

2020-2021



**simon fraser**  
**student society**

# AT-LARGE REP'S EXIT REPORT

---

Phum Luckkid

Simon Fraser Student Society



## Executive Summary

Hello, my name is Phum and I am an At-Large representative.

Throughout the entirety of my board term, I have focused my work on improving clubs and student unions. I have done this through improving financial policies making sure that clubs and student unions get adequate funding for events; I have also sponsored club events through collaborations through SFSS events committee, additionally, I work with Members Services Coordinators to make sure that the changes they make are in accordance with the desires of club and DSU execs.

Clubs & Student Unions: As my board term was during COVID-19, clubs and student unions had excess amounts of funding to work with. Because of this, very few clubs had difficulties throughout this year in dealing with SFSS members services. When beginning my board term I shifted my focus from making sure clubs had adequate funding to getting all policy and systems-based changes ready for when in-person events resume.



## Overview

### Role Breakdown

I sat on the following committees:

- Events Committee
- Accessibility Committee
- Members Services Advisory Committee (chair)
- Finance & Administrative Services Committee
- Faculty and At-Large Representatives Members Committee

Additionally I sat on the following working groups:

- Emergency Response Working Group
- Mental Wellness Working Group

### Challenges

I was privileged to experience very few difficulties with doing the job itself. The board, the staff, and students have all been extremely supportive of my work. Most challenges that I faced were due to the stress of the job and lack of motivation. However, thanks to the positive feedback I received from students and staff I was able to overcome these obstacles and finish my work.

### Learning Experiences

Having exclusively worked within SFSS Members Services, I now have a deep understanding of how SFSS clubs and student unions operate.



## Projects and Initiatives

The following are completed projects from Summer 2020 (read the summer report for more details):

- SFSS Cultural Video
- Member Services Advisory Committee
- SFSS x Peak Frequency Virtual Concert
- Gamefest (SFSS x SFU Esports x SFU Anime) Collaboration
- SFU Student Clubs & Groups
- Core Funding for Clubs (Petty Cash)
- Core Funding Donations for DSU's
- Member Resources Project

The following are completed projects from Fall 2020 (read the fall report for more details):

- Greek Life Organizations
- SFSS Clubs/Student Union Focus Groups
- Core Funding Sliding Scale


The following were completed in Fall 2020 but were not talked about in the fall report.

These will be talked about during this report

- Club Constitutions
- Petty Cash Adjustments
- FCAT President's Meeting

## Petty Cash Adjustments

Summary: Petty cash is a type of funding where clubs get to spend a certain amount of money per semester on whatever they wish to buy without the need of prior approval via a grant. Previously the limit was \$20 which was not enough to buy anything meaningful (other than snacks, pencils or plastic utensils).



Results: This limit has been increased to \$100. This limit resets semesterly giving clubs \$300 of funding to do what they wish. This has been used to great effect during this semester as clubs have used it to reimburse last-minute funding decisions.

## FCAT Presidents Meeting

Summary: This was a project started by the FCAT rep, it is a monthly meeting featuring all presidents from every FCAT DSU.

Results: There were about 2 meetings during the fall semester but no meetings during the spring semester

## Club Constitutions

Summary: Clubs now have the ability to create their own constitutions. A constitution is a document in which the rules of the club (how exec hiring works, how to elect a president, the different roles each exec fulfills etc.) are written. The ability for clubs to create a constitution was approved by the governance committee and then by the board.

Results: Few clubs have created a constitution, I do not believe they know that they can do this. Even if they do, they may not be motivated to give their document to the SFSS.

## Clubs Terms of Reference

Summary: The SFSS Clubs Terms of Reference is the rules that all clubs must abide by. It contains everything from what a club is to the policies that clubs have to abide by in order to be legitimate as well as the punishments from SFSS. It is a pretty comprehensive document that has been updated several times during this semester.

Results: The SFSS Clubs Terms of Reference has been uploaded on the website. It continues to be updated through MSAC.



## Club Funding Guidelines

Summary: The Funding Guidelines are the rules the SFSS has in place on grants (what is allowed, what will be reimbursed, what wont) and member-facing finance (club bank accounts, core funding, petty cash). The coordinators did not want to upload this document as they felt the funding system (and various limits) should be flexible, however, as the SFSS is moving towards transparency they decided to upload these to the website.

Results: The Club Funding guidelines can be found on the SFSS website.

## Mental Health Conference

Summary: This was a club collaboration between the SFSS Events Committee and UNICEF SFU + SFU Pursuit of Happiness (a mental wellness club). This event featured mental health speakers from mental health organizations, guided meditation, and fun activities conducted online through zoom.

Results: As a project lead I attended both exec meetings and events committee meetings. I answered their questions regarding the project and submitted the briefing note and motion. The event had amazing turnout (50+) attendees and raised several hundred dollars for UNICEF.

## Events Terms of Reference

Summary: This project was started by John Tseng (Member Services Coordinator – Generalist). This document outlined the terms that all club events must abide by in order to be approved by the SFSS (similar to Club Funding and Clubs Terms of Reference).

Results: After some revisions by the board and Governance committee this document has been uploaded to the SFSS website.



## Vice President Research & International Search Committee

Summary: I was invited to be a part of SFU's VPRI search committee to find the next VPRI of SFU. I sat on this committee along with a representative from the Graduate Student Society and several professors and deans of SFU.

Results: I attended several meetings spanning two semesters. We were able to recommend a VPRI candidate to be confirmed by the SFU Board of Governors

## Recommendations

As a chair of MSAC, you are the intermediary between SFSS staff and club/DSU executives. The decisions made at MSAC I feel are extremely important to clubs and to student engagement in general, thus, each decision must be informed by opinions both internal and external. Your job is to listen to the desires of club/DSU executives and make those desires real through policy changes. You cannot listen to only a select few clubs and assume that their experience is representative of the student body, please ask as many people from different clubs as you can before making a change. In creating a policy change it is also important to listen to the rationale of the coordinators. The coordinators have the best interests of clubs in mind, however, they bring an aspect of practicality and realism to the conversation, thus, you may have to temper your expectations in order to find a middle-ground. Also, you will see the coordinators a lot – please try to befriend them, they seem scary but are actually quite nice.

## Positional How-Tos

If anybody else aspires to work with clubs and SFSS members services policies, I recommend getting a solid understanding of the grant/room-booking system. To do this, I recommend having been a club executive (especially either treasurer or president position). If this is impossible, seek an advisor who is in or has been in one of those positions. You could also read guidelines published on sfss.ca under Clubs 101. I also highly recommend networking with club executives. At the beginning of my board term I held a town hall with many club executives to discuss what they would like to change about SFSS grant funding. I recommend others to do the same.



## Final Thoughts

I ran for this position in order to accomplish my campaign goals. I have accomplished every single one of my campaign goals. I am happy that I was able to make the student experience better especially for clubs and student unions. I hope that clubs continue to have a voice in the SFSS in the new board of directors and through MSAC.