective Governance, June 11
Parties Attending	Gabe Liosis, Marie Haddad, Corbett Gildersleve
Meeting Length (Hrs)	1 hour
Reason	Review and Next Steps
Summary and Outcome	We met to review work that Gabe and Corbett had done in the previous term around helping WC Collective and OOC Collectives be more organized around our bylaws
Next Steps	We'll meet later next week to go into more about the two group and their governance systems

Meeting, Date	SOCA Meeting June 11th 5:00-7:00 PM
Parties Attending	Yasmin M, Tiara C, Balqees J, Araba (non-voting), Travis F, Marie H, Fegor O, Giovanni H, Flourish A, Denise S, Issac M, Monique L, Khalid A, Takudzwa M, Tricia K Williams (Black Counsellor at SFU Health & Counselling), Emmanuela Droko (non-voting)
Meeting Length (Hrs)	2 hr
Reason	Scheduled meeting
Summary and Outcome	<ul style="list-style-type: none"> ● SFPIRG Transformative Justice Summer School ● Holistic Wellness Plan for Black Students at SFU ● SFU Personal Safety Committee Meeting - Concerns and Requests ● EMBARK Gardening Plots for SOCA Students ● Afro Caribbean Zoom Fete (Party)
Next Steps	

Meeting, Date	Training Check-In July 14th 10:00-10:30 AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	1 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support - Going through the notion
Next Steps	<ul style="list-style-type: none"> - Do action items and meetings for the day

Meeting, Date	Meeting with CAL and Fall 2021 Plan July 14th 11:00-12:00 PM
Parties Attending	Serena Bains, Marie Haddad, Mitchell Stoddard, Martin Mroz

Meeting Length (Hrs)	1 Hr
Reason	To discuss how CAL, HCS and SFSS can support students with the return to campus
Summary and Outcome	<ul style="list-style-type: none"> - Want actionable items going forward - Heard accommodations of all kinds going through the CAL <ul style="list-style-type: none"> - Not true <ul style="list-style-type: none"> - However accommodations will go through the centre specifically for disabled folks - which is no different than before <ul style="list-style-type: none"> - If there are instances of discrimination, this is the only time accommodations are granted and otherwise - there are adjustments - Folks with no disabilities are not being accommodated <ul style="list-style-type: none"> - Folks who don't have "verification" of their disability are not entitled to protection - ONLY if they are established - Interim accommodations <ul style="list-style-type: none"> - They've been trying to lower the requirements in terms of documentation <ul style="list-style-type: none"> - Lessens burden on HCS and student - What we are trying to understand is folks who access CAL for the first time and their experience <ul style="list-style-type: none"> - Lots of folks have said they've been experiencing depression and anxiety <ul style="list-style-type: none"> - Accommodation <ul style="list-style-type: none"> - The process <ul style="list-style-type: none"> - The lessening is in the interpretation of how they deal with documentation - There has been 2 options <ul style="list-style-type: none"> - Using the forms - questions, info needed - Alternative: doctor would have written a report, doc doesn't need to provide the form if it consists of the same material information <ul style="list-style-type: none"> - Nature of the information that is needed - Reasoning: don't need an extensive material of "disclosure" or familial disclosure - Lessening the threshold <ul style="list-style-type: none"> - Looking at the totality of information - "No way to tell you this is what is sufficient" - Ask FA is there's a way we can create a system where "adjustments" can be provided - How cal and SFSS can work together - clear and concise information they can follow and what to expect

	<ul style="list-style-type: none"> - What adjustments and accommodations that can help - CAL asking for help with this <ul style="list-style-type: none"> - Flow chart of CAL's website - need for simplification - He doesn't understand the barrier - Would be helpful to know the barrier
Next Steps	Set up another meeting, provide suggestions for the CAL website

