

SFSS EXECUTIVE COMMITTEE WORK REPORTS

This report reflects the Board work from
1st July, 2021 to 15th July, 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)	- 10 x 30 minute sessions TOTAL = 5.0
Reason	The Executive Committee has Check-Ins every morning at 9am to discuss actions items and to-dos for the day.
Summary and Outcome	- Changes day-to-day
Next Steps	- Changes day-to-day

Meeting, Date	Student Union Building (SUB) Opening Working Group, 07-01-2021
Parties Attending	Gabe Liosis (President), Corbett Gildersleve (VP Internal), Marie Haddad (VP Equity), Jess Dela Cruz (VP Events), Akum Sidhu (AVP Events), Ella Droko (Board Organizer) Ayesha Khan (Operations Organizer), John Walsh (Building Manager), Shelley Durante (MSC - Surrey), Melanie Lang and Nancy Mah (MSC-Clubs)
Meeting Length (Hrs)	2.0
Reason	Regularly Scheduled Meeting
Summary and Outcome	Agenda <ul style="list-style-type: none"> ● Overview of the Prior Meeting ● Each Mini-Group presented what ideas they had brainstormed over the prior three weeks, and other members of the group had an opportunity to ask questions and comments.
Next Steps	<ul style="list-style-type: none"> ● Schedule a meeting with mini-groups leads to develop the actual draft SUB Opening Plan

Meeting, Date	Chat with Chantelle Spicer, 07-04-2021
Parties Attending	Gabe Liosis, Chantelle Spicer
Meeting Length (Hrs)	0.5
Reason	Discuss the Defund604/SFSS event happening on July 5th

Summary and Outcome	<ul style="list-style-type: none"> ● Chantelle and I met to prepare for what we were going to talk about and what the event was going to look like between SFSS and Defund604 happening on July 5
Next Steps	

Meeting, Date	Communications Coordinator Onboarding, 07-05-2021
Parties Attending	Gabe Liosis (President), Ilham Benttahir (Communications Coordinator)
Meeting Length (Hrs)	1.0
Reason	Onboarding the new SFSS Communications Coordinator
Summary and Outcome	<ul style="list-style-type: none"> ● Topics discussed: <ul style="list-style-type: none"> ○ Introductions ○ Overview of Onboarding Session ○ Organizational Overview ○ Student Union Building and Return to Work Plan ○ Overview of the Position
Next Steps	<ul style="list-style-type: none"> ● Send Ilham the SFSS Organizational Charts

Meeting, Date	JOG Agenda Setting Meeting, 07-05-2021
Parties Attending	Gabe Liosis (SFSS President), Tracey Mason-Innes (Ex. Dr. Student Affairs)
Meeting Length (Hrs)	0.5
Reason	Set the agenda for the upcoming Joint Operations Group (JOG) Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Items put forward for the upcoming JOG meeting <ul style="list-style-type: none"> ○ Questions regarding the fall return to campus ○ Concerns regarding the safety steering committee
Next Steps	N/A

Meeting, Date	Defund604 + SFSS Event, 07-05-2021
Parties Attending	Gabe Liosis, Chantelle Spicer, various SFU community organizers
Meeting Length (Hrs)	1.0
Reason	Discuss safety and policing on campus
Summary and Outcome	<ul style="list-style-type: none"> ● Brought together various student organizations on campus to talk about safety on campus

	<ul style="list-style-type: none"> ● Chantelle discussed the work of Defund604 ● I discussed the work the SFSS is doing on SFU's Steering Committee on Personal Safety
Next Steps	N/A

Meeting, Date	Executive Committee, 07-06-2021
Parties Attending	Members of the Executive Committee
Meeting Length (Hrs)	2.25
Reason	Regularly Scheduled Biweekly Executive Committee Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Reports + Presentations <ul style="list-style-type: none"> ○ Report from the HR & Personnel Sub-Committee ○ Presentation from TransLink on Scott Road Rapidbus ● Motions <ul style="list-style-type: none"> ○ Appointed Corbett Gildersleve and Ella Droko to the Administrative Coordinator Hiring Committee ○ Appointed Corbett Gildersleve as Acting Staff Liaison Officer while I am on a leave of absence ○ Appointed Ayesha Khan as an alternate employer representative on the building coordinator hiring committee ● Discussion Items <ul style="list-style-type: none"> ○ Hiring Committee Updates ○ Emergency Action Plan Feedback ○ SUB Access Guidelines ○ Staff Training Budget Increase ○ Update on Strategic Planning
Next Steps	

Meeting, Date	Discussion about Member Services Administrative Assistant (MSAA) duties, 07-06-2021
Parties Attending	Gabe Liosis, Ayesha Khan, Corbett Gildersleve, John Walsh, Nancy Mah, Melanie Ling
Meeting Length (Hrs)	0.5
Reason	Review the MSAA job description and duties
Summary and Outcome	<ul style="list-style-type: none"> ● We reviewed the MSAA job descriptions and determined what duties would remain duties of the MSAA's, and what would fall under the duties of the new Building Assistant positions that we are creating
Next Steps	

Meeting, Date	Public Health Orders Chat
Parties Attending	Gabe Liosis, Ayesha Khan, John Walsh
Meeting Length (Hrs)	0.25
Reason	Discuss the change in Public Health Orders in advance of an upcoming Joint Health and Safety (JHSC) meeting
Summary and Outcome	<ul style="list-style-type: none"> ● We convened to discuss the recent and big changes in PHO orders, and the implications it would have on our existing COVID-19 safety plan. And what changes will need to be proposed at JHSC
Next Steps	<ul style="list-style-type: none"> ● Bring proposed changes to JHSC

Meeting, Date	Gabe / Ella Check-In, 07-06-2021
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	
Next Steps	

Meeting, Date	Associate Vice-President University & Academic Affairs Onboarding Session, 07-07-2021
Parties Attending	Gabe Liosis, Serena Bains, Priyanka Dhesa, Hanah Bazzi
Meeting Length (Hrs)	1.0
Reason	Onboarding session for Serena's new AVP UAA, Hanah Bazzi
Summary and Outcome	<p>Topics Discussed:</p> <ul style="list-style-type: none"> ● Overview of VP UAA position ● Overview of AVP roles ● Overview of SFU structure, organizational chart, and bureaucracy ● Working Relationship between a SFSS VP and an AVP
Next Steps	

Meeting, Date	Equity Audit - Consultation Meeting, 07-07-2021
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Parties Attending	Gabe Liosis, Corbett Gildersleve, Jess Dela Cruz
Meeting Length (Hrs)	0.5
Reason	Possible routes for SFSS to choose when it comes to doing an internal equity audit
Summary and Outcome	<ul style="list-style-type: none"> ● Amal led us through a discussion on what an internal equity audit of the SFSS could look like. This includes things like a staff survey and student membership survey, and using this information to change our policies accordingly.
Next Steps	N/A

Meeting, Date	Council Development Session, 07-07-2021
Parties Attending	Members of Council
Meeting Length (Hrs)	4.0
Reason	Regularly Scheduled Biweekly Development Session
Summary and Outcome	<ul style="list-style-type: none"> ● Development session includes two parts: <ul style="list-style-type: none"> ○ (1) Session from IJV on Israeli Occupation of Palestine ○ (2) Campaigning and organizing from Batul
Next Steps	N/A

Meeting, Date	Creating the SUB Opening Plan, 07-08-2021
Parties Attending	Gabe Liosis, Corbett Gildersleve, Jess Dela Cruz, Marie Haddad, Ayesha Khan, John Walsh, Ella Droko
Meeting Length (Hrs)	1.5
Reason	Creating the SUB Opening Plan draft document
Summary and Outcome	<ul style="list-style-type: none"> ● The leads of each main-group within the SUB Opening Working group got together in this meeting to put together the draft SUB Opening Plan. This included collating all of the ideas and brainstorming done by each mini group and putting it onto a powerpoint for distribution.
Next Steps	N/A

Meeting, Date	Gabe / Ayesha Check-In, 07-08-2021
Parties Attending	Gabe Liosis (President), Ayesha Khan (Operations Organizer), 06-24-2021

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	Topics Discussed: <ul style="list-style-type: none"> ● Communications Coordinator Onboarding ● PRCAC Onboarding ● JHSC ● SUB Opening ● Staff Retreat and funding reallocation ● Callout for staff to receive mental health first aid training ● Building Coordinator hiring progress ● Proposed IT Coordinator position
Next Steps	

Meeting, Date	In-Person Event Guidelines Discussion, 07-08-2021
Parties Attending	Gabe Liosis, Jess Dela Cruz, Matt Provost, Melanie Ling, Dipti Chavan, Nancy Mah
Meeting Length (Hrs)	1.0
Reason	Discuss the creation of guidelines for in-person events during COVID-19
Summary and Outcome	<ul style="list-style-type: none"> ● The group brainstormed and began creating a Guidelines document to provide to clubs, student unions and constituency groups who wish to begin holding in-person events this semester.
Next Steps	<ul style="list-style-type: none"> ● Submit motion to Council to allow in-person events

Meeting, Date	Student Union Building Opening Plan Working Group, 07-09-2021
Parties Attending	Gabe Liosis, Almas Phangura, Ilham, Ella Droko, Jess Dela Cruz, Melanie Ling, Ayesha Khan, Shelley Durante, Julia, Marie Haddad, Corbett Gildersleve, John Walsh
Meeting Length (Hrs)	2.0
Reason	Finalize the SUB Opening Plan
Summary and Outcome	<ul style="list-style-type: none"> ● I presented the final draft SUB Opening Plan to the working group ● We discussed next steps now that the final plan is completed
Next Steps	<ul style="list-style-type: none"> ● Submit relevant motions to the Council agenda and/or Executive Committee agenda

Meeting, Date	Prep Session for Meeting with Student Services
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Parties Attending	Members of the Executive Committee, Ella Droko
Meeting Length (Hrs)	1.0
Reason	The Executive Committee had a scheduled meeting with Tracey Mason-Innes, Rummana Khan Hemanni, and Erin Biddlecombe on July 13th. This was a prep meeting.
Summary and Outcome	<ul style="list-style-type: none"> ● Brainstormed questions and discussion topics to bring to the meeting.
Next Steps	N/A

Meeting, Date	Policy, Research and Community Affairs Coordinator Onboarding, 07-12-2021
Parties Attending	Gabe, Beaty
Meeting Length (Hrs)	0.5
Reason	This was Beaty's orientation session as she is new to the PRCAC role.
Summary and Outcome	<ul style="list-style-type: none"> ● Discussed: <ul style="list-style-type: none"> ○ SFSS Organizational structure ○ I answered some of her questions about the position
Next Steps	N/A

Meeting, Date	Brief Chat re: Provincial <i>Budget 2022</i> Consultation, 07-12-2021
Parties Attending	Gabe Liosis, Matt Provost, Serena Bains, Ella Droko
Meeting Length (Hrs)	0.5
Reason	Discuss an invitation we got to present on priorities for BC Budget 2022
Summary and Outcome	<ul style="list-style-type: none"> ● Topics discussed: <ul style="list-style-type: none"> ○ The invitation we received ○ What methods of presentation we wanted to engage in ○ What are the next steps to prepare for presenting to this committee
Next Steps	<ul style="list-style-type: none"> ● Schedule a follow up meeting ● Reply to the invitation

Meeting, Date	COVID-19 Safety Plan Approach, 07-12-2021
Parties Attending	Gabe Liosis, Corbett Gildersleve, Jess Dela Cruz, Melinda Skur
Meeting Length (Hrs)	1.0

Reason	Discuss SFU's approach to COVID-19 Safety in the Fall
Summary and Outcome	<ul style="list-style-type: none"> ● Following public health orders, SFU is moving away from having COVID-19 Safety Plan(s) to a Communicable Disease Prevention Plan ● We had an opportunity to ask a variety of questions on SFU's approach
Next Steps	N/A

Meeting, Date	Members Meeting Planning Committee, 07-12-2021
Parties Attending	Members of MMPC
Meeting Length (Hrs)	1.0
Reason	Introductory Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Intro + purpose to the Committee ● Timelines for planning this year's Annual General Meeting
Next Steps	

Meeting, Date	Executive Committee Working Session, 07-13-2021
Parties Attending	Members of the Executive Committee
Meeting Length (Hrs)	2.5
Reason	Regularly Scheduled Biweekly Executive Committee Working Session
Summary and Outcome	<ul style="list-style-type: none"> ● Preparing for the upcoming Council meeting
Next Steps	N/A

Meeting, Date	SUB Consultation Meeting, 07-13-2021
Parties Attending	Gabe Liosis, Marie Haddad, Ella Droko, Akum Sidhu
Meeting Length (Hrs)	1.0
Reason	Establish consultation plan for SUB Opening Plan
Summary and Outcome	<ul style="list-style-type: none"> ● What groups are we consulting? ● What do we want from them? ● What format can we offer consultations in?
Next Steps	<ul style="list-style-type: none"> ● Send emails to various student groups and constituency groups inviting them to provide feedback on our plan

Meeting, Date	Gabe / Ella Check-In, 07-13-2021
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 ○ Administrative Coordinator Hiring ○ Joint Operations Group
Next Steps	N/A

Meeting, Date	OOO Job Description Amendments, 07-13-2021
Parties Attending	Gabe Liosis, Marie Haddad, Corbett Gildersleve, Matt Provost
Meeting Length (Hrs)	0.5
Reason	Reviewing Draft OOO Job Description
Summary and Outcome	<ul style="list-style-type: none"> ● We convened as a group to review the draft OOO Job Description before forwarding it to HR & Personnel Sub-Committee for approval
Next Steps	<ul style="list-style-type: none"> ● Add Draft JD to HRP Agenda

Meeting, Date	Meeting with Student Services, 07-13-2021
Parties Attending	Members of the Executive Committee, Erin Biddlecombe, Tracey Masin-Innes
Meeting Length (Hrs)	1.0
Reason	Opportunity for SFSS + Student Services to connect and receive updates on ongoing projects
Summary and Outcome	<ul style="list-style-type: none"> ● Erin and Tracey gave updates on ongoing projects ● We had an opportunity to ask questions about certain projects
Next Steps	

Meeting, Date	EDI Communications Sub-Committee, 07-13-2021
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Parties Attending	Members of the EDI Communications Sub-Committee, Gabe Liosis, Matthew Provost
Meeting Length (Hrs)	1.0
Reason	Matt and I were invited to this meeting to discuss the way SFU releases statements related to current events.
Summary and Outcome	<ul style="list-style-type: none"> ● Matt and I used this meeting as an opportunity to express how inadequate SFU's statements and responses to recent news with Indigenous communities has been.
Next Steps	N/A

Meeting, Date	Governance Committee, 07-13-2021
Parties Attending	Members of Governance Committee
Meeting Length (Hrs)	1.0
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Introduction to the Committee ● Annual Planning
Next Steps	N/A

Meeting, Date	SFSS-WUSC Scholarship, 07-14-2021
Parties Attending	Gabe Liosis, Marie Haddad, Corbett Gildersleve, Balqees Jama, Waffa Zaqout
Meeting Length (Hrs)	1.0
Reason	Determine next steps in establishing the SFSS-WUSC Scholarship
Summary and Outcome	<ul style="list-style-type: none"> ● Creating the Terms of Reference ● Developing the Application ● Creating an SFU News post
Next Steps	

Meeting, Date	JOG Prep Meeting, 07-14-2021
Parties Attending	Gabe Liosis, Serena Bains
Meeting Length (Hrs)	0.5
Reason	Prepare for the upcoming JOG Meeting

Summary and Outcome	<ul style="list-style-type: none"> ● Serena and I prepared our main questions and discussion topics for the upcoming JOG meeting
Next Steps	N/A

Meeting, Date	Council, 07-15-2021
Parties Attending	Members of Council
Meeting Length (Hrs)	5.0
Reason	Regularly Scheduled Council Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Report from Committees <ul style="list-style-type: none"> ○ I gave an update on recent ongoings of the Executive Committee ○ Myself, John Walsh, Corbett Gildersleve, and Ella Droko presented the SUB Opening Plan, coming from the SUB Opening Working Group ● Motions <ul style="list-style-type: none"> ○ Established the opening date of the SUB for August 23rd, 2021 ○ Approved support for in-person events for clubs and student unions, following event guidelines established by SFSS ○ Increasing the staff training budget line item ○ Appointed Sarah R. to the First Year Engagement Committee ○ Appointed Damon T. to the Member Service Advisory Committee ○ Approved a motion to call on SFU to make lecture recordings and course practices more accessible ○ Approved support for UniteHere Local 40's campaign ○ Approved Protests in Columbia Letter ○ Established a Student Outreach Working Group ○ Strategic Planning Working Group ● Discussion Items <ul style="list-style-type: none"> ○ Postponed discussion items due to lack of time
Next Steps	

Meeting, Date	Elections Processes Meeting, 07-15-2021
Parties Attending	Gabe, Beaty, Corbett
Meeting Length (Hrs)	0.5
Reason	Discuss the election processes of the SFSS
Summary and Outcome	<ul style="list-style-type: none"> ● Beaty will be leading orientation with the new Independent Electoral Commission soon, and wanted insight on what the SFSS election processes are.
Next Steps	N/A

Meeting, Date	Staff Meeting, 07-15-2021
Parties Attending	SFSS Staff
Meeting Length (Hrs)	1.0
Reason	Monthly Staff Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Staff Round Intros + Updates ● Staff Art Party to Decorate New Offices ● Safe Operating Plan ● Collage Check-Ins
Next Steps	N/A