Meeting, Date	Contract Worker Justice meeting, June 14th from 1:00PM - 2:00PM
Parties Attending	Serena Bains, Jade, Fipe Wong, Brenna Bhandar, John Calvert, Bridget Barker, Carissa Taylor, Catherine Dube, Fiona Lenfesty, Gabriela Doebeli, Janani, Lillian Deeb, Marie Haddad, Mike Archibald, Mitch, Nouha Ishaq, Thomas Leischner
Meeting Length (Hrs)	1 hour
Reason	To discuss what's happening in the campaign and where SFSS can help
Summary and Outcome	<ul style="list-style-type: none"> - Filed a FOI request to obtain a copy of the contracts - Went over the shared principles and demands - Diamond centre will be closed until 2023 - Many employees will be without work because of this closure - Compass group contract <ul style="list-style-type: none"> - Prestigious, but doesn't make any money - Have a short term contract that expires in October - May be interesting to know if there are fees about no longer having catering - Went over July townhall details, confirming speakers for the panel - Company has not reached out to the workers yet regarding the renovations to the Diamond centre - Considering doing research, writing projects, having a website, and further projects for the Fall
Next Steps	<ul style="list-style-type: none"> - Attend next meeting

Meeting, Date	Climate resilience plan debrief, June 14th from 2:30PM - 3:30PM
Parties Attending	Serena Bains, Ella Droko, Marie Haddad
Meeting Length (Hrs)	1 hour
Reason	To discuss the climate resilience plan and how we can organize to improve it
Summary and Outcome	<ul style="list-style-type: none"> - Concerns about the SFU climate resilience plan - Claims that advisory role is fine, but students need decision making power - Picking white folk over marginalized communities when the climate crisis disproportionately impacts marginalized communities - Many folks have reached out to her, if she doesn't take our word then we have to take some further action - There's so many problems with the climate resilience plan as it protects the status quo - SFU 350 has a list of things that are wrong with the plan - They claim the plan is a living plan, but they are refusing to make changes - What is your plan to integrate feedback into the plan? - There needs to be a safety working group that prioritizes Indigneous peoples - President's statement on transmountain pipeline and fire hall on mountain:

	<ul style="list-style-type: none"> - https://www.sfu.ca/pres/the-president/statements/2021/president-s-statement-on-transmountain-expansion-project-and-sup.html - If there was a fire we wouldn't have been able to leave the mountain in time
Next Steps	- Marie is having a one-on-one meeting with Rita, Marie will invite me

Meeting, Date	Meeting with Independent Jews Vancouver June 14th 5:00-6:00 PM
Parties Attending	SFSS: Gabe Liosis (President), Marie Haddad (VP Equity), Zaid Lari (Science Councillor), IJV: Paul, Sid
Meeting Length (Hrs)	1 Hr
Reason	Chat about recent motion passed re: Palestinian Liberation Motion
Summary and Outcome	<ul style="list-style-type: none"> - We talked about: <ul style="list-style-type: none"> - Our motion passed and work done up to this point - They gave us many suggestions on how to advocate for BDS going forward
Next Steps	

Meeting, Date	Free Palestine Working Group June 14th 6:00-7:30 PM
Parties Attending	Free Palestine Working Group, Sid (IJV), Paul (IJV), Gabe
Meeting Length (Hrs)	1.5 Hr
Reason	Scheduled meeting
Summary and Outcome	<ul style="list-style-type: none"> - Introductions - Revisiting community guidelines - Discussed timeline for the working group with putting for issues policies recommendations - Talked about future teach-ins and workshops
Next Steps	

Meeting, Date	Daily Executive Committee Check-In, June 15th from 9:00AM - 9:30AM
Parties Attending	Executive committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what everyone has planned for the day and where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Asking how everyone's day went yesterday - What do folks have planned for today - Any areas where folks need support
Next Steps	- Do action items and meetings for the day

Meeting, Date	Committee At-Large Organizing Session June 15th 4:30-5:30 PM
Parties Attending	Executive committee members
Meeting Length (Hrs)	1 Hr
Reason	To ask folks to apply for the at-large positions for committees
Summary and Outcome	<ul style="list-style-type: none"> ● Messaging folks to apply for committees ● What does the SFSS need to do for at-large openings? <ul style="list-style-type: none"> ○ Corbett will ask Julia to make posts that we can easily share ● Jess will post on SFU Undergrads and SFU Progressives ● Certain committees have designated seats, have to reach out to the groups that the seats are designated for ● What do we need Julia to do? (Corbett to submit WO to Julia) <ul style="list-style-type: none"> ○ Social media shareable posts, if this hasn't already been done. ○ FB, IG, Twitter ○ Post this at 12pm (noon), share from like 1pm-3pm on Thursday. ● Organizing: <ul style="list-style-type: none"> ○ Share in with groups, channels, discords ○ What do we ask them to do: <ul style="list-style-type: none"> ■ Hey! Any of these Committees catch your eye? ■ I think you'd be good for z y x ■ Do you know anyone who'd be solid for anyone of these? ■ Be open to hopping on a call with them ■ Let them know what the duties of Committees are. ● What we are asking Councillors to do: <ul style="list-style-type: none"> ○ Meeting: <ul style="list-style-type: none"> ■ Gabe: general announcement, what actions we are asking them to do: <ul style="list-style-type: none"> ● send them to their DSU members, ● share the main posts to your social media accounts, ● reach out to 5-10 people. ○ Discord & Email ○ Follow up with your assigned Councillors that they did what we asked
Next Steps	Reach out to clubs and student unions, do an intro meeting for these groups for at-large positions

Total Meeting Hours	58.75
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Committee Chair Work

Committee Name	BIPOC Committee
# of Meetings	1 - June 10th 3:00-4:00 PM with Matthew 2 - June 11th 8:00-8:25 PM with myself
Total Time (Hrs)	1.25 hr

Summary	<ul style="list-style-type: none"> - Prepared the first meeting - Agenda (Intro, What folks are up to, what folks want to do, what has been done in the past) - Finalized At-Large Questions for SFSS Website - Sent Emails to relevant constituency groups regarding at-large seats open
Ongoing Projects	
Relevant Strategic Priorities:	

Committee Name	Equity and Sustainability Committee
# of Meetings	1 - June 10th 4:00-5:00 PM 2 - June 11th 8:25-8:50 PM with myself
Total Time (Hrs)	1.25 hr
Summary	<ul style="list-style-type: none"> - Prepared the first meeting - Agenda (Intro, What folks are up to, what folks want to do, what has been done in the past) - Finalized At-Large Questions for SFSS Website - Sent Emails to relevant constituency groups regarding at-large seats open
Ongoing Projects	
Relevant Strategic Priorities:	

Committee Name	SUB Working Group - Consultations Sub-Group Preparation
# of Meetings	
Total Time (Hrs)	0.5 hr
Summary	<ul style="list-style-type: none"> - Sent email for first meeting - Prepared discussion topics for the first meeting regarding how the consultation process should go
Ongoing Projects	
Relevant Strategic Priorities:	

Committee Name	SUB Working Group - Advocacy Sub-Group Preparation
# of Meetings	
Total Time (Hrs)	0.5 hr
Summary	<ul style="list-style-type: none"> - Sent email for first meeting - Prepared discussion topics regarding consulting student-activists that pioneered to be in the SUB, how we can centre the opening around advocacy
Ongoing Projects	SUB-Activism Project (Continued project from WeiChun and Jennifer)
Relevant Strategic	

Priorities:	
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Total Committee Hours	3.5 Hr
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Administrative Work

Summary	<p>Emails, work reports, Notion items, questions/conversation regarding committees/meetings/governance structure with the executive team, Palestine statement Building, Editing email response to safety steering committee being postponed, Looking through applications for OOC/WC/CAM-C Hiring committees, Reading council or executive meeting documents, Preparing document and resources for Campus Safety engagement committee for students, Doing reading for inquiry into action, Discussing with Corbett how to address quotes for workshops, Prepare community guideline structure for working group meetings, Preparing a spreadsheet document for future workshop training, Preparing/ writing email response for meeting regarding a student complaint with health and counselling, Reading SFU 350 Climate Urgency Declaration, Doing further research/ reading books on Palestinian Liberation Movement</p>
Total Time (Hrs)	<p>June 1st - 2. hours June 2nd - 2 hours June 3rd - 3. hours June 5th - 3 hours June 6th - 3.5 hours June 7th - 1.5 hours June 8th - 3 hours June 9th - 1 hours June 10th - 3 hours June 11th - 1. hour June 12th - 2 hour June 14th - 3 hours June 15th - 6 hours</p>

Total Admin Hours	34 Hr
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Total Work Hours	96.25 Hr
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