Meeting, Date	Gabe / Ayesha Check-In, 07-08-2021
Parties Attending	Gabe Liosis (President), Ayesha Khan (Operations Organizer), 06-24-2021
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	<p>Topics Discussed:</p> <ul style="list-style-type: none"> ● Staff Work Reports ● Building Coordinator Hiring Progress ● Staff concern around hours of work ● SUB Operating Plan ● SFSS Shared Drive ● Bargaining ● Staff Retreat
Next Steps	N/A

Meeting, Date	Joint Operations Group (JOG), 07-15-202
Parties Attending	SFSS: Gabe, Marie, Serena, Matt, Ella, Almas SFU: Martin, Rummana, Erin, Tariza, Chrysmon, Melanie, Dina GSS: Ruben, Reese, Pierre
Meeting Length (Hrs)	1.5
Reason	Monthly JOG Meeting
Summary and Outcome	<p>Topics Discussed:</p> <ul style="list-style-type: none"> ● Enrolment and financial implications ● International students survey

	<ul style="list-style-type: none"> ● Meeting and Greet Surrey Director ● Fall Return to Campus ● Steering Committee on Safety Consultation ● EDI Update
Next Steps	N/A

Meeting, Date	Welcome Day - Video Filming, 07-15-2021
Parties Attending	Gabe Liosis, Gwynne Roseborough
Meeting Length (Hrs)	1.0
Reason	I was invited to film a brief clip for a Welcome Day Video, as SFSS President
Summary and Outcome	<ul style="list-style-type: none"> ● I filmed a clip introducing myself as SFSS President, what the SFSS is, and how folks can get involved
Next Steps	N/A

Meeting, Date	HR & Personnel Sub-Committee, 07-15-2021
Parties Attending	Members of HRP
Meeting Length (Hrs)	0.75
Reason	Called the meeting to approve a couple of Job Descriptions
Summary and Outcome	<p>MOTIONS APPROVED:</p> <ul style="list-style-type: none"> ● Approved amendments to the Out on Campus Coordinator Job Description ● Approved proposed changes to the MSC-Events Job Description ● Approved the new Building Assistant Job Description <p>DISCUSSED:</p> <ul style="list-style-type: none"> ● Creating an interview matrix for Hiring Committees ● Having a development session specifically for how to run hiring committees
Next Steps	

Meeting, Date	Working Conditions, 07-15-2021
Parties Attending	Employer: Gabe, Ayesha CUPE: Shelley, Fiona, Nancy
Meeting Length (Hrs)	1.0
Reason	Called a meeting to review a couple of outstanding items

Summary and Outcome	<ul style="list-style-type: none"> ● We put forward the following JDs for consideration of the Union: <ul style="list-style-type: none"> ○ Administrative Coordinator ○ OOC Coordinator ○ MSC-Events (amendments) ○ Building Assistant ● We also discussed the back to campus survey completed by SFSS staff
Next Steps	

Total Meeting Hours	48.25
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Administrative Work

Summary	Emails
Total Time (Hrs)	<ul style="list-style-type: none"> - July 5: 2.0 - July 6: 1.0 - July 7: 1.5 - July 8: 1.5 - July 9: 2.5 - July 13: 1.0 - July 14: 1.0 - July 15: 4.0 TOTAL = 13.5

Summary	Prep + Debrief from Executive Committee Meeting
Total Time (Hrs)	<ul style="list-style-type: none"> - Prep: 0.5 - Debrief: 0.5 TOTAL = 1.0

Summary	Prep for Joint Health and Safety Committee (JHSC) Meeting
Total Time (Hrs)	0.5

Summary	Prep + Debrief from Student Union Opening Plan Working Group
Total Time (Hrs)	<ul style="list-style-type: none"> - Prep: 1.0 - Debrief: 0.75 TOTAL = 1.75

Summary	Prep for Council
Total Time (Hrs)	<ul style="list-style-type: none"> - July 12: 2 hours

	- July 14: 0.5 TOTAL = 2.5
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Summary	Prep for HR & Personnel Sub-Committee
Total Time (Hrs)	- Prep (July 12): 0.5

Total Admin Hours	18.75
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TOTAL HOURS = 67 HOURS

VP Internal and Organizational Development
 Corbett Gildersleve

Meeting Summary and Comments

Meeting, Date	SUB Opening Working Group, July 2nd
Parties Attending	Working Group Members
Meeting Length (Hrs)	2 hours
Reason	Scheduled Meeting
Summary and Outcome	John Walsh (Building Manager) and I presented the work we had completed as the leads of the Building WG (John) and Services (myself) to the larger group. We then determined a follow up meeting to develop the plan for Council.
Next Steps	Attend the follow up meeting to help develop the plan for Council

Meeting, Date	Meet with SUS President, July 2
Parties Attending	SUS President Shariq and Myself
Meeting Length (Hrs)	1 hour
Reason	SUS Common Room
Summary and Outcome	Discuss SUS's need for dedicated space. Asked for space in the SUB. He had a few rooms in mind that could work to support their needs on the 4th floor. I discussed our current space and the process for allocating space as well as our current practice of just receiving space request proposals (as there's many requests already made by external and internal groups).
Next Steps	Waiting on SUS to submit their proposal.

Meeting, Date	Communications Coordinator Onboarding, July 5
Parties Attending	Communications Coordinator Ilham Benttahir, Myself
Meeting Length (Hrs)	1 hour
Reason	Onboarding
Summary and Outcome	Discuss the VP Internal and Organizational Development role, annual goals as it relates to the Comms role, and changes to the SFSS over the last year.

Next Steps	N/A
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Meeting, Date	Executive Committee, July 6th
Parties Attending	Executive Committee
Meeting Length (Hrs)	2.25 hrs
Reason	Scheduled Meeting
Summary and Outcome	<p>Presentation: Translink presented to us about the Scott Road Rapidbus extension</p> <p>Reports: Report from the HR & Personnel Sub-Committee with updates on hiring committee progress</p> <p>Motions: Appointed Ella Droko and myself to the Administrative Coordinator Hiring Committee Appointed me to Acting Staff Liaison Officer while Gabe is on leave Appointed Ayesha Khan as an alternate employer representative on the building coordinator hiring committee</p> <p>Discussion: Emergency Action Plan Feedback - Postponed to another meeting SUB Access Guidelines - received feedback Staff Training Budget Increase - reallocation from Good and Welfare to cover immediate costs. Will be put back if the motion to Council to increase the budget passes. Update on Strategic Planning</p>
Next Steps	N/A

Meeting, Date	Member Services Admin Assistant Discussion, July 6th
Parties Attending	President Gabe Liosis, Operations Organizer Ayesha Khan, Building Manager John Walsh, MSC Coordinators Nancy Mah and Melanie Ling
Meeting Length (Hrs)	0.5 hrs
Reason	Discuss their Job Description
Summary and Outcome	Went over the job descriptions for Member Services Admin Assistants. MSCs had previously reviewed the JD and highlighted parts that can be moved over to the Building Assistant role. We discussed those parts and brainstormed other duties for the BAs.
Next Steps	We'll meet again in a few days to compile these ideas into a clean JD and then submit it back to the Union for comment.

Meeting, Date	SFU Esports Meeting, July 6th
Parties Attending	SFU Ancillaries Director Mark McLaughlin, SFU Esports Program members Jennifer Seto and Darien Chow, SFU Ancillaries Tay Assion, VP Events and Student Affairs Jess Dela Cruz,
Meeting Length (Hrs)	1 hour
Reason	SFU Esports Partnership Discussion
Summary and Outcome	Mark proposed a partnership between the SFSS and SFU to support their growing Esports program. They want to develop an Esports Arena. They want the SFSS to contribute the Forum Chambers for up to 2 years while they contribute the costs of the equipment (either through a sponsorship or paying for it themselves). The Forum Chambers has a lot of history with the SFSS. It was once the Pub and it's been the home of countless Forum/Board/Council meetings for well over 20 years. It is also one of our largest flexible spaces. So, it's uncertain if this is the best use for it.
Next Steps	We will give them a tour of the Forum Chambers sometime in the next few weeks.

Meeting, Date	Consultation Meeting, July 7th
Parties Attending	Consultant Amal Rana, VP Events and Student Affairs Jess Dela Cruz, Myself
Meeting Length (Hrs)	0.5 hrs
Reason	Equity Audit
Summary and Outcome	Discuss with Amal about an equity audit, what it is, why we want an audit, and what forms that could take.
Next Steps	Amal will provide us with a quote and timeline

Meeting, Date	Council Development Session, July 7th
Parties Attending	Council, IJV, Batul
Meeting Length (Hrs)	4.25 hours
Reason	Scheduled Dev Session
Summary and Outcome	<p>We had two dev sessions.</p> <p>The first was held by Independent Jewish Voices which talked about their views on anti-semitism, Israel as an apartheid state, zionism, and other related topics.</p> <p>The second dev session was run by Batul Consulting who went through the basics of base building, developing an escalation plan, mapping out who supports the person you are pressuring to change, and your supporter list.</p>

Next Steps	N/A
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Meeting, Date	Issues Policies, July 8th
Parties Attending	Execs
Meeting Length (Hrs)	0.5 hrs
Reason	Reviewing our Issues Policies
Summary and Outcome	We compiled a list of all the different issues policies and then divided up who would review them for typos, errors, or other issues.
Next Steps	N/A

Meeting, Date	SUB Opening Working Group
Parties Attending	Working Group Leaders
Meeting Length (Hrs)	1 hr
Reason	Creating Opening Plan Doc
Summary and Outcome	We compiled a powerpoint presentation for Council, with each lead adding items to their relevant section.
Next Steps	This slide show will be presented to Council at their next meeting.

Meeting, Date	MSSA Follow UP Discussion, July 9th
Parties Attending	President Gabe Liosis, Building Manager John Walsh, Operations Organizer Ayesha Khan, Member Services Coordinators Melanie Ling and Nancy Mah, Myself
Meeting Length (Hrs)	0.5 hrs
Reason	Finalize the Building Assistant Job Description
Summary and Outcome	We took all the items pulled out from the Member Services Admin Assistant job description and added it to the Building Assistant. We also added new duties that fit the role.
Next Steps	We need the JD approved by the Human Resources and Personnel Committee as well as CUPE through a working conditions meeting.

Meeting, Date	SOCA Space Tour, July 9th
Parties Attending	SOCA execs, Building Manager John Walsh, Myself

Meeting Length (Hrs)	0.5 hrs
Reason	Showing SOCA their space in the SUB
Summary and Outcome	John gave them a tour of the SUB and I gave them advice on how to organize their space improvement requests in different ways to access different funding. For instance, anything that could be developed into a program/server could come from their programming line item. Furniture, equipment, and such would come from the Space Expansion Fund or Build SFU Fund.
Next Steps	SOCA will provide a proposal to John and myself.

Meeting, Date	Check-in with Almas, July 12th
Parties Attending	VP Finance and Services Almas Phangura, Myself
Meeting Length (Hrs)	1 hour
Reason	Discuss the Audit and other items
Summary and Outcome	We discussed the annual audit and how it was handled differently this year due to the pandemic. We also discussed the annual financial report and the timeline, as well as the work report process for both execs and the rest of Council.
Next Steps	N/A

Meeting, Date	Mental Health Support Connect, July 12th
Parties Attending	Board Organizer Ella Droko and Myself
Meeting Length (Hrs)	0.25 hrs
Reason	Touching Base
Summary and Outcome	Ella and I discussed what ways we could improve mental health support for execs as we've seen all executives have challenges with maintaining good mental health over the last few months.
Next Steps	We need to speak with execs to find what kinds of support they would like. We will start with an exec dev session around general mental health support and then develop something more in the fall term.

Meeting, Date	SFSS x SFU Student Services Follow Up Meeting (Prep), July 12th
Parties Attending	Execs
Meeting Length (Hrs)	1 hour

Reason	Develop items to speak with SFU Student Services
Summary and Outcome	We met to prep speaking items in our follow up meeting with SFU Student Services.
Next Steps	N/A

Meeting, Date	MSC - Annual Report Feedback, July 12th
Parties Attending	VP Events and Student Affairs Jess Dela Cruz, MSC Coordinators Shelley Durante and Ricky Che, Myself
Meeting Length (Hrs)	0.5 hrs
Reason	Receive feedback on the department annual report from staff
Summary and Outcome	We discussed the report, the reasons behind the report as well as how it will be used for the executive committee and the SFSS's annual report. We also discussed the timeline. We discussed staff's biweekly reports that they already fill out and how that will be different from this report.
Next Steps	Jess and I will finalize the report based on the feedback and send it out.

Meeting, Date	PRCAC Onboarding, July 12th
Parties Attending	PRCAC Beaty Omboga and Myself
Meeting Length (Hrs)	0.5 hrs
Reason	Onboarding
Summary and Outcome	We discussed my role and how that interacted with Beaty's role. Additionally, we talked about the different committees they would support and in what ways. I also went into the reasons for the splitting of the role from the original Campaigns, Research, and Policy Coordinator role.
Next Steps	N/A

Meeting, Date	SFSS Payroll and Payment Server - Update Chat, July 12th
Parties Attending	SFU Desktop Support Manager Al Murray, Myself
Meeting Length (Hrs)	0.25 hrs
Reason	Receiving Updated Information
Summary and Outcome	I talked with the AI about the server being shut down and what update he can provide, actions he'll be taking to get the server restored, and a possible timeline so that we can have stipends sent out on time.

Next Steps	Update Kurt about my conversation.
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Meeting, Date	Exec Committee Dev Session. July 13th
Parties Attending	Execs
Meeting Length (Hrs)	2 hours
Reason	Prep Session
Summary and Outcome	We went through the Council agenda for tomorrow and made sure everyone was prepared for the motions and discussion items. We also reviewed our project tracker (Notion) and mental health supports.
Next Steps	Next Exec meeting is for July 20th.

Meeting, Date	Meeting with Memory Express, July 13th
Parties Attending	Building Manager John Walsh, SFU Esports Rep Derian Chow, Memory Express Rep Ronnie. Myself
Meeting Length (Hrs)	1 hour
Reason	Discuss SFU Gaming Lounge Sponsorship
Summary and Outcome	Revived discussions between ourselves and Memory Express. We discussed timelines, proposals, and next steps
Next Steps	Memory Express will submit a formal proposal and agreement for Council before the 28th.

Meeting, Date	Gabe/Ella Weekly Check-in, July 13th
Parties Attending	President Gabe Liosis, Board Organizer Ella Droko, Myself
Meeting Length (Hrs)	0.50 hrs
Reason	Check in on Ella's project
Summary and Outcome	Spoke about the motion for Council about the Strategic Plan working group
Next Steps	Council meeting is on July 14th

Meeting, Date	OOB JD Restructuring - Follow Up, July 13th
Parties Attending	President Gabe Liosis, VP Equity and Sustainability Marie Haddad, VP External Matt Provost, Myself
Meeting Length (Hrs)	0.5 hrs

Reason	Review OOC JD Revamp
Summary and Outcome	We met to go over the draft OOC Coordinator job description changes before sending it to Human Resources and Personnel Committee.
Next Steps	N/A

Meeting, Date	SFSS x WUSC Scholarship TOR Development, July 14th
Parties Attending	SOCA President Balqees Jama, WUSC Reps Jhanvi chamathka Indatissa, Zeynep Ekin Buran, President Gabe Liosis, VP Equity and Sustainability Marie Haddad, VP Finance and Services Almas Phangura, Myself
Meeting Length (Hrs)	1 hr
Reason	Review the TOR and Application Process
Summary and Outcome	We met with WUSC representatives to finalize the Terms of Reference and Application Process for the SFSS x WUSC scholarship.
Next Steps	A final draft will be sent to everyone

Meeting, Date	Council, July 14th
Parties Attending	Council
Meeting Length (Hrs)	5 hrs
Reason	Scheduled Council Meeting
Summary and Outcome	<p>Gabe gave an Exec Committee Report SUB Opening WG Leads presented on their areas as part of the opening plan</p> <p>Motions:</p> <ul style="list-style-type: none"> -Approved the opening date for the SUB to be August 23rd, 2021 -Approved updates to the Club/SU event guidelines allowing for groups to hold in-person events after the SUB is open. -Approved an increase to the staff training budget -Appointed people to the First Year Engagement and Member Service Advisory Committees. -Approved a motion calling on SFU to make lecture recordings and other course items more accessible -Supported UniteHere Local 40's Hilton Hotel Campaign -Created a student outreach working group -Approved a strategic planning working group
Next Steps	Next meeting is on July 28th

Meeting, Date	Election Process, July 15th
Parties Attending	President Gabe Liosis, PRCAC Beaty Omboga, Myself
Meeting Length (Hrs)	0.5 hrs
Reason	Review SFSS elections process and policies
Summary and Outcome	We reviewed the general timeline for the spring elections as well as any possible fall referendums.
Next Steps	N/A

Meeting, Date	HRP Meeting Prep, July 15th
Parties Attending	Myself
Meeting Length (Hrs)	0.5 hrs
Reason	Preparing for the committee meeting
Summary and Outcome	Reviewed the agenda including previous minutes, past minutes, and the new job descriptions we're discussing and approving.
Next Steps	N/A

Meeting, Date	HRP Subcommittee Meeting, July 15th
Parties Attending	Committee Members
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting
Summary and Outcome	<p>We approved 3 different job descriptions: Building Assistant, Out on Campus Coordinator, and the Member Services Coordinator - Events. The last one was just an update to the reporting requirements and the roles they work with.</p> <p>All three items were approved.</p> <p>We all discussed the interview matrix, a tool to help with making more consistent interview assessments. It's been used in a few different interviews and seems to be well liked.</p>
Next Steps	The JDs will go to a working conditions meeting for feedback from the union.

Meeting, Date	Council Cliff Notes Meeting, July 15th (Prep)
Parties Attending	Myself

Meeting Length (Hrs)	0.5 hrs
Reason	Prep Session
Summary and Outcome	I reviewed the meeting agenda and gathered relevant documents.
Next Steps	N/A

Meeting, Date	Council Cliff Notes Meeting, July 15th
Parties Attending	LSU Micaela Bidot and Myself
Meeting Length (Hrs)	1 hour
Reason	Catch up a new Councilor
Summary and Outcome	We discussed the referendum process, annual general meetings, elections, and I answered any questions Micaela had.
Next Steps	N/A

Total Meeting Hours	31.5
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Projects and Events

Project/Event Title	SFU Hillel Event, July 8th
Updates and Upcoming Plans	Attended an event hosted by SFU Hillel titled "Ask me, I'm a Jew". The goal of the event was for attendees to learn more about Jewish people through a QA session. People asked about food, differences between Jewish people from different countries, what their experiences have been in Canada as a domestic or international student, and other questions.
Relevant Strategic Priorities	Student Engagement
Total Time (Hrs)	1 hour

Project/Event Title	Steps Forward - Student Activity Fee Research
Updates and Upcoming Plans	I looked at letters sent to the SFU Board of Governors concerning fee changes that had occurred since the 70s to try and find out why we did not charge students auditing undergraduate classes. This is important as a student is considered a member if they've paid their fees, but the Steps Forward students are auditing undergraduate classes. This rule to not charge students was believed to be an SFU thing, not an SFSS

	decision. However, it appears that it might have been something that was approved by the SFSS 40+ years ago. I'm still searching for the specific year this came into being. We will have to discuss this with our lawyer as to a way to fix this without causing all students who are taking audited courses to be charged a fee (for instance, graduate students)
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	1 hour

Project/Event Title	SUB Access Guidelines
Updates and Upcoming Plans	Develop Guidelines for SUB Access transition period for Council and invited guests. This involved reviewing the changes to our safety plan and provincial health orders, as well as taking into account earlier feedback from staff about returning to work. I drafted the guidelines for an upcoming exec committee meeting.
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	3 hrs

Project/Event Title	SUB Building Projects Working Group
Updates and Upcoming Plans	SUB Building Projects - DNA Resource Center Tour and Consultation Members of DNA and the Accessibility Assistant reviewed the space and determined some improvements for the space that would make it accessible for DNA members. We toured other parts of the SUB to review accessibility devices and comparisons.
Relevant Strategic Priorities	N/A
Total Time (Hrs)	1 hr

Project/Event Title	Staff Training Budget
Updates and Upcoming Plans	Drafting a briefing note for Council about increasing the staff training budget. This involved coordinating with multiple admins, reviewing their budget, writing the briefing note, and receiving feedback.
Relevant Strategic Priorities	Organizational Development
Total Time (Hrs)	1 hour

Total Project and Events	7 hrs
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Hours	
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Committee Chair Work

Committee Name	MMPC Meeting, July 12th
# of Meetings	1
Total Time (Hrs)	1
Summary	Introductory Meeting
Ongoing Projects	We discussed the purpose of the committee, approved a vice-chair (Kashish Mehta) and set a timeline for the AGM.
Relevant Strategic Priorities:	Organizational Development

Committee Name	Governance Committee Meeting, July 13th
# of Meetings	1
Total Time (Hrs)	1.50 hrs
Summary	Introductory Meeting
Ongoing Projects	We discussed the purpose of the committee, went over what occurred last year in policy, bylaw, and other changes. Discussed what an annual plan is and what goes into it. Also appointed a vice-chair.
Relevant Strategic Priorities:	Organizational Development

Total Committee Hours	2.5 hrs
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Administrative Work

Summary	Exec Morning Check-ins: 7 x 0.5hrs
Total Time (Hrs)	3.5 hrs

Summary	Answering emails
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	<ul style="list-style-type: none"> - SFU hosted maillist system - Student-At-Large Committee Placements - WUSC-SFSS Scholarship - SUB storage space for music groups (existing relationship)
Total Time (Hrs)	July 5th, 1 hour

Summary	<ul style="list-style-type: none"> Answering and sending emails - Setting up a meeting with SFU to go over their safety plan - Setting up a session for Councilor catch-up Discussing with John the SFSS-SFU Esports meeting Email and Discord reminders for the Dev sessions
Total Time (Hrs)	July 6th, 1.5 hrs

Summary	<ul style="list-style-type: none"> Emails - Funding reallocation motion for Exec - Updating Exec on the MS Printing issue and how it's impacting us - Checking over a response email - Getting updates on committee applications
Total Time (Hrs)	July 7th, 2 hours

Summary	<ul style="list-style-type: none"> -Answering Councilor Emails -Sending PRCAC elections timeline and documents Answering emails - Council maillist and committee questions - Hiring Committee updates - Elections Policy and Bylaw response <p>Updating the Council Committee tracker to be more dynamic Drafting 4 motions for Council Drafting 1 briefing note for Council</p>
Total Time (Hrs)	July 8th, 4.75 hrs

Summary	Emails, schedule NOM committee
Total Time (Hrs)	July 9th, 2.5 hrs

Summary	Catching up on emails
Total Time (Hrs)	July 14th, 2 hrs

Summary	<ul style="list-style-type: none"> Emails - SFSS x WUSC Scholarship TOR and Application Form
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	<ul style="list-style-type: none"> - June Month in Review Coordination - Payroll Server Issues Updates - Reaching out to IT Services about computer equipment procurement process - CaseIT Contract Signing - Embark Garden Event Approval - SFSS IT Coordinator JD - NOM agenda email setting for at-large members
Total Time (Hrs)	July 15th, 4.5 hrs

Summary	Emails Sent/Received - 149
Total Time (Hrs)	N/A

Total Admin Hours	21.75
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Total Hours	62.75
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VP Finance and Services
 Almas Kaur Phangura

Meeting Summary and Comments

Meeting, Date	Now What- How to be a good Ally to Indigenous Peoples? (1st July, 2021)
Parties Attending	Executive Committee Members, ISSU Members, Kimi King
Meeting Length (Hrs)	2 hrs (2pm to 4pm)
Reason	Indigenous Allyship Workshop
Summary and Outcome	<ul style="list-style-type: none"> -Kimi King's (Kimi Haxton) introduction and some background on the issue -Detour Spotting Joan Olson (phrases like "get over it", "I'm not racist", "Be happy with the land you got") -Kimi's talk on dispossession, dependency and oppression -Breakout room discussion on decolonization (what are some ways in which we can do our bit to help decolonise, suggestions from 4 members in the 4 breakout rooms, a bigger discussion in the main room about what our thoughts and ideas were). -Closing comments about #Cancel Canada Day
Next Steps	N/A

Meeting, Date	SUB Working Group Meeting (2nd July, 2021)
Parties Attending	Gabe Liosis, Corbett Gildersleve, Marie Haddad, Jess Dela Cruz, John Walsh and other staff members
Meeting Length (Hrs)	2 hrs (2pm to 4pm)
Reason	Student Union Building Opening Preparation
Summary and Outcome	<ul style="list-style-type: none"> -The various different sub-groups under the main SUB Working Group gave presentations on the progress so far -Some ambiguity around the COVID-19 protocols as there are a lot of unknowns around the stage 4 of opening up. -Discussion around the opening dates and the approval from council about the same -Advertising about the SUB to make more students aware of it -Operating hours (till 11pm?- not decided yet), will the opening hours be different during exam period? -Different hiring committees to hire for a Building Operations manager and other full-time and part time managers (aiming at hiring the full time positions first and then filling up the part time ones)- hiring to be complete by September, 2021 -Funds that can be pulled out from the Build SFU -Ayesha sent out a survey to staff members about the 3 possible options of

	<p>transitioning back to work as the Provincial Health Orders change in the upcoming weeks</p> <ul style="list-style-type: none"> -John Walsh (Building Manager) to handle the tours for the different student groups and clubs wanting to come in and see the SUB - Historical for some of the SOCA leaders who share space in the SUB. -Plan on opening up SUB to some council members who wish to come in and do their work (should it be 2 days or 3 days? What meeting rooms should be assigned?) -Process of booking meeting rooms (Tier 1 and Tier 2 meetings rooms and the notice period for booking them) -All the attendees gave their checkout scores about how they felt about the preparation and plans
Next Steps	<ul style="list-style-type: none"> -Next meeting will incorporate a discussion of a better laid out plan (especially by the sub groups who did not get the chance to meet earlier due to scheduling clashes) -New policies and rules around COVID-19 and also following up with the surveys sent out earlier in the week and upcoming PHOs

Meeting, Date	Bringing our children Home: Exploring Grief and Anger (3rd July, 2021)
Parties Attending	Candy Palmater, Robert Joseph, Karen Joseph and other guest speakers, attendees
Meeting Length (Hrs)	1.5 hrs (10am to 11:30am)
Reason	Reconciliation Canada Educational Workshop (about Indigenous Communities)
Summary and Outcome	<ul style="list-style-type: none"> -Introduction to the series and what to expect -How has the journey been for Indigenous people who are trying to navigate through feelings of grief and anger in these challenging times. -Stories and personal anecdotes -How can we honor the children who lost their lives and never came back from residential schools? How to be good allies?
Next Steps	Attend future meetings and events that are crucial to the learning process of being an ally and doing our part

Meeting, Date	SFU Senate Meeting (5th July, 2021)
Parties Attending	Senate Members
Meeting Length (Hrs)	2 hrs (5:30pm to 7:30pm)
Reason	Scheduled Senate Meeting for the academic matter of the university
Summary and Outcome	<ul style="list-style-type: none"> -Reports from the different committees of Senate and announcement of the newly voted members -Introduction of new graduate certificates -Termination of a major in computing science -Carrying forward of the elective grading system to Spring 2022 -Delaying the starting day of classes for the semesters in 2022

Next Steps	N/A
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Meeting, Date	Executive Committee Meeting (6th July, 2021)
Parties Attending	Executive Committee Members and Associate Vice Presidents
Meeting Length (Hrs)	2 hrs 15 mins (10am to 12:15pm)
Reason	Regularly scheduled biweekly meeting
Summary and Outcome	<ul style="list-style-type: none"> -Presentation about the Scott Road Rapid Bus -Appointing of Executive committee member to the Administrative Assistant Hiring Committee -Gabe' Leave of absence and Corbett will be acting as President and Liaison Officer -Ayesha appointed as Alternate Employer Representative for Building Coordinator hiring committee because John Walsh is on Vacation -Hiring Committee updates and question and answer session
Next Steps	N/A

Meeting, Date	Council Development Session (7th July, 2021)
Parties Attending	Council Members, Batul, Paul and Sid (Independent Jewish Voices)
Meeting Length (Hrs)	4 hrs 15 mins(4:30pm to 8:45pm)
Reason	Regularly scheduled biweekly meeting
Summary and Outcome	<ul style="list-style-type: none"> -A background on Palestine by Paul (A disappearing nation, colonisation of the country, some historically important dates like Balfour declaration), the population numbers of Israel and Palestine today. -Is Israel an apartheid state? (promoting the supremacy of jews over the palestinians) -The racist laws and conditions within Israel (Land laws, admission committees, Marital Restrictions, State funding for schools). -Video of Israeli settler taking over the house of a Palestinian woman in Sheikh Jarrah -Gaza (the world's largest open air prison)- what is an open air prison? -The different responses from aplestinian people (armed struggle, demonstrations, community upsings and diplomacy) -What is BDS? (boycott, divestment and sanctions)- a non- violent movement aimed at persuading people to steer away from buying Israelproducts until they treat arab-palestinian citizens with full equality -Is BDS anisemitc because it targets the Jewsih state? The serious human rights problems of the other states. *BDS does not target jews, it targets the Israeli products, investments an institutions for their involvement in Israeli apartheid* -Question and answer period -IHRA Definition of antisemitism and Canadian Universities and Colleges (introduction) <p>Ladder of engagement presentation by Batul</p>

	<ul style="list-style-type: none"> -How to build a campaign strategy? (understanding power, power mapping, building a spectrum of allies, the act and recruit cycle) -What is people power, pyramids showing the traditional view of power vs pillars of support -Power mapping (figuring out who is standing for you and against you, which targets do you have high influence over and which ones are not influenced at all) -Participation exercise (the council members were divided into breakout rooms and tried to make their own power map where they identified their main target, their spectrum of allies etc, major pillars). -How to make a campaign?
Next Steps	N/A

Meeting, Date	Issues Policies Meeting for July (8th July, 2021)
Parties Attending	Executive Committee Members and Associate Vice Presidents
Meeting Length (Hrs)	0.5 hr (10am to 10:30am)
Reason	Regularly scheduled meeting for executive committee planning
Summary and Outcome	-Reviewed the Issues Policies document (yearly plan) to focus and create a timeline for the Issues Policies for the month of July.
Next Steps	N/A

Meeting, Date	Ask me, I am a Jew (8th July, 2021)
Parties Attending	Executive Committee Members, Katia Fermon, Jacob Caine, Micaela Bilot
Meeting Length (Hrs)	0.5 hr (5:10pm to 5:40pm)
Reason	Regularly scheduled meeting for executive committee planning
Summary and Outcome	-An open conversation about everything Jewish related -Questions on Jewish Diaspora, Judaism and intersectionality, Different sects of Judaism, Cultural practices of Jews, Jewish People's relationship with Israel, what exactly does it mean to be a Jew?
Next Steps	N/A

Meeting, Date	Mobilizing Student Power (8th July, 2021)
Parties Attending	Executive Committee Members, Giovanni HoSang, Osob Mohammed, Balqees Jama, WeiChun Kua and some other attendees from SFU 350
Meeting Length (Hrs)	2 hr (6:30pm to 8:30pm)

Reason	Workshop aimed at campaign organizing, relationship building and building support from students
Summary and Outcome	<ul style="list-style-type: none"> -How movements have been built and student activism has taken the centre stage in the recent past at SFU -How to successfully run a campaign with mobilizing strategies and tactics -How to garner support from allies and decision-making spaces -What are the impacts of taking up spaces in student unions and University Senate and Board of Governors. -Question and answer session
Next Steps	N/A

Meeting, Date	SUB Working Group Meeting (9th July, 2021)
Parties Attending	Gabe Liosis, Corbett Gildersleeve, John Walsh, Ayesha and some other staff members
Meeting Length (Hrs)	1.5 hrs (2pm to 3:30pm)
Reason	To see the progress made by various mini-groups under the main SUB Working Group
Summary and Outcome	<ul style="list-style-type: none"> -Final presentation by all the mini-groups working on the larger SUB opening group (everything merged into one) -Discussion on the motion for deciding on an opening date (How to frame the motion for the council? Any concerns about the same?)
Next Steps	N/A

Meeting, Date	SFPIRG Transformative Justice Series Workshop (10th July, 2021)
Parties Attending	SFPIRG Members, Executive Committee Members (Marie Haddad, Serena Bains), DNA Members, UBC SVPRO, SFU DNA
Meeting Length (Hrs)	7 hrs (10am to 5pm)
Reason	To learn about how to make universities and colleges police-free (no cops on campuses)
Summary and Outcome	<ul style="list-style-type: none"> -Mapping governance through violence at universities and at SFU -Discussion on how to reduce the scope of policing -The cons of state funding and co-optation -What are the alternatives to policing (the use of mutual aid, harm reduction, eviction defence and transformative justice to make the process easier) -How to work on organizing at grass root level to bring about a change starting with neighborhoods and workplaces -Visioning and Demands brainstorming session, led by the Teaching Support Staff Union Solidarity & Social Justice Committee -Various other discussion topics

Next Steps	N/A
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Meeting, Date	Chat with Corbett (12th July, 2021)
Parties Attending	Corbett Gildersleeve, Almas Phangura
Meeting Length (Hrs)	1 hr (10am to 11am)
Reason	Chat about some important ongoing assignments/ issues
Summary and Outcome	<ul style="list-style-type: none"> -The ongoing audit process and any updates on it (the audit is almost 3/4th done) -Information requested by the auditors (from financial department) -Key goals of the FASC that Corbett would like highlighted and done this year. His suggestions on how to go ahead with them, members on the committee and division of labour -The responses to auditor's recommendations and formulating a report for the council and the Annual General Meeting (the report should likely be done during the next month as september will be super packed month)
Next Steps	N/A

Meeting, Date	Back to Campus Fall 2021 Focus Group Meeting (12th July, 2021)
Parties Attending	A group of SFU students from different countries
Meeting Length (Hrs)	1.5 hrs (5:30pm to 7pm)
Reason	Provide feedback and suggestions for returning to campus in fall (safely)
Summary and Outcome	<ul style="list-style-type: none"> -A round of introductions are get to know what country/city people were calling from? -What people were most excited about regarding on campus classes? -What are their major concerns about the return to campus? -What would they like to see to increase their engagement in the university community? -What were some faculty specific ideas that they wanted to suggest for the upcoming semester (on Jamboard)? -The different events and opportunities available to students to socialise and return to a somewhat normal campus life
Next Steps	N/A

Meeting, Date	Executive Committee Development Session (13th July, 2021)
Parties Attending	All Executive Committee Members and Associate Vice Presidents
Meeting Length (Hrs)	2 hrs (10am to 12pm)
Reason	Workshop for Executive Committee Members

Summary and Outcome	-Preparation for the council meeting (going through different motions and working on the time management aspect) -Review of notions and ongoing/upcoming projects -Discussion on the mental health/ HCS targeted campaign
Next Steps	-Suggestions for the upcoming development sessions for the executive committee

Meeting, Date	Student Services and SFSS Follow-Up Meeting (13th July 2021)
Parties Attending	Erin Biddlecombe, Tracy, Executive Committee Members, Priyanka Dhesa
Meeting Length (Hrs)	1hr (3:05pm to 4:10pm)
Reason	Follow-up meeting
Summary and Outcome	-The previous role of EDI Specialist not hired as the right candidate was not found (going ahead- possibility of a new role or even the formation of a team) -Concerns of the SFSS with certain procedures and handling of issues/stuff -Accessibility for students (Serena's comments)
Next Steps	Attend the upcoming meeting and discussion over further concerns

Meeting, Date	SFSS WUSC Scholarship Meeting (14th July, 2021)
Parties Attending	All Executive Committee Members, Zeynep Buran, Jhanvi Indatissa
Meeting Length (Hrs)	1:45 hr (9am to 10:45am)
Reason	To discuss the SFSS WUSC scholarship and other issues
Summary and Outcome	-The prepared outline of the scholarship (What are the requirements to be eligible for it?Who can apply?When is the scholarship supposed to go live?) -How can applicants fill in the required information for the scholarship? (using an online form to make the process easier?) -Who will be selecting the candidate who received the scholarship? -Making changes to the wording to make it more clear and concise -Ways to market it so that it reaches a large number of students? -Proposed timing for opening up the scholarship next year to avoid getting delayed as this year (it took longer this time as the scholarship was in the developing stages)
Next Steps	-Go over the final draft and help in marketing it as and when needed

Meeting, Date	ISC Director Consultation Meeting (14th July, 2021)
Parties Attending	All Executive Committee Members
Meeting Length (Hrs)	15 mins (10:45am to 11am)

Reason	To provide feedback and suggestions on the hiring of the ISC Director
Summary and Outcome	-Feedback and suggestions from the Executive committee members on the Hiring process and putting forward a list of parties that they would want to involve and invite for the new role.
Next Steps	-Attend the upcoming meetings

Meeting, Date	Council Meeting (14th July, 2021)
Parties Attending	Council Members, Board Organizer
Meeting Length (Hrs)	5 hrs (4:30pm to 9:30pm)
Reason	Regularly scheduled biweekly council meeting
Summary and Outcome	-10 motions brought to the floor of which 8 were discussed and the other 2 (non time sensitive were moved to the next council meeting) -SUB Opening date finalised -Voting for the selection of members from the council for the First Year Engagement Committee and Member Services Advisory Committee.
Next Steps	N/A

Meeting, Date	Staff Meeting (15th July, 2021)
Parties Attending	SFSS Staff Members and a few Executive Committee Members
Meeting Length (Hrs)	1 hr (11am to 12pm)
Reason	Regularly Scheduled staff meeting
Summary and Outcome	-Round of introductions (names, access needs etc) -New staff members introduced (Ilham Benttahir) -Progress of different projects undertaken by staff members. Ongoing tasks being carried out by the staff.
Next Steps	N/A

Meeting, Date	Joint Operation Group Meeting (15th July, 2021)
Parties Attending	Tariza Bastos, Erin Biddlecombe, Rummana Khan Hemani, Mona Mehdizadeh, Executive Committee members and others
Meeting Length (Hrs)	1.5 hrs (1pm to 2:30pm)
Reason	Updates from the Student Services at SFU

Summary and Outcome	-Presentation on the survey results from the International student survey (how many plan to come back, factors deciding their travel itinerary etc) -How were the reservation seat lists given out for enrollment in remote classes -Introduction with the Surrey Director who will be starting her role later in the month -Discussion on provincial budget consultation and opening of the SUB
Next Steps	N/A

Meeting, Date	Surrey Transportation Focus Group Meeting (15th July, 2021)
Parties Attending	SFSS Executive Committee Members, KUSA Members and others
Meeting Length (Hrs)	1.5 hrs (3pm to 4:30pm)
Reason	Surrey Transportation Plan Big Vision, Bold Moves Survey Results and further consultation
Summary and Outcome	-Introduction to the working group -How to make investment in transportation (over the next 10 years) more beneficial to folks. -How is the new vision aimed at improving connectivity, dealing with climate crisis (moving away from fossil fuel run vehicles) and better the safety standards -Increased attention to completing the city's walking and biking networks -The survey about feedback and suggestion on the 4 fold plan laid out by the city -Previous wins (how it will help SFU and KPU students) and discussion on how to make it more accessible for all folks
Next Steps	-Participate in the survey

Total Meeting Hours	42 hrs
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Projects and Events

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	Finance and Administrative Services Committee
# of Meetings	No meetings yet
Total Time (Hrs)	3 hrs
Summary	-Planning when to have the meetings, a rough idea of how to layout the meetings (the previous when2meet is not fitting in with people's schedules) -Corbett's priority list last year and carrying forward stuff that was not completed or missed out last year, suggestions for the ongoing projects, team building and division of labour -Recruiting of additional members for the committee? (only on at-large application) -Vice chair and at-large members finalisation process
Ongoing Projects	External Audit
Relevant Strategic Priorities:	-Get people onboard and discuss the main goals of the committee for the year and note their interest on working on different projects

Total Committee Hours	3 hrs
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Administrative Work

Summary	Answering queries related to UPass and general emails (about 12-15 received each day on an average), email motion about fund reallocation, issue with printing at SFU (disruption in processing of payrolls) -Issues with stipends (attendance marked wrong or alternatives were present at meetings and hence stipends were not paid out, wrong information/ information not given for the proper processing of stipends)
Total Time (Hrs)	2nd July, 2021 = 0.5 hrs 6th July, 2021 = 1 hr 8th July, 2021 = 1 hr 11th July, 2021 = 1.5 hr 14th July, 2021 = 0.5 hr Total = 4.5 hr

Summary	Receive invoices and check requisitions, double check amounts and departments in the budget document and approve them
Total Time (Hrs)	1 hr 10 mins

Summary	Help with the ongoing external audit (checking and providing the required documents, answering questions, email back and forth with other staff and executive members to get the right information and forward it to the auditors)
Total Time (Hrs)	1 hr

Summary	Reviewing different documents (statements etc), giving feedback/ making changes and miscellaneous tasks
Total Time (Hrs)	1 hr

Summary	Filling up the work reports with meetings and events from the 15-day period
Total Time (Hrs)	1 hr 30 mins

Summary	-Check the attendance of the council members (on various council meetings and development sessions) -Check the remaining work reports from the month of May -Started checking the work reports for the first half of June (double check if the duties performed within the pay period were actually relevant to their role, the timing of the meetings, sellings and grammatical errors etc)- about 30-35% done
Total Time (Hrs)	4th July, 2021 = 0.5 hr 6th July, 2021 = 2 hrs 10th July, 2021 = 2 hrs 13th July, 2021 = 2.5 hrs 14th July, 2021 = 1 hr Total= 8.5 hrs

Total Admin Hours	17 hrs 10 mins
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Total Hours= 62 hrs 10 mins

VP University and Academic Affairs
Serena Bains

Meeting Summary and Comments

Meeting, Date	Daily Executive Committee Check-ins, July 2nd from 9:00AM - 9:30AM
Parties Attending	Executive Committee members

Meeting Length (Hrs)	0.5 hours
Reason	To know what folks are working on and where they need support
Summary and Outcome	<ul style="list-style-type: none"> - What did you work on yesterday? - What are you working on today? - Are there any areas where you need support?
Next Steps	<ul style="list-style-type: none"> - Complete action items and meetings for the day

Meeting, Date	End Policing at SFU, July 2nd from 11:00AM - 12:00PM
Parties Attending	Serena Bains, Alexandra Wesolek, Tiara Cash
Meeting Length (Hrs)	1 hour
Reason	To discuss initiatives related to ending policing at SFU
Summary and Outcome	<ul style="list-style-type: none"> - Steering Committee on Personal Safety on Campus <ul style="list-style-type: none"> - Scope entirely changing - Tokenizing - Need to tell them how absurd the process is currently, just focus on the policy, procedures, and creating a community led safety organization - Purposely moving away from anti-Black racism, not centering on Black and brown voices - Should be dialed back to be more specific, to be focused on Black and brown voices - Best step is to influence administration before phase two in September kicks in
Next Steps	<ul style="list-style-type: none"> - Look into how the agenda setting works for the EDI Council

Meeting, Date	Protests in Colombia working group, July 2nd from 12:00PM - 1:00PM
Parties Attending	Serena Bains, Ruben Munoz, Jeremy Felix
Meeting Length (Hrs)	1 hour
Reason	To complete drafting the letter regarding the protests in Colombia
Summary and Outcome	<ul style="list-style-type: none"> - Went through each of our sections <ul style="list-style-type: none"> - Motion - Calls to action - Historical context - Continued writing the letter
Next Steps	<ul style="list-style-type: none"> - Let Marie know of the section she has to write and send link

Meeting, Date	AVP UAA Check-in, July 2nd from 1:00PM - 2:00PM
Parties Attending	Serena Bains, Priyanka Dhesa
Meeting Length (Hrs)	1 hour
Reason	To check in on the work that's been done over the past week and any areas that need support
Summary and Outcome	<ul style="list-style-type: none"> - Talked about the survey for W.E. - Survey for accessible bursaries - Went over the research for accessible bursaries <ul style="list-style-type: none"> - Automatic bursaries
Next Steps	<ul style="list-style-type: none"> - Send Priyanka an email regarding documents and deadlines - Ask Matt about automatic bursaries - Ask financial aid for some of their applications - Did OER survey go out? - Ask for past undergraduate surveys as examples - Discussion item for UAA Fall reading break - Ask about how much time is needed for undergraduate survey

Meeting, Date	Organizing for a police-free world, July 3rd from 10:00AM - 12:00PM and 1:00PM - 3:30PM
Parties Attending	Serena Bains and 27 other community members
Meeting Length (Hrs)	4.5 hours
Reason	To learn about who is police, how to organize for a police-free world, and the work currently being done in community
Summary and Outcome	<ul style="list-style-type: none"> - Context: what has brought us to this point in organizing? - Definitions <ul style="list-style-type: none"> - Defund and abolish - Transformative justice - Mutual aid - The police are not just the police - Local organizers panel - Question and answer - Movement building: some things to consider
Next Steps	- N/A

Meeting, Date	Daily Executive Committee Check-ins, July 5th from 9:00AM - 9:30AM
Parties Attending	Executive Committee members
Meeting Length (Hrs)	0.5 hours

Reason	To know what folks are working on and where they need support
Summary and Outcome	<ul style="list-style-type: none"> - What did you work on yesterday? - What are you working on today? - Are there any areas where you need support?
Next Steps	<ul style="list-style-type: none"> - Complete action items and meetings for the day

Meeting, Date	SO x SFSS Meeting, July 5th from 10:00AM - 12:00PM
Parties Attending	Serena Bains, Marie Haddad, Kim Thee, Rita Steele
Meeting Length (Hrs)	2 hours
Reason	To discuss the relationship between the Sustainability Office and SFSS
Summary and Outcome	<ul style="list-style-type: none"> - Was asked to keep most of the content of this meeting between us
Next Steps	<ul style="list-style-type: none"> - Schedule the next meeting

Meeting, Date	SFU Senate, July 5th from 5:30PM - 7:30PM
Parties Attending	SFU Senate members
Meeting Length (Hrs)	2 hours
Reason	To discuss items to do with the academic governance of the university
Summary and Outcome	<ul style="list-style-type: none"> - Question period - Reports of committees <ul style="list-style-type: none"> - Calendar committee <ul style="list-style-type: none"> - Delayed start of classes - Senate committee on university priorities <ul style="list-style-type: none"> - Full program proposal for a graduate certificate in business analytics - Fullt program proposal for a graduate certificate in digital innovation - Termination of the multimedia computing specialist major - Senate committee on undergraduate studies <ul style="list-style-type: none"> - Elective grading system extension to Spring 2022 term - Senate graduate studies committee - Senate nominating committee
Next Steps	<ul style="list-style-type: none"> - N/A

Meeting, Date	Executive Committee Meeting, July 6th from 10:00AM - 12:00PM
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Parties Attending	Serena Bains, Gabe Liosis, Marie Haddad, Jess Dela Cruz, Corbett Gildersleve, Joseph A, Ella Droko, Priyanka Dhesa, Almas Phangura, Ayesha Khan
Meeting Length (Hrs)	2 hours
Reason	To discuss any items to do with the SFSS in-between Council meetings
Summary and Outcome	<ul style="list-style-type: none"> - Presentation from scott road rapidbus folks - Report from the HR and personnel sub-committee - Appointed Ella Droko and Corbett Gildersleve to the administrative coordinator hiring committee - Appointed VP internal and organizational development as acting staff liaison - Appointed Ayesha Khan as the alternate employer representative for building coordinator hiring committee - Hiring committee updates - SFSS emergency action plan - SUB Access guidelines - Staff training budget increase - Strategic planning - Health and dental plan - survey results and claims
Next Steps	- N/A

Meeting, Date	Accessibility Committee meeting, July 6th from 12:00PM - 1:00PM
Parties Attending	Serena Bains, Graham Rich, Nicolas B, Brianna Price
Meeting Length (Hrs)	1 hour
Reason	To discuss any items to do with accessibility and the accessibility fund
Summary and Outcome	<ul style="list-style-type: none"> - Approved funding for transformative justice summer series - DNA meetings and CART captioning - Next meeting time - Accessibility grant process final approval - Event checklist final approval - Accessibility audit - Accessibility vendors - Accessibility consultations
Next Steps	<ul style="list-style-type: none"> - Send out when2meet for next meeting - Ask about at-large members

Meeting, Date	Rick Hansen Accessibility Report, July 7th from 9:00AM - 10:00AM
Parties Attending	Serena Bains, Wendy Lee, Mark McLaughlin
Meeting Length (Hrs)	1 hour

Reason	To discuss the accessibility report and how this relates to the community vibrancy plan
Summary and Outcome	<ul style="list-style-type: none"> - First approached in 2018 about an accessibility audit - Done in partnership with facilities services and CAL - Left out the old gym and RC Brown buildings as they're already known to be problematic - All of the buildings scored about 60% but none got the gold certification of 80% or above - A lot of problems, especially with a lack of lighting, problems with ramps, lack of signage - Creating a survey on washrooms on all campuses to improve them in the future - Facilities likes to look at CAL as the experts, but no one is really accountable - Wendy can send the best practices for the SUB - Needs to be up on the website - Transparency and accountability - Always defer to Mitch - There's a physical access advisory committee
Next Steps	<ul style="list-style-type: none"> - Follow up with ensure this report is acted on

Meeting, Date	Steering Committee for Community Engagement on Personal Safety, July 7th from 10:30AM - 11:30AM
Parties Attending	Serena Bains, Nav Purewall, Elodie Jacquet, Gwen Bird, Hafsa Sadiq, Am Johal, Andrea Ringrose, Araba, CJ Rowe, Keianna, Lisa Ogilvie, Marie Haddad, Mark LaLonde, Ronald Johnston, Soraya Elchehimi
Meeting Length (Hrs)	1 hour
Reason	To discuss personal safety on campus
Summary and Outcome	<ul style="list-style-type: none"> - This process is disingenuous and we already know what we have to do - We should go back to the previous scope of providing policy recommendations - We have already done the consultation and we need to move onto action
Next Steps	<ul style="list-style-type: none"> - Come up with next steps for this group

Meeting, Date	AVP UAA Onboarding, July 7th from 11:30AM - 12:30PM
Parties Attending	Serena Bains, Hanah Bazzi, Gabe Liosis, Priyanka Dhesa
Meeting Length (Hrs)	1 hour
Reason	To onboard Hanah and discuss any questions she might have
Summary and Outcome	<ul style="list-style-type: none"> - Going over the definitions of VP University and Academic Affairs - Going over the definitions of AVPs and what they're responsible for - Discussed the structure of SFU and the hierarchy

	- Went over SFU Senate and Board of Governors
Next Steps	- Send out a calendar invite with new check-in times

Meeting, Date	Council Development Session, July 7th from 4:30PM - 9:00PM
Parties Attending	Council members, Sid, Paul, Batul Gulamhusein
Meeting Length (Hrs)	4.5 hours
Reason	To discuss Independent Jewish Voices and Palestine/Israel and to discuss a ladder of engagement
Summary and Outcome	<ul style="list-style-type: none"> - The population of historic Palestine - Disappearing and the colonization of Palestine - Historically important dates - Population of Israel-Palestine today - The status of Palestinian citizen of Israel vs. the status of Jewish citizens of Israel - Racist laws and conditions - Different sets of laws applied to Jewish people and Palestinians in the occupied West Bank - Crisis in Sheikh Jarrah - Gaza - Palestinian responses - What is BDS? - Objections to BDS - Should a student union support the Palestinian cause? - Understanding people power - Power mapping - Spectrum of allies - Act recruit train cycle - Scenario simulation
Next Steps	- N/A

Meeting, Date	Daily Executive Committee Check-ins, July 8th from 9:00AM - 9:30AM
Parties Attending	Executive Committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what folks are working on and where they need support
Summary and Outcome	<ul style="list-style-type: none"> - What did you work on yesterday? - What are you working on today? - Are there any areas where you need support?
Next Steps	- Complete action items and meetings for the day

Meeting, Date	Issues Policies - July, July 8th from 10:00AM - 10:30AM
Parties Attending	Serena Bains, Jess Dela Cruz, Nim, Akum Sidhu, Almas Phangura, Corbett, Gabe Liosis, Marie Haddad, Matthew Provost, Priyanka Dhesa
Meeting Length (Hrs)	0.5 hours
Reason	To go over the issues policies for the month
Summary and Outcome	<ul style="list-style-type: none"> - Went over all of the issues policies for the month - Read through the other issues policies to see if there's any necessary edits - Received a presentation about issues policies <ul style="list-style-type: none"> - What is an issues policy? - What IP's do we currently have? - What is an IP composed of? - Links
Next Steps	<ul style="list-style-type: none"> - Go over existing issues policies - Start issues policies for this month

Meeting, Date	OOO Hiring Committee, July 8th from 11:30AM - 12:00PM
Parties Attending	Serena Bains, Marie Haddad, Shelley Durante, Araba
Meeting Length (Hrs)	0.5 hour
Reason	To go over the process for the hiring committee
Summary and Outcome	<ul style="list-style-type: none"> - Our availability <ul style="list-style-type: none"> - One interview - Three weeks of availability - Timeline - Who will be contacting/calling, who will do reference checks? - Interview and reference questions
Next Steps	<ul style="list-style-type: none"> - Action items in document

Meeting, Date	ToSS, July 8th from 1:00PM - 2:00PM
Parties Attending	Serena Bains, Mona Mehdizadeh, Ruben Munoz, Reese Muntean, Zohre, Rahil Adeli, Katie Gravestock, Alexandra Wesolek
Meeting Length (Hrs)	1 hour
Reason	To discuss any items that are relevant to all the student societies
Summary and Outcome	<ul style="list-style-type: none"> - Updates from the SFSS, GSS, TSSU, SFPIRG

	<ul style="list-style-type: none"> - Working on drafting a letter to the ministry of education regarding health and safety - Updates from the Access for All campaign <ul style="list-style-type: none"> - Got pushed back because we didn't get to it at the Council meeting - Going back to pre-COVID cleaning - Not hiring any new cleaning staff - Would be good to pressure the province instead - Ending security culture on campus - Solidarity with Indigenous folks seeking justice for residential schools - Re-imagining security on campus - Providing a presentation to TSSU GM about the steering committee on community engagement
Next Steps	- N/A

Meeting, Date	Senate Committee on Undergraduate Studies, July 8th from 2:30PM - 4:30PM
Parties Attending	Serena Bains, Elizabeth Elle, Tom Nault, Meghan Crouch, Ed Park, Lara Campbell, Kamal Masri, Philippe Pasquier, Margaret MacDonald, Paul Kingsbury, Nienke van Houten, David Hik, Alisa Kandikova, Abhishek Parmar, Jill Sutherland, Kris Nordgren, Rosa Balletta
Meeting Length (Hrs)	2 hours
Reason	To discuss any items to do with undergraduate studies
Summary and Outcome	<ul style="list-style-type: none"> - Full program proposal for the Bachelor of Applied Science in Sustainable Energy Engineering (Honours) (SCUP) - Description and prerequisite changes for MSE 300 - Prerequisite change for MSE 411 and 498 - Unit change for EVSC 201W - Prerequisite change for EVSC 305 - Prerequisite changes for SD 381, 481 and PLAN 300, 302, 400, 406, 408, 443 - Prerequisite change for BISC 435 - Title and description change for BPK 303 - New course proposals <ul style="list-style-type: none"> - SEE 498 and SEE 499 - Description, upper and lower division requirement changes for the environmental science major and honours - Grading practices at SFU - Future SCUS meetings - Contract cheating - Policy committee
Next Steps	- N/A

Meeting, Date	Hillel event - Ask me I'm a Jew, July 8th from 5:00PM - 6:00PM
Parties Attending	Serena Bains, Katia Fermon, Hollis Schmidt, Almas Phangura, Corbett Gildersleve,

	Giovanni HoSang, Micaela Bilot, Jacob Caine, Jess Dela Cruz, Sara, Lindsay Kerr
Meeting Length (Hrs)	1 hour
Reason	To learn more about Judaism and Jewish people, practices and ways of being
Summary and Outcome	- Q&A with folks from Hillel
Next Steps	- N/A

Meeting, Date	TSSU/GSS/SFSS Survey, July 8th from 6:00PM - 6:30PM
Parties Attending	Serena Bains, Beth Maschmann, Diana Montes de Oca
Meeting Length (Hrs)	0.5 hours
Reason	To discuss the release of the survey and timeline
Summary and Outcome	<ul style="list-style-type: none"> - What date should we release the survey - Could be open for two weeks, with one week of promotion - For data analytics we could use the data from survey monkey - The survey will be open until the 19th - 30th
Next Steps	- Send an email to the group about the SFSS' plans to promote, through email and social media ask TSSU and GSS to do the same

Meeting, Date	Mobilizing Student Power Workshop, July 8th from 6:30PM - 8:30PM
Parties Attending	Serena Bains, WeiChun Kua, Giovanni HoSang, Abby Herd, Ada, Almas Phangura, Asmaa, Balqees Jama, Chantel Lee, Gabby Doebeli, Gurleen Aujla, Holly, Hussein Hage, Jasmine Khera, Marie Haddad, Michelle Marcus, Narges Bastan, Paige Hunter, Parsa, Rachel Cheang, Salwa, Sarah Salloum, Osob Mohamed
Meeting Length (Hrs)	2 hours
Reason	To learn more about mobilizing student power and organizing
Summary and Outcome	<ul style="list-style-type: none"> - Introduction to the facilitators - Story-telling - Results and impacts <ul style="list-style-type: none"> - SFSS Council <ul style="list-style-type: none"> - Save our Spaces campaign - Climate strike and declaration - Bylaw overhaul - COVID-19 support - SFU Senate <ul style="list-style-type: none"> - Black faculty and student supports - Pass/credit/no credit grading scheme - More student representation for students

	<ul style="list-style-type: none"> - SFU Admin and student services <ul style="list-style-type: none"> - SFU VPPEI - Equity-based mental health support - SFU Safety and risk services review - Grassroots organizing <ul style="list-style-type: none"> - Athletics name change campaign - Black spaces matter - Tuition freeze now - How do we take up space and win? <ul style="list-style-type: none"> - Especially spaces meant to exclude us - Identifying allies - Power mapping - Leveraging allyship to make demands <ul style="list-style-type: none"> - How can your allies help to garner widespread support and shift the Overton Window - How can you work with allies to get into spaces that you typically wouldn't reach before? - How can your allies put pressure on decision makers and also to help you pass decisions in alignment with your shared values in spaces you take up? - Campaigns, training, retreats, and building morale - Defining the campaign <ul style="list-style-type: none"> - Establish goals - Establish values - Onboard allies through charter of values and organizing principles - Co-create community guidelines and create a culture of calling in people when broken - Have continuous training on the campaign - Building campaign support <ul style="list-style-type: none"> - Organizing bank - Petitions and open letters - Email templates - Event-driven rally templates - Campaign plans <ul style="list-style-type: none"> - Goals - How are we going to meet these goals? - Timeline - Task list - What from here? <ul style="list-style-type: none"> - Define your campaign - Break things down to simple pieces - Map the power bases and identify allies - Mobilize general students and supports - Turn allies into organizers - Build coalitions and amplify grassroots
Next Steps	- N/A

Meeting, Date	Daily Executive Committee Check-ins, July 9th from 9:00AM - 9:30AM
Parties Attending	Serena Bains, Corbett Gildersleve

Meeting Length (Hrs)	0.5 hours
Reason	To know what folks are working on and where they need support
Summary and Outcome	<ul style="list-style-type: none"> - What did you work on yesterday? - What are you working on today? - Are there any areas where you need support?
Next Steps	<ul style="list-style-type: none"> - Complete action items and meetings for the day

Meeting, Date	University and Academic Affairs Committee, July 9th from 9:30AM - 11:00AM
Parties Attending	Serena Bains, Kashish Mehta, Priyanka Dhesa, Tiffany Liu, Gwen Bui, Christina Kachkarova, Sara Aristizabal
Meeting Length (Hrs)	1.5 hours
Reason	To discuss anything to do with the university and academics
Summary and Outcome	<ul style="list-style-type: none"> - Went over the last two years' exit reports for UAA - Discussed the accessible course practices going to Council on Wednesday - Senate is trying to encourage professors to record, but there is no way to tell people they have to because of academic freedom - Hopefully not for just the next semester, but for the long-term - PSU is in full support of this - Professors may be worried about engagement and whether students would show up if lectures are recorded - But for a lot of classes it's always recorded
Next Steps	<ul style="list-style-type: none"> - Remember to add SFU's grading policies to survey - Reach out to Kevin about coming to UAA - How to reduce costs of course materials and incentivize OER - Look into residential tenancy act - Ask WCC and OOC about menstrual products initiative - Submit a motion for Vice-Chair at next meeting

Meeting, Date	Protests in Colombia Working Group, July 9th from 12:00PM - 1:00PM
Parties Attending	Serena Bains, Ruben Munoz, Sara Aristizabal, Jeremy Felix, Marie Haddad
Meeting Length (Hrs)	1 hour
Reason	To complete drafting the letter to the federal and provincial government
Summary and Outcome	<ul style="list-style-type: none"> - Read through the letter - Edited, added a conclusion, added references to the letter - Discussed potential next steps and timeline
Next Steps	<ul style="list-style-type: none"> - Complete drafting the letter

	- Send letter and resources to Council
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Meeting, Date	AVP UAA Weekly Check-In, July 9th from 1:00PM - 1:30PM
Parties Attending	Serena Bains, Priyanka Dhesa
Meeting Length (Hrs)	0.5 hours
Reason	To discuss what work was done last week and any areas where folks need support
Summary and Outcome	<ul style="list-style-type: none"> - Went through both surveys - Created the scope for the undergraduate survey - Talked about creating a working session
Next Steps	- Set up working session

Meeting, Date	Panel prep: no cops on campus, July 9th from 7:00PM - 8:00PM
Parties Attending	Serena Bains, Balqees Jama, Fegor, Ciara, Osob Mohamed, Giovanni Hosang, Gabby Doebeli
Meeting Length (Hrs)	1 hour
Reason	To discuss the event and any areas where people need support
Summary and Outcome	<ul style="list-style-type: none"> - Went through tech and the way the panel will go - Went over what we all want to speak about based on the questions provided to us - Discussed anything that we need to feel safe and supported at the panel
Next Steps	- Prepare for the event

Meeting, Date	SFPIRG No cops on campus: imagining police-free universities and colleges, July 10th from 10:00AM - 5:00PM
Parties Attending	Serena Bains, Susan, Gillian, Lisz, Seraphine, Kalamity, Athena, Gabby Doebeli, Matty, Alex McLean, Alexandra Wesolek, Aliyah Ali, Bahar, Hema, Larissa, Naomi Joyce, Sam, Tom, Trina Prince, WeiChun Kua
Meeting Length (Hrs)	7 hours
Reason	To learn more about the history of cops on campus and how to organize for police-free universities and colleges
Summary and Outcome	<ul style="list-style-type: none"> - Introduction and context setting <ul style="list-style-type: none"> - Introduction to the event series - Going through today's agenda - Housekeeping items

	<ul style="list-style-type: none"> - Opening round exercises - Setting the context for our conversation - Mapping governance through violence at universities and at SFU - Panel of student organizers - Visioning and demands brainstorming session led by the TSSU
Next Steps	- N/A

Meeting, Date	Daily Executive Committee Check-ins, July 12th from 9:00AM - 9:30AM
Parties Attending	Executive Committee members
Meeting Length (Hrs)	0.5 hours
Reason	To know what folks are working on and where they need support
Summary and Outcome	<ul style="list-style-type: none"> - What did you work on yesterday? - What are you working on today? - Are there any areas where you need support?
Next Steps	- Complete action items and meetings for the day

Meeting, Date	Prep for SS and SFSS follow-up meeting, July 12th from 12:00PM - 1:00PM
Parties Attending	Serena Bains, Gabe Liosis, Matthew Provost, Emmanuela Droko, Jess Dela Cruz, Corbett Gildersleve, Marie Haddad
Meeting Length (Hrs)	1 hour
Reason	To prepare for the meeting with student services
Summary and Outcome	<ul style="list-style-type: none"> - Transparency, community consultation, psychiatry at HCS, racially sensitive cultural care - GP 26, CAL, - On campus COVID-19 rapid testing, having an accessible place for students to get their second vaccine - Who works at student services that we can work with? - Funding for students during COVID, additional bursaries and student funding in general - WE and WD processes
Next Steps	- N/A

Meeting, Date	JOG subcommittee - return to campus planning, July 12th from 1:00PM - 2:00PM
Parties Attending	Serena Bains, Erin Biddlecombe, Sean McKenna, Karin Kosarzova, Reese Muntean, Katrina Trinidad, Tracey Mason-Innes, Samer Rihani, Ruben Munoz, Pierre Cenerelli,

	Hafsa Sadiq, Steve Birnie
Meeting Length (Hrs)	1 hour
Reason	To discuss any items to do with return to campus
Summary and Outcome	<ul style="list-style-type: none"> - Going through communications <ul style="list-style-type: none"> - Will remind students of the financial aid available to them - Return to campus website - Student accommodations at the university <ul style="list-style-type: none"> - GP 26 and GP 18 - Need to be aware of family status, religious beliefs, etc. - GP 26 is narrow in scope and limited - Academic concession is more flexible - Why is there a gap between CAL registrants and disabled students? <ul style="list-style-type: none"> - Reputation - Language around disability, when not everyone identifies as disabled - Documentation - Loopholes, explain what's available to students in terms of interim accommodations, physicians filling out forms - Creating an academic concessions working group - If international students are fully vaccinated they don't have to isolate
Next Steps	- N/A

Meeting, Date	Brief Chat - Provincial Budget 2022 Consultation, July 12th from 2:30PM - 3:00PM
Parties Attending	Serena Bains, Ella Droko, Gabe Liosis, Matt Provost
Meeting Length (Hrs)	0.5 hours
Reason	To discuss an email we received about provincial budget consultation
Summary and Outcome	<ul style="list-style-type: none"> - Budget day happens on the fourth day of every February - The process would include the following: <ul style="list-style-type: none"> - Presenting to the committee - Send written, video or audio comments - Complete a survey - Went through the protocols and timeline - Could bring it up to ECAC as a discussion item
Next Steps	- Read the resources Ella provided

Meeting, Date	Corporatization of universities 101, July 12th from 5:00PM - 6:00PM
Parties Attending	Serena Bains, Rachel Cheang, Abby Herd, Sarah Salloum, WeiChun Kua, Chantel Lee, Holly, Jasmine Khera, Katie Rattray, Lisa Besnier, Marie Haddad, Michelle Marcus, Michelle Xie, Samuel Munn, Sarah Zwiép

Meeting Length (Hrs)	1 hour
Reason	To learn more about the corporatization of universities
Summary and Outcome	<ul style="list-style-type: none"> - Defining neoliberalism <ul style="list-style-type: none"> - Seen as something what would increase freedom of choice - Neoliberalism and the university - Corporatization as a phenomena of neoliberalism <ul style="list-style-type: none"> - When a public entity acts and performs like a profit-making business - How does corporatization show up in our universities? <ul style="list-style-type: none"> - Executive style of management - Lack of scrutiny and transparency in unchecked decision making - Danger of corporatization <ul style="list-style-type: none"> - The normalization of universities acting as corporations where people are taught to be better consumers and creators of capital
Next Steps	<ul style="list-style-type: none"> - Ask WeiChun to send slides

Meeting, Date	Executive Committee Development Session, July 13th from 10:00AM - 12:00PM
Parties Attending	Serena Bains, Marie Haddad, Gabe Liosis, Matthew Provost, Corbett Gildersleve, Almas Phangura
Meeting Length (Hrs)	2 hours
Reason	To discuss and catch up on any items to do with the Executive Committee
Summary and Outcome	<ul style="list-style-type: none"> - Went through the agenda for Council - Went through the SFSS SUB opening plan - Discussed potential COVID protocols - Speaking about development sessions
Next Steps	<ul style="list-style-type: none"> - N/A

Meeting, Date	OOO Program Assistant Hiring Committee, July 13th from 12:00PM - 1:00PM
Parties Attending	Serena Bains, Marie Haddad, Shelley Durante, Araba
Meeting Length (Hrs)	1 hour
Reason	To finalize candidates and interview questions
Summary and Outcome	<ul style="list-style-type: none"> - Finalized top five candidates - Discussed the point system for interviews - Shelley to organize a spreadsheet - Went through potential questions for interviews and decided on a final set and order of questions - Created an order and structure for interviews - Shelley will create a Zoom room for the interviews

Next Steps	- N/A
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Meeting, Date	Student services and SFSS follow-up, July 13th from 3:00PM - 4:00PM
Parties Attending	Serena Bains, Marie Haddad, Gabe Liosis, Matthew Provost, Corbett Gildersleve, Jess Dela Cruz, Priyanka Dhesa, Erin Biddlecombe, Tracey Mason-Innes
Meeting Length (Hrs)	1 hour
Reason	To follow up on our last meeting and discuss any items to do with student services
Summary and Outcome	<ul style="list-style-type: none"> - Going over what student services are working on currently - Bring up greater Indigenous students supports at academic concession working group
Next Steps	<ul style="list-style-type: none"> - Follow up with Erin about DNA having seats on the search committees for new hires for CAL - Email Martin about consulting for new hires, getting more diverse people - Add Matt and Marie to academic concessions working group

Meeting, Date	TSSU GM - Safety Update, July 14th from 11:00AM - 11:30AM
Parties Attending	Serena Bains, Tiara Cash, Hafsa Sadiq, Marie Haddad
Meeting Length (Hrs)	0.5 hours
Reason	To discuss presenting to the TSSU GM about the steering committee on personal safety
Summary and Outcome	<ul style="list-style-type: none"> - To create a collective in house in time for September and come to the SFU administration with the work done, so they don't have to do any consultation and hopefully receive compensation for our labour - They never talked about what happened in December in another group that Katie was in - They keep asking students for help and support, but they're not listening and they're being anti-Black as well - Creating consultation, focusing on students and student groups - How would we provide compensation for folks that we're consulting? <ul style="list-style-type: none"> - Don't necessarily want to use SFSS and GSS funds when this is work that SFU is supposed to be doing - Could talk to an SFU admin that we trust instead and ask that SFU provides compensation - Involve different equity seeking groups
Next Steps	- Follow-up with folks in gc

Meeting, Date	AVP UAA Weekly Check-In, July 14th from 11:30AM - 12:00PM
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Parties Attending	Serena Bains, Priyanka Dhesea
Meeting Length (Hrs)	0.5 hours
Reason	To discuss any work that was done last week and any areas that need support
Summary and Outcome	<ul style="list-style-type: none"> - Went through the HCS section of the undergraduate survey <ul style="list-style-type: none"> - Kept the short answer optional - Going through whether specific questions need follow up - Remaining survey sections <ul style="list-style-type: none"> - Indigenous students - Financial aid - Student life - Academic accommodations and concessions - Should move WE out into a separate survey if this survey gets too long
Next Steps	<ul style="list-style-type: none"> - Schedule working session with everyone - Send Priyanka OER survey data - Send email to FNSA and Matt about survey

Meeting, Date	Administrative Assistant Hiring Committee, July 14th from 12:00PM - 1:00PM
Parties Attending	Serena Bains, Akum Sidhu, Somayeh Naseri, Nancy Mah
Meeting Length (Hrs)	1 hour
Reason	To start the process of the administrative assistant hiring committee
Summary and Outcome	<ul style="list-style-type: none"> - Went through all of the candidates on collage - Finalized a top five of candidates - Discussed process and timeline - Went over some potential interview questions - Will call folks to finalize interview times
Next Steps	<ul style="list-style-type: none"> - Send out when2meets for next meeting time and interview holds - Call candidates confirming interview times

Meeting, Date	Introductory meeting with Catherine Dauvergne, July 14th from 1:00PM - 1:30PM
Parties Attending	Serena Bains, Catherine Dauvergne
Meeting Length (Hrs)	0.5 hours
Reason	To get an understanding of how we can work together and any ongoing initiatives
Summary and Outcome	<ul style="list-style-type: none"> - Been here for eight months - Return to campus, no precedent - Dean searches and dean renewals, students needed on all of these committees

	<ul style="list-style-type: none"> - Health Sciences - Applied sciences - Social sciences - Faculty relations - Developing the medical school proposal, will work on a committee for the medical school, would like to have students on this committee - Structuring a new leadership program for Indigenous affairs at SFU <ul style="list-style-type: none"> - Has a couple of undergraduate and graduate students, staff from ISCO and the Office of Aboriginal Peoples - Sits on the Aboriginal steering committee - No more doctors notes
Next Steps	- N/A

Meeting, Date	BFHC and SFSS, July 14th from 2:30PM - 3:00PM
Parties Attending	Serena Bains, Tara Flynn, Cierra Johal
Meeting Length (Hrs)	0.5 hours
Reason	To discuss updates regarding the Burnaby Food Hub Collective
Summary and Outcome	<ul style="list-style-type: none"> - Burnaby primary care network <ul style="list-style-type: none"> - Organization started by physicians, in the city of Burnaby, particularly well organized - Approached about having a free fridge on campus - Have a no questions asked fridge - Can't take home cooked meals, leftovers - There's a free fridge outside of Metrotown - Had a meeting with Embark who were thinking of having a free fridge already <ul style="list-style-type: none"> - Space in Embark's space in the SUB - Asking if the SFSS would be willing to support this program - Would need assistant for volunteers to make sure it's stocked and clean and to remove items that shouldn't be in there - Need help with communications as well - Currently applying to be a community member with Greater Vancouver Food Bank - Nesters is willing to donate food as well - Tara will send the collateral and all of the information that she has
Next Steps	<ul style="list-style-type: none"> - Bring it to EC and Council about supporting this - Think about culturally relevant foods, ask SOCA what they think about it

Meeting, Date	JOG Prep, July 14th from 3:30PM - 4:00PM
Parties Attending	Serena Bains, Gabe Liosis
Meeting Length (Hrs)	0.5 hours

Reason	To prepare for the Joint Operations Group meeting
Summary and Outcome	<ul style="list-style-type: none"> - Went over the agenda - Added any notes for what we want to speak about - Assigned each topic to a person
Next Steps	- N/A

Meeting, Date	Council Meeting, July 14th from 4:30PM - 9:30PM
Parties Attending	Council members, SFSS staff
Meeting Length (Hrs)	5 hours
Reason	To discuss any items to do with the SFSS and the community at large
Summary and Outcome	<ul style="list-style-type: none"> - Reports from the committees <ul style="list-style-type: none"> - Executive Committee - SUB opening working group - Student union building opening date <ul style="list-style-type: none"> - Motion carried - SFSS supports in-person events <ul style="list-style-type: none"> - Motion carried - Staff training line item increased <ul style="list-style-type: none"> - Motion carried - First year engagement committee appointment <ul style="list-style-type: none"> - Motion carried - Member services advisory committee appointment <ul style="list-style-type: none"> - Motion carried - Accessible course practices <ul style="list-style-type: none"> - Motion carried - Support for UniteHere Local 40 Hilton Metrotown lockout <ul style="list-style-type: none"> - Motion carried - Protests in Colombia letter <ul style="list-style-type: none"> - Motion carried - Student outreach working group <ul style="list-style-type: none"> - Motion carried - Strategic planning working group <ul style="list-style-type: none"> - Motion carried - September plans: council member groups <ul style="list-style-type: none"> - Discussion item postponed - Council development sessions <ul style="list-style-type: none"> - Discussion item postponed - Notice of motion for course materials issues policy
Next Steps	- N/A

Meeting, Date	OOO Program Assistant Interview #1, July 15th from 9:00AM - 10:30AM
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Parties Attending	Serena Bains, Marie Haddad, Araba, Shelley Durante
Meeting Length (Hrs)	1.5 hours
Reason	To interview the first candidate for this position
Summary and Outcome	<ul style="list-style-type: none"> - Went through the interview - Rated the answers to the questions
Next Steps	- N/A

Meeting, Date	Joint Operations Group, July 15th from 1:00PM - 2:30PM
Parties Attending	Serena Bains, Marie Haddad, Gabe Liosis, Erin Biddlecombe,
Meeting Length (Hrs)	1.5 hours
Reason	To discuss anything to do with the university at large
Summary and Outcome	<ul style="list-style-type: none"> - Updates from the SFSS and GSS <ul style="list-style-type: none"> - SFSS: SUB will be open to the SFU community on August 23rd - GSS: provincial budget consultation - Enrollment updates and financial implications <ul style="list-style-type: none"> - Enrollment increased by 500 students - Most students are selecting in-person courses - Race-based data is still something they are working on - Meet and greet Surrey Director - Dina Shafey <ul style="list-style-type: none"> - Previously worked on strategic enrollment planning - Starting new position on August 30th - Is available to meet before then - International students survey <ul style="list-style-type: none"> - Most students are outside of Canada - 1131 were added to the reserve seat list - Fall return to campus and space utilization - Steering committee on safety consultation
Next Steps	- N/A

Total Meeting Hours	62
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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	Answering emails, messages, notion items, work reports, writing and submitting motions for Council
Total Time (Hrs)	July 1st - 3 hours

	July 2nd - 1 hour July 5th - 3.5 hours July 6th - 3 hours July 7th - 0.5 hours July 8th - 3 hours July 9th - 2.5 hours July 10th - 1 hour July 11th - 1 hour July 12th - 3 hours July 13th - 1 hour July 14th - 1.5 hours
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Total Admin Hours	24
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Total Hours	86
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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	Members of the Executive Committee
Meeting Length (Hrs)	- 8 x 30 minute sessions TOTAL = 4.0
Reason	The Executive Committee has Check-Ins every morning at 9am to discuss actions items and to-dos for the day.
Summary and Outcome	- Changes day-to-day
Next Steps	- Changes day-to-day

Meeting, Date	Executive Committee, 7/6/21
Parties Attending	SFSS Exec
Meeting Length (Hrs)	2 hr
Reason	Scheduled Meeting
Summary and Outcome	<p>Presentation:</p> <ul style="list-style-type: none"> - Scott Road Rapidbus <p>Report from HR & Personnel Committee</p> <p>New Business:</p> <ul style="list-style-type: none"> - Appointed Corbett Gildersleve & Ella (Board Organizer) to the Administrative Hiring Committee - Appointed Corbett Gildersleve as acting Staff Liaison Office while Gabe Liosis is on Leave of Absence - Appointed Ayesha (Operations Organizer) as alternate employer rep on the Building Coordinator Hiring Committee <p>Discussion Items:</p> <ul style="list-style-type: none"> - Hiring Committee Updates - SUB Access Guidelines and Updates - Updates on Strategic Planning - Staff Training Budget Increase
Next Steps	n/a

Meeting, Date	Council Dev Session, 7/7/21
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Parties Attending	SFSS Council
Meeting Length (Hrs)	4 hr
Reason	Bi-weekly scheduled session
Summary and Outcome	This weeks development session included: <ul style="list-style-type: none"> - Part (1): Session from the IJV on Israeli Occupation of Palestine <ul style="list-style-type: none"> - Workshop and information and then an hour Q/A - Part (2): Campaigning and Organizing with Batul <ul style="list-style-type: none"> - Small exercises on campaigning and breaking down informations and introduction on key points to campaigning
Next Steps	n/a

Meeting, Date	Issue Policy Planning, 7/8/21
Parties Attending	SFSS Exec
Meeting Length (Hrs)	30 min
Reason	Scheduled Meeting
Summary and Outcome	SFSS Execs and AVP's went through the informal plan for this years Issues Policies, checked in where folks are at and delegation to ensure that we are on time to complete
Next Steps	n/a

Meeting, Date	In-Person Event Guidelines
Parties Attending	SFSS Exec: Gabe Liosis, Jess Dela Cruz Society Staff
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting
Summary and Outcome	We met to get started on COVID guidelines for Clubs and DSUs to have in person events, we informally brainstormed expectations as well as followed the Provincial Health Orders to guide what we need in order to have in person events happen
Next Steps	n/a

Meeting, Date	Prep for Student Services & SFSS Meeting, 7/12/21
Parties Attending	SFSS Exec
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting

Summary and Outcome	SFSS Execs will be meeting with Tracey Mason-Innes, Rummana Khan Hemanni, and Erin Biddlecombe from SFU Student Services <ul style="list-style-type: none"> - We discussed points of what we want to bring up and goals for our meeting since it is only an hour
Next Steps	n/a

Meeting, Date	Policy, Research & Community Affairs Orientation, 7/12/21
Parties Attending	SFSS Exec
Meeting Length (Hrs)	30 min
Reason	Scheduled Meeting
Summary and Outcome	Met with our new PRCA-C Beaty and introductions and my role specifically for areas of support as well as goals to work together on collaboratively this year
Next Steps	n/a

Meeting, Date	Provincial Budget 2022 Consultation, 7/12/21
Parties Attending	SFSS Exec: Gabe Liosis, Serena Bains Society Staff: Ella
Meeting Length (Hrs)	30 min
Reason	Scheduled Meeting
Summary and Outcome	Met with Ella (Board Organizer), Gabe, and Serena to discuss the invitation to provide feedback on the Provincial budget <ul style="list-style-type: none"> - How we want to present out feedback - Planning for preparation as well as timeline
Next Steps	n/a

Meeting, Date	Student Debt Discussion w/ Jagmeet Singh, 7/12/21
Parties Attending	Students in the Burnaby area & Jagmeet Singh
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting
Summary and Outcome	Met with Jagmeet Singh to discuss student concerns and provide feedback for students who have been struggling. <ul style="list-style-type: none"> - I brought up cap for tuition for International students - Grants and programs to support BIPOC students in post-secondary - Long term support as well as more provincial support for students transitioning back to school this fall

Next Steps	n/a
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Meeting, Date	Indigenous Student Centre Director Consultation, 7/14/21
Parties Attending	Indigenous Students, ISC Staff, SFSS Execs
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting
Summary and Outcome	We were invited to provide feedback on the job description for the ISC director role, we went in to give our thoughts and provide community support on how we see this role supporting Indigenous students and community
Next Steps	n/a

Meeting, Date	Council Meeting, 7/14/21
Parties Attending	SFSS Council, Society Staff
Meeting Length (Hrs)	2.5 hr
Reason	Scheduled Meeting
Summary and Outcome	<p>Report for Executive Committee Report from Student Union Building Opening Working Group</p> <p>New Business:</p> <ul style="list-style-type: none"> - Student Union Building Opening Date <ul style="list-style-type: none"> - Council set the opening date for August 23rd 2021 for public access - Approved - SFSS Support In-Person Events <ul style="list-style-type: none"> - Council support Clubs, Students Unions & Constituency Groups to have and host in-person events that align with Public Health Orders - Executive Committee and Member Services Coordinators create and approve In-Person Event Guidelines and Protocols - Approved - Staff Training Line Item Increase <ul style="list-style-type: none"> - Council supports the increase of the line item for staff training to further allow staff to receive adequate training and support - Increase from \$2500 to \$20,000 for internally externally facilitate sessions - Approved - First Year Engagement Committee Appointment <ul style="list-style-type: none"> - Appointed Sarah R. - Approved <p>*after this portion I left due to family related circumstances*</p>
Next Steps	

Meeting, Date	In Person Events Guidelines, 7/15/21
Parties Attending	SFSS Exec: Jess Dela Cruz (VP Events) Society Staff
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting
Summary and Outcome	Follow up meeting regarding In person event guidelines <ul style="list-style-type: none"> - Continued discussion from our last meeting - Outlined protocols and will be formalizing them as a document that will be sent out and expected for Clubs, DSU's, Constituency groups to fill out until Aug 23rd.
Next Steps	n/a

Meeting, Date	United Way Meeting, 7//15/21
Parties Attending	SFU United Way
Meeting Length (Hrs)	30 min
Reason	Scheduled Meeting
Summary and Outcome	This is an annual campaign that SFU Supports, a majority of how they drive this campaign comes from staff pay as a commitment to support United Way. <ul style="list-style-type: none"> - Volunteer experience and opportunities - They are looking for donors - SFU is trying to raise \$100,000 for United way - This Campaign runs from the Fall to around March - SFU United Way is asking for Collaboration or campaign that is driven by SFSS, and percentage will go to United Way from our earnings from this specific event or campaign Last year they gave \$85,000 + and they will be sending a break down of total costs of where proceeds went to last year
Next Steps	Follow up meeting will be happening in august

Total Meeting Hours	19 hr
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Projects and Events

Project/Event Title	Campaigns & Mobilization Coordinator Hiring Committee
Updates and Upcoming	I will be leading this hiring committee and this is still ongoing:

Plans	<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>*Updates*</p> <ul style="list-style-type: none"> - Been finalizing short listed contacts and contacting for interviews - Marie has been supporting this aspect of the hiring process <p>Ongoing</p>
Relevant Strategic Priorities	HR & Personnel
Total Time (Hrs)	3 hr

Project/Event Title	Reconciliation Efforts
Updates and Upcoming Plans	<p>Advocating for Indigenous Student Supports for mental wellness during these times of mourning (i.e. unmarked graves and residential schools)</p> <ul style="list-style-type: none"> - Met with Indigenous student centre to see if support groups can be established to address trauma <p>*Updates*</p> <ul style="list-style-type: none"> - Following up with Host Nations and reaching out to community for supports - Advocacy and circulating informational mental wellness resources - Doing community 1 on 1 check ins and supports - Planning for Aboriginal Steering Committee (Special Meeting) -
Relevant Strategic Priorities	Student support
Total Time (Hrs)	5 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> <p>*Updates*</p>

	<ul style="list-style-type: none"> - Held a meeting with Ella and Ayesha in moving forward for prepping in meeting development sessions for ECAC committee and at-large members - Building workshops in regards to lobbying, campaigning, public speaking <p>*Ongoing*</p> <ul style="list-style-type: none"> - Planning and researching and going through my strategic plan
Relevant Strategic Priorities	Student engagement and support
Total Time (Hrs)	4 hr

Project/Event Title	Hillel Event - "Ask Me I'm a Jew"
Updates and Upcoming Plans	An open conversation about everything Jewish related.
Relevant Strategic Priorities	Student engagement.
Total Time (Hrs)	0.5 hrs

Total Project and Events Hours	12.5
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Committee Chair Work

Committee Name	External and Community Affairs
# of Meetings	0
Total Time (Hrs)	3
Summary	Planning and preparing to send out agenda and getting at-large members on the email list
Ongoing Projects	na
Relevant Strategic Priorities:	Student Advocacy and Engagement

Total Committee Hours	3
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Administrative Work

Summary	Emails, scheduling, prepping for committees and meetings, phone calls, check ins, work reports
Total Time (Hrs)	9 hr

Total Admin Hours	9
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TOTAL HOURS	43.5
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VP Events and Student Affairs Jess Dela Cruz

SFSS Execs:

- VP Events and Student Affairs - Jess Dela Cruz
- President - Gabe Liosis
- VP Internal and Organizational Development - Corbett Gildersleve
- VP Finances and Services - Almas Phangura
- VP University and Academic Affairs - Serena Bains
- VP External and Community Affairs - Matthew Provost
- VP Equity and Sustainability - Marie Haddad

AVP:

- AVP Events and Student Affairs - Akum Sidhu
- AVP University and Academic Affairs - Priyanka Dhesa

SFSS Staff:

- Member Services Coordinator, Clubs - Nancy Mah
- Member Services Coordinator, Clubs - Melanie Ling
- Member Services Coordinator, Events - Dipti Chavan
- Member Services Coordinator, Clubs - Ricky Che
- Operations Organizer - Ayesha Khan
- Board Organizer - Ella Droko
- Member Services, Clubs, Surrey - Shelley Durante
- Building Manager - John Walsh
- Women's Centre Coordinator - Athena Guertin
- Administrative Assistant - Somayeh Naseri
- Policy, Research, & Community Affairs Coordinator - Beaty Omboga

Meeting Summary and Comment

Meeting, Date	Daily Executive Check-In
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)	10 x 0.5 = 5 hrs
Reason	<ul style="list-style-type: none"> ● 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"> ● Various action items daily.
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Meeting, Date	SUB Opening Working Group, 07.02.21
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 Equity and Sustainability - Marie Haddad ● AVP Events and Student Affairs - Akum Sidhu ● Member Services Coordinator, Clubs - Nancy Mah ● Member Services Coordinator, Clubs - Melanie Ling ● Member Services Coordinator, Events - Dipti Chavan ● Operations Organizer - Ayesha Khan ● Board Organizer - Ella Droko ● Member Services, Clubs, Surrey - Shelley Durante ● Building Manager - John Walsh ●
Meeting Length (Hrs)	2 hrs
Reason	Scheduled meeting.
Summary and Outcome	Finish Sub-Group Presentations
Next Steps	<ul style="list-style-type: none"> ● Finalize Room Booking Policies (Shelley) ● Create In-Person Events List

Meeting, Date	Executive Committee Meeting, 07.06.21
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 Finances and Services - Almas Phangura ● VP University and Academic Affairs - Serena Bains ● VP External and Community Affairs - Matthew Provost ● VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	2 hrs
Reason	Scheduled bi-weekly meeting.
Summary and Outcome	<ul style="list-style-type: none"> ● Presentation from Translink on Scott Road Rapidbus

	<ul style="list-style-type: none"> ○ Consultation with stakeholders ● Report from Sub-Committees <ul style="list-style-type: none"> ○ From HR & Personnel Sub-Committee ○ Approved job description for Administrative Coordinator Position, Accessibility Coordinator, and Building Coordinator ● Administrative Coordinator Hiring Committee <ul style="list-style-type: none"> ○ Board Organizer Ella Droko and VP Internal Corbett Gildersleve ● VP Internal Corbett Gildersleve will serve as Acting Staff Liaison Officer from July 17-25 while President Gabe Liosis is on a leave of absence ● Operations Organizer Ayesha Khan is appointed as Alternate Employer Representative on the Building Coordinator Hiring Committee ● Hiring Committee Updates <ul style="list-style-type: none"> ○ Building Coordinator Hiring Committee <ul style="list-style-type: none"> ■ Short listing and interviews coming along ○ Out On Campus Hiring Committee <ul style="list-style-type: none"> ■ Hasn't met yet ○ Administrative Assistant Hiring Committee <ul style="list-style-type: none"> ■ Hasn't met yet ○ CAMC Hiring Committee <ul style="list-style-type: none"> ■ Candidates selected, need to do reachout for Interview Process ○ Women's Centre Hiring Committee <ul style="list-style-type: none"> ■ Short listing is done ■ Interview times are needed ● SFSS Emergency Action Plan <ul style="list-style-type: none"> ○ Submitted late - Postponed to next Executive Meeting so Executives have time to look at it ● Staff Training Budget Increase <ul style="list-style-type: none"> ○ Increase budget for Staff Training (anti-oppression training, differences between solidarity and allyship, we should be accommodating for companies who do this, needs to be brought to Council - reallocation to FASC) ● Strategic Planning for our next few years brought by Board Organizer, Ella Droko
Next Steps	<ul style="list-style-type: none"> ● Move through the next processes of Hiring Committees

Meeting, Date	SFSS Esports Meeting, 07.06.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● VP Internal and Organizational Development - Corbett Gildersleve ● Derian Chow ● Jennifer Seto ● Mark McLaughlin
Meeting Length (Hrs)	1 hr
Reason	SFSS x Esports for catchup
Summary and Outcome	<ul style="list-style-type: none"> ● Esports pitched ideas of what spaces they would like to expand Esports ● TBA if this is possible

Next Steps	<ul style="list-style-type: none"> ● Mark and Derian to reach out to Building Manager, John Walsh for tour of Forum Chambers
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Meeting, Date	Women's Centre Assistant Applicants Re-Group, 07.07.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● VP Equity and Sustainability - Marie Haddad ● Women's Centre Coordinator - Athena Guertin ● Administrative Assistant - Somayeh Naseri
Meeting Length (Hrs)	1 hr
Reason	<ul style="list-style-type: none"> ● Shortlisted our candidates ● Brainstorm interview questions
Summary and Outcome	
Next Steps	<ul style="list-style-type: none"> ● Meet again to finalize interview questions, contacting the selected candidates organizing Interview sheet

Meeting, Date	[SUB WG] Room Bookings, 07.07.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● Member Services Coordinator, Clubs - Melanie Ling ● Member Services, Clubs, Surrey - Shelley Durante
Meeting Length (Hrs)	30 mins
Reason	<ul style="list-style-type: none"> ● SUB Sub-Working Group meets ● I am chair of this Working Group
Summary and Outcome	<ul style="list-style-type: none"> ● Reviewed Room Booking Policies document (went over what we did not understand, what is unclear, what is concerning, what is no longer relevant, what needs to be updated, etc.)
Next Steps	<ul style="list-style-type: none"> ● Shelley to re-do document and bring draft to SUB WG, Room Bookings

Meeting, Date	Council Development Session, 07.07.21.
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 Finances and Services - Almas Phangura ● VP University and Academic Affairs - Serena Bains ● VP External and Community Affairs - Matthew Provost ● VP Equity and Sustainability - Marie Haddad ● AVP Events and Student Affairs - Akum Sidhu ● Majority of the Non-Executive Councillors ● Independent Jewish Voices

	<ul style="list-style-type: none"> ● Batul Gulamhusein
Meeting Length (Hrs)	<ul style="list-style-type: none"> ● 4 hrs
Reason	<ul style="list-style-type: none"> ● Scheduled bi-weekly Council Development Sessions
Summary and Outcome	<ul style="list-style-type: none"> ● Folks from IJV were providing more information on Free Palestine ● Batul helped run a session to talk about campaigning, mobilizing, our spectrum of allies, etc. and we went into breakout rooms to practices these scenarios
Next Steps	n/a

Meeting, Date	Meeting with Beedie Student Engagement & Development Office, 07.08.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● Manager, Student Engagement & Development Office - Naz Babaeipanah
Meeting Length (Hrs)	30 mins
Reason	To update SFU Beedie on what SFSS is planning to do for events, how to help make the Beedie student experience more equitable and inclusive
Summary and Outcome	<ul style="list-style-type: none"> ● I have a run down of the SFSS governing body and its structure, and how this impacts SFU Beedie Students on events they host (i.e. applying for grants) ● Update on SFSS side of planning for events (motion to be created soon to allow students to have in-person events) ● I encouraged Naz to relay the information to students that the events they host should be diverse and equitable (from who they invite to campus spaces, to have representation, to have no police invites, etc.) and shared with her our SFSS Issues Policies ● Pitched the idea that SFU Beedie students should have equity consulting
Next Steps	n/a

Meeting, Date	Issues Policy - July, 07.08.21.
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 ● AVP Events and Student Affairs - Akum Sidhu ● AVP University and Academic Affairs - Priyanka Dhesa
Meeting Length (Hrs)	30 mins
Reason	SFSS Executives plan to create progressive and equitable Issues Policies during our term.

Summary and Outcome	<ul style="list-style-type: none"> ● Reviewed the Issues Policies for the year and specifically focused on the month of July
Next Steps	<ul style="list-style-type: none"> ● Plan/Schedule Issues Policies ● Create the designated Issues Policies for this month: <ul style="list-style-type: none"> ○ Affordable Housing ○ Divestment ○ Accessible and Equitable Events

Meeting, Date	Creating the SUB Opening Plan SUB Working Group, Mini-Group Leads, 07.08.21.
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 ● Building Manager - John Walsh ● Operations Organizer - Ayesha Khan ● Board Organizer - Ella Droko ● VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	● 1 hr
Reason	● Carry over meeting of what we were unable to get through last meeting so we can finalize presentation to Council
Summary and Outcome	● Went over Services, Room Bookings, Events, COVID-19 Safety, Communications Plan, and Final Recommendations
Next Steps	● SUB WG Leads to fill in any missing information for the slides

Meeting, Date	In-Person Event Guidelines, 07.08.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● President - Gabe Liosis ● VP External and Community Affairs - Matthew Provost ● AVP Events and Student Affairs - Akum Sidhu ● Member Services Coordinator, Clubs - Nancy Mah ● Member Services Coordinator, Clubs - Melanie Ling ● Member Services Coordinator, Events - Dipti Chavan
Meeting Length (Hrs)	1 hr
Reason	● Creating an In-Person Event Guidelines so clubs/DSUs/Constituency Groups can safely open and plan In-Person events that the Provincial Health Orders are loosening up.
Summary and Outcome	<ul style="list-style-type: none"> ● We concluded that these guidelines will be for events happening before August 23rd for outdoor events and events external to the usage of the SUB ● Notable aspects to the guidelines: <ul style="list-style-type: none"> ○ Asking if the students are hosting an indoor or outdoor event

	<ul style="list-style-type: none"> ○ If they are at a external venue, to attach/link the venue's COVID-19 Protocols for events/capacity ○ How many guests are attending ○ What they will be required to have (masks, hand sanitizer, contact tracing list) - provided by the SFSS ○ Pick-up/Drop-off of required items and coordinating this with Staff
Next Steps	<ul style="list-style-type: none"> ● Jess to submit motion to Council Meeting for approval for these In-Person Events ● Re-group again next week to finalize document

Meeting, Date	SUB Opening Working Group, 07.09.21.
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 Finances and Services - Almas Phangura ● VP Equity and Sustainability - Marie Haddad ● AVP Events and Student Affairs - Akum Sidhu ● Member Services Coordinator, Clubs - Nancy Mah ● Member Services Coordinator, Clubs - Melanie Ling ● Member Services Coordinator, Events - Dipti Chavan ● Operations Organizer - Ayesha Khan ● Board Organizer - Ella Droko ● Member Services, Clubs, Surrey - Shelley Durante ● Building Manager - John Walsh
Meeting Length (Hrs)	2 hrs
Reason	Scheduled weekly meeting to help open the SUB.
Summary and Outcome	<ul style="list-style-type: none"> ● We clarified once more what we have to do
Next Steps	<ul style="list-style-type: none"> ● Finalize presentation ● Fill out powerpoint with missing information

Meeting, Date	Student Services & SFSS Prep Meeting, 07.12.21.
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 Finances and Services - Almas Phangura ● VP University and Academic Affairs - Serena Bains ● VP External and Community Affairs - Matthew Provost ● VP Equity and Sustainability - Marie Haddad ● Board Organizer - Ella Droko

Meeting Length (Hrs)	1 hr
Reason	To prepare for our meeting with Student Services.
Summary and Outcome	<ul style="list-style-type: none"> ● Questions and Discussion Items: <ul style="list-style-type: none"> ○ COVID Initiatives for the Fall Semester <ul style="list-style-type: none"> ■ Rapid Testing ■ Vaccination on campus ■ Bursaries ■ Grading: WD and WE ○ CAL ○ Health & Counselling ○ Hybrid System Follow-up ○ Ablution Room Follow-up ○ Long-Term services (culturally relevant services)
Next Steps	<ul style="list-style-type: none"> ● Attend meeting for later day

Meeting, Date	MSC Annual Report - Feedback Meeting, 07.12.21.
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)	30 mins
Reason	Corbett and I wanted to have feedback from our Staff on our MSC Annual Report
Summary and Outcome	<ul style="list-style-type: none"> ● Corbett and I presented/went through document and discussed our needs and expectations, but also wanted to hear from Staff on any areas that may be redundant with other reports they have, what other information they have to collect, what they didn't like/what can be improved
Next Steps	<ul style="list-style-type: none"> ● Set up more general meetings with Staff as a catch-up, this could be monthly ● Jess/Corbs to create into subsections and assign Staff ● Jess/Corbs to contact Ayesha/Gabe and see Staff reports

Meeting, Date	COVID Safety Plan Approach, 07.12.21.
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 ● Senior Director of Environmental Health and Security - Meldina ● Melanie Brown ● Graduate Student Society - Ruben
Meeting Length (Hrs)	0.5 hrs
Reason	SFSS and GSS to meet with folks from SFU to be updated on SFU's re-opening plan and

	what policies are in place to ensure health and safety
Summary and Outcome	<ul style="list-style-type: none"> ● Events are going to be available on campus under limited numbers ● Communicable plan to be released next week ● Work Safe BC to be updated training modules ● Self-Reporting system of safety concerns to continue ● Ensuring that faculty members don't ask for medical notes from students ● Rapid-testing inquiry (ran as a pilot and is scheduled to end at the end of July and will return when necessary, as cases are low right now and not a lot of students are using this services) ● Encouragement of masks - it will just be a personal choice ● Ancillary Services & Parking Services working with Translink for support for Covid safety ●
Next Steps	n/a

Meeting, Date	Executive Committee Developmental Sessions, 07.13.21.
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 Finances and Services - Almas Phangura ● 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 (the length I was able to stay)
Reason	Scheduled bi-weekly working sessions (alternate weeks of our Executive Committee meetings)
Summary and Outcome	<ul style="list-style-type: none"> ● Prep for meeting with Student Services ● Reviewed Council motions, attachments, and discussion items
Next Steps	n/a

Meeting, Date	Governance Committee, 07.13.21.
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 Equity and Sustainability - Marie Haddad ● GSWC Councillor ● Sustainable Energy Councillor ● Operations Organizer - Ayesha Khan ● Policy, Research, & Community Affairs Coordinator - Beaty Omboga
Meeting Length (Hrs)	● 1.5 hrs

Reason	<ul style="list-style-type: none"> ● Scheduled meeting for GOV Committee
Summary and Outcome	<ul style="list-style-type: none"> ● Corbett did a presentation of what our year will look like, projects we will be working on, etc. And, gave a summary of what last year's GOV Committee completed.
Next Steps	n/a

Meeting, Date	ISC Director Consultation, 07.14.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● President - Gabe Liosis ● VP External and Community Affairs - Matthew Provost ● VP Equity and Sustainability - Marie Haddad ● Kaylena Ryan - ISC Staff ● ISC Staff ● Other guests
Meeting Length (Hrs)	1 hr
Reason	<ul style="list-style-type: none"> ● ISC Reached out to us as BIPOC folks/SFSS Execs to provide input in the ISC Director Consultation
Summary and Outcome	<ul style="list-style-type: none"> ● Questions we went over: <ul style="list-style-type: none"> ○ What do you need from the Director, INSS? ○ What qualities, skills, and knowledge do you think the Director should possess? ○ What do Indigenous students need from the Director, INSS? ○ Who or what groups should be contacted for the selection committee?
Next Steps	n/a

Meeting, Date	Confidential Meeting, 07.14.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● President - Gabe Liosis ● Member Services Coordinator, Clubs - Nancy Mah ● Member Services Coordinator, Clubs - Melanie Ling ● Member Services Coordinator, Events - Dipti Chavan ● Member Services Coordinator, Clubs - Ricky Che ●
Meeting Length (Hrs)	30 mins
Reason	Confidential.

Summary and Outcome	Confidential.
Next Steps	Confidential.

Meeting, Date	In-Person Event Guidelines Follow-Up, 07.15.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● President - Gabe Liosis ● VP External and Community Affairs - Matthew Provost ● Member Services Coordinator, Clubs - Nancy Mah ● Member Services Coordinator, Clubs - Melanie Ling ● Member Services Coordinator, Events - Dipti Chavan
Meeting Length (Hrs)	1 hr
Reason	<ul style="list-style-type: none"> ● To finalize our in-person event guidelines
Summary and Outcome	<ul style="list-style-type: none"> ● Cleaned up document ● Went over more of the logistics of ordering supplies, pick-up/drop-off
Next Steps	<ul style="list-style-type: none"> ● Jess to submit WO for this to be available on website, Club Portal,

Meeting, Date	Women's Centre Hiring Committee, 07.15.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● VP Equity and Sustainability - Marie Haddad ● Women's Centre Coordinator - Athena Guertin ● Administrative Assistant - Somayeh Naseri
Meeting Length (Hrs)	1 hr
Reason	<ul style="list-style-type: none"> ● Part of the Hiring Committee process
Summary and Outcome	<ul style="list-style-type: none"> ● Finalize interview questions, reach out to candidates, fix interview matrix
Next Steps	<ul style="list-style-type: none"> ● Jess to reach out to candidates ● Marie to fix matrix and send calendar invites

Meeting, Date	The Caucus (SunWoo) & Jess Catch-Up, 07.15.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● The Caucus - SunWoo
Meeting Length (Hrs)	15 mins
Reason	<ul style="list-style-type: none"> ●

Summary and Outcome	<ul style="list-style-type: none"> ● SunWoo caught me up on the upcoming event with The Caucus and their speaker panel on #FreePalestine
Next Steps	<ul style="list-style-type: none"> ● SFSS to promote their event ● Jess to meet again with The Caucus to actively help plan

Meeting, Date	Community Vibrancy Plan - Advisory Group, 07.15.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● Various staff/faculty at SFU
Meeting Length (Hrs)	0.5 hrs (how long I could attend)
Reason	<ul style="list-style-type: none"> ● Scheduled consultation
Summary and Outcome	<ul style="list-style-type: none"> ● Discussed focus areas of campus, campus connection to nature, possible areas of engagement. ● *Lack of accessibility and lack of centering Indigenous People(s) in this creation of the "playbook"
Next Steps	<ul style="list-style-type: none"> ● n/a

Meeting, Date	Jess/Gabe Check-In, 07.16.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● President - Gabe Liosis
Meeting Length (Hrs)	0.5 hrs
Reason	<ul style="list-style-type: none"> ● I needed to update Gabe with what's been going on personally/work-related issues
Summary and Outcome	<ul style="list-style-type: none"> ● Confidential.
Next Steps	<ul style="list-style-type: none"> ● Jess to take leave of absence sometime before next semester.

Meeting, Date	Confidential Meeting, 07.16.21.
Parties Attending	<ul style="list-style-type: none"> ● VP Events and Student Affairs - Jess Dela Cruz ● Member Services Coordinator, Clubs - Nancy Mah ● Two students
Meeting Length (Hrs)	0.5 hrs (how long I could stay)
Reason	Confidential.
Summary and Outcome	Confidential.
Next Steps	Confidential.

Total Meeting Hours	30.5
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Projects and Events

Project/Event Title	Hillel Event - "Ask Me I'm a Jew"
Updates and Upcoming Plans	An open conversation about everything Jewish related.
Relevant Strategic Priorities	Student engagement.
Total Time (Hrs)	0.5 hrs

Total Project and Events Hours	0.5
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Committee Chair Work

Committee Name	Events & Student Affairs Committee (ESAC) Meeting, 07.05.21.
# of Meetings	1
Total Time (Hrs)	3
Summary	Prep Time for meeting, chairing of actual meeting (brainstorm of events, community guidelines, what to prep for the year)
Ongoing Projects	n/a
Relevant Strategic Priorities:	Student Engagement

Total Committee Hours	3 hrs
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Administrative Work



Council | SUB 3100
Simon Fraser University
8888 University Drive
Burnaby, BC V5A 1S6
sfss.ca

Summary	Emails, back/forth texting with Exec Committee, scheduling
Total Time (Hrs)	0.5 hrs x 14 days

Total Admin Hours	7 hrs
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VP Equity and Sustainability

Marie Haddad

Meeting Summary and Comments

Meeting, Date	SFSS x UBC SPHR July 1st
Parties Attending	SPHR, Marie Haddad
Meeting Length (Hrs)	2 hrs
Reason	Conversation about Palestinians Liberation and Coalition Building
Summary and Outcome	<ul style="list-style-type: none"> - Provided updates on what has occurred so far at the SFSS with bringing forth the Palestinian Liberation movement - Answer any questions folks had for strategizing and mobilizing
Next Steps	

Meeting, Date	Now What- How to be a good Ally to Indigenous Peoples? (1st July, 2021)
Parties Attending	Executive Committee Members, ISSU Members, Kimi King
Meeting Length (Hrs)	2 hrs
Reason	Indigenous Allyship Workshop
Summary and Outcome	<ul style="list-style-type: none"> ● Kimi King's (Kimi Haxton) introduction and some background on the issue ● Detour Spotting Joan Olson (phrases like "get over it", "I'm not racist", "Be happy with the land you got") ● Kimi's talk on dispossession, dependency and oppression ● Breakout room discussion on decolonization (what are some ways in which we can do our bit to help decolonise, suggestions from 4 members in the 4 breakout rooms, a bigger discussion in the main room about what our thoughts and ideas were). ● Closing comments about #Cancel Canada Day
Next Steps	

Meeting, Date	Daily Executive Committee Check-Ins July 2nd
Parties Attending	Executive Committee
Meeting Length (Hrs)	0.5 hr
Reason	<ul style="list-style-type: none"> ● 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"> ● Various action items daily.

Meeting, Date	Developmental Session Prep: IJV - Paul and Sid July 2nd
Parties Attending	Sid and Paul from IJV, Marie
Meeting Length (Hrs)	1 hr
Reason	Recruit for a Developmental Session
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the format and schedule of a developmental session - Discussed what topics should be covered <ul style="list-style-type: none"> - Sid and Paul suggested the history of the Palestinian region first
Next Steps	<ul style="list-style-type: none"> - Look over overview for tomorrow and make further comments if needed

Meeting, Date	SUB Opening Working Group July 2nd
Parties Attending	Gabe Liosis, Almas Phangura, Nancy, John Walsh, Corbett Gildersleve, Dipti, Ayesha Khan, Shelley Durante, Jess Dela Cruz, Julia
Meeting Length (Hrs)	2 hr
Reason	Student Union Building Opening Preparation
Summary and Outcome	<p>Agenda</p> <ul style="list-style-type: none"> ● Overview of the Prior Meeting ● Each Mini-Group presented what ideas they had brainstormed over the prior three weeks, and other members of the group had an opportunity to ask questions and comments.
Next Steps	<ul style="list-style-type: none"> ● Schedule a meeting with mini-groups leads to develop the actual draft SUB Opening Plan

Meeting, Date	Multi-faith Centre Meeting - Victor July 2nd
Parties Attending	Victor, Marie
Meeting Length (Hrs)	1 hr
Reason	For introductions and for relational building
Summary and Outcome	Discussed

	<ul style="list-style-type: none"> - New Prayer room locations - Advice for SFSS new prayer space - Concern about the human rights director role not being filled - Implications of the changed format of exams is that it may affect certain religious days and moments - Not many students know about the accommodation for exams within policy concerning religion - Further Issues about remarks a councillor made and how Jewish, Christian and Muslim students were uncomfortable with it
Next Steps	<ul style="list-style-type: none"> - Connect with Rachel - Given Gabe a tldr

Meeting, Date	Check-in With IJV - Sid and Paul July 3rd
Parties Attending	Sid, Marie, Paul
Meeting Length (Hrs)	1 hr
Reason	Developmental Session
Summary and Outcome	<ul style="list-style-type: none"> - Look through a brief overview of the presentation and recommended adjustments - Chatted about accessibility needs for the workshop
Next Steps	<ul style="list-style-type: none"> - Meet again to look over slides

Meeting, Date	Daily Executive Committee Check-ins July 5th
Parties Attending	Executive Team
Meeting Length (Hrs)	0.5 hr
Reason	<ul style="list-style-type: none"> ● 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"> ● Various action items daily.

Meeting, Date	SO x SFSS Meeting July 5th
Parties Attending	Serena Bains, Kim Thee, Ria Steele, Marie Haddad July 5th
Meeting Length (Hrs)	2 hrs
Reason	To discuss the relationship between the Sustainability Office and SFSS

Summary and Outcome	- Was asked to keep most of the content of this meeting between us
Next Steps	- Schedule the next meeting

Meeting, Date	Meeting With Catherine D: Senate Motions July 5th
Parties Attending	Gabe Liosis, Osob Mohamed, Catherine Dauvergne, Rummana Khan Hemani
Meeting Length (Hrs)	1 hr
Reason	Address next steps to a commitment made regarding hiring and funding for the Black community
Summary and Outcome	Addressed where we could take certain motions to the senate floor related to Scholarships and Hiring for Black Students and Faculty
Next Steps	N/A

Meeting, Date	Free Palestine Working Group July 5th
Parties Attending	Free Palestine WG Members
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Gave a 101 Introduction on what an Issues Policy is, its structure, format, what is needed in order to make one
Next Steps	- Begin research for the Issues Policy

Meeting, Date	Daily Executive Committee Check in July 6th 0.5 hr
Parties Attending	Executive Committee
Reason	<ul style="list-style-type: none"> ● 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"> ● Various action items daily.
	<ul style="list-style-type: none"> ●

Meeting, Date	Executive Committee Meeting July 6th
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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 Finances and Services - Almas Phangura ● VP University and Academic Affairs - Serena Bains ● VP External and Community Affairs - Matthew Provost ● VP Equity and Sustainability - Marie Haddad
Meeting Length (Hrs)	2 hrs
Reason	Scheduled bi-weekly meeting.
Summary and Outcome	<ul style="list-style-type: none"> ● Presentation from Translink on Scott Road Rapidbus <ul style="list-style-type: none"> ○ Consultation with stakeholders ● Report from Sub-Committees <ul style="list-style-type: none"> ○ From HR & Personnel Sub-Committee ○ Approved job description for Administrative Coordinator Position, Accessibility Coordinator, and Building Coordinator ● Administrative Coordinator Hiring Committee <ul style="list-style-type: none"> ○ Board Organizer Ella Droko and VP Internal Corbett Gildersleve ● VP Internal Corbett Gildersleve will serve as Acting Staff Liaison Officer from July 17-25 while President Gabe Liosis is on a leave of absence ● Operations Organizer Ayesha Khan is appointed as Alternate Employer Representative on the Building Coordinator Hiring Committee ● Hiring Committee Updates <ul style="list-style-type: none"> ○ Building Coordinator Hiring Committee <ul style="list-style-type: none"> ■ Short listing and interviews coming along ○ Out On Campus Hiring Committee <ul style="list-style-type: none"> ■ Hasn't met yet ○ Administrative Assistant Hiring Committee <ul style="list-style-type: none"> ■ Hasn't met yet ○ CAMC Hiring Committee <ul style="list-style-type: none"> ■ Candidates selected, need to do reachout for Interview Process ○ Women's Centre Hiring Committee <ul style="list-style-type: none"> ■ Short listing is done ■ Interview times are needed ● SFSS Emergency Action Plan <ul style="list-style-type: none"> ○ Submitted late - Postponed to next Executive Meeting so Executives have time to look at it ● Staff Training Budget Increase <ul style="list-style-type: none"> ○ Increase budget for Staff Training (anti-oppression training, differences between solidarity and allyship, we should be accommodating for companies who do this, needs to be brought to Council - reallocation to FASC) ● Strategic Planning for our next few years brought by Board Organizer, Ella Droko
Next Steps	
Meeting, Date	Runthrough with IJV - Sid and Paul July 6th

Parties Attending	Sid, Paul, Maire
Meeting Length (Hrs)	1.5 hrs
Reason	Council Development Session
Summary and Outcome	Did and practise round, helped with formatting the presentation and answered any questions that were needed for the council meeting
Next Steps	

Meeting, Date	Daily Executive Check in July 7th
Parties Attending	Executive Committee
Meeting Length (Hrs)	0.5 hr
Reason	<ul style="list-style-type: none"> 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"> Various action items daily.

Meeting, Date	Steering Committee for Community Engagement on Personal Safety, July 7th from 10:30AM - 11:30AM
Parties Attending	Serena Bains, Nav Purewall, Elodie Jacquet, Gwen Bird, Hafsa Sadiq, Am Johal, Andrea Ringrose, Araba, CJ Rowe, Keianna, Lisa Ogilvie, Marie Haddad, Mark LaLonde, Ronald Johnston, Soraya Elchehimi
Meeting Length (Hrs)	1 hour
Reason	To discuss personal safety on campus
Summary and Outcome	<ul style="list-style-type: none"> - This process is disingenuous and we already know what we have to do - We should go back to the previous scope of providing policy recommendations - We have already done the consultation and we need to move onto action
Next Steps	<ul style="list-style-type: none"> - Come up with next steps for this group

Meeting, Date	Women's Centre Assistant Applicant Meeting July 7th
Parties Attending	Jess Dela Cruz, Athena, Somaya, Marie

Meeting Length (Hrs)	1 hr
Reason	WC Assistant Hiring
Summary and Outcome	<ul style="list-style-type: none"> ● Shortlisted our candidates ● Brainstorm interview questions
Next Steps	<ul style="list-style-type: none"> ● Meet again to finalize interview questions, contacting the selected candidates organizing Interview sheet

Meeting, Date	Circular Economy Working Group Meeting July 7th
Parties Attending	Rita Steele, Working Group Members
Meeting Length (Hrs)	1.5 hrs
Reason	
Summary and Outcome	<p>Discussion regarding the further implementation of the circular economy “recycling” system, if students could be involved and if the SFSS would be a part too</p> <p>We discussed if the SUB would need recycled furniture too and we’ll have further conversations regarding this with John</p>
Next Steps	Invite John to next meetings

Meeting, Date	GSS, SFSS, TSSU Drafting Open Letter of Support July 7th
Parties Attending	Alexandra Wesolek
Meeting Length (Hrs)	0.5 hrs
Reason	Collaboration on an open letter pushing forth solidarity and support for Indigneous communities and holding the university accountable
Summary and Outcome	Discussed the next steps for the Letter, made a group chat in order to bring folks together for the final draft
Next Steps	Meet to make the final draft and bring to council

Meeting, Date	Test Run with IJV July 7th
Parties Attending	Marie, Sid, Paul
Meeting Length (Hrs)	0.5 hr
Reason	
Summary and Outcome	Checked technology, audio etc and discussed what they would need from the executive

	team, like moderating the chat, organizing questions etc.
Next Steps	

Meeting, Date	Council: Development Session July 7th
Parties Attending	Executive Committee, Council, Guest Speakers: Paul, Sid, and Batul
Meeting Length (Hrs)	4 hrs
Reason	<ul style="list-style-type: none"> ● Scheduled bi-weekly Council Development Sessions
Summary and Outcome	<p>Topics:</p> <p>IJV - Paul and Sid</p> <ul style="list-style-type: none"> - The population of historic Palestine - Disappearing Map and the colonization of Palestine - Historically important dates - Population of Israel-Palestine today - The status of Palestinian citizen of Israel vs. the status of Jewish citizens of Israel - Racist laws and conditions - Different sets of laws applied to Jewish people and Palestinians in the occupied West Bank - Crisis in Sheikh Jarrah - Gaza - Palestinian responses - What is BDS? - Objections to BDS - Should a student union support the Palestinian cause? <p>Ladder of Engagement - Batul</p> <ul style="list-style-type: none"> - Understanding people power - Power mapping - Spectrum of allies - Act recruit train cycle - Scenario simulation
Next Steps	

Meeting, Date	Daily Executive Committee Check-ins July 8th
Parties Attending	Executive Committee
Meeting Length (Hrs)	0.5 hrs
Reason	<ul style="list-style-type: none"> ● 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"> ● Various action items daily.
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Meeting, Date	Issues Policies Review July 8th
Parties Attending	Executive Committee, AVPS
Meeting Length (Hrs)	0.5 hr
Reason	To go over the issues policies for the month
Summary and Outcome	<ul style="list-style-type: none"> - Went over all of the issues policies for the month - Read through the other issues policies to see if there's any necessary edits - Received a presentation about issues policies <ul style="list-style-type: none"> - What is an issues policy? - What IP's do we currently have? - What is an IP composed of? - Links
Next Steps	<ul style="list-style-type: none"> - Go over existing issues policies - Start issues policies for this month

Meeting, Date	Meeting with Student July 8th
Parties Attending	Marie, Student
Meeting Length (Hrs)	0.5 hr
Reason	Confidential
Summary and Outcome	
Next Steps	

Meeting, Date	Creating the SUB Opening Plan - SUB Working Group July 8th
Parties Attending	Gabe Liosis, Ayesha Khan, Ella Droko, Corbett Gildersleve, Jess Dela Cruz, John Walsh, Marie
Meeting Length (Hrs)	0.5 hr
Reason	Creating the SUB Opening Plan draft document
Summary and Outcome	<ul style="list-style-type: none"> ● The leads of each main-group within the SUB Opening Working group got together in this meeting to put together the draft SUB Opening Plan. This included collating all of the ideas and brainstorming done by each mini group and putting it onto a powerpoint for distribution.

Next Steps	N/A
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Meeting, Date	OOO Hiring Committee July 8th
Parties Attending	Araba Etrew, Shelley Durante, Serena Bains, Marie
Meeting Length (Hrs)	1.5 hrs
Reason	To go over the process for the hiring committee
Summary and Outcome	<ul style="list-style-type: none"> - Our availability <ul style="list-style-type: none"> - One interview - Three weeks of availability - Timeline - Who will be contacting/calling, who will do reference checks? - Interview and reference questions
Next Steps	- Action items in document - go over candidates, come up with questions

Meeting, Date	SFSS x HCS - Tracey July 8th
Parties Attending	Tracey Mason-Innes, Marie, Student
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Discuss the importance for students being able to report harmful staff or Psychiatrists in a more responsive and accessible way
Next Steps	n/a

Meeting, Date	Chat with the Caucus July 8th
Parties Attending	Parsa, Marie
Meeting Length (Hrs)	1.5 hrs
Reason	Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Discuss coalition building at SFU among other universities in BC in order to discuss Palestinian Liberation, organzie teach-ins and workshops
Next Steps	Have another discussion about further steps

Meeting, Date	Hillel Event - Ask Me I'm a Jew July 8th
Parties Attending	Executive Committee, Other Attendees
Meeting Length (Hrs)	1 hr
Reason	
Summary and Outcome	-An open conversation about everything Jewish related -Questions on Jewish Diaspora, Judaism and intersectionality, Different sects of Judaism, Cultural practices of Jews, Jewish People's relationship with Israel, what exactly does it mean to be a Jew?
Next Steps	

Meeting, Date	Mobilizing Student Power Workshop July 8th
Parties Attending	Executive Committee, Event Attendees, Speakers: Balqees Jama, Osob Mohamed, Giovanni HoSang
Meeting Length (Hrs)	2 hrs
Reason	Event by SFU350 and Climate Justice UBC
Summary and Outcome	Went over: <ul style="list-style-type: none"> - An overview of recent movement building and student activism at SFU - How to successfully run a campaign with mobilizing strategies and tactics - How to garner support from allies and decision making spaces - The impact of taking up spaces such in student unions as well as university Senate and the Board of Governors
Next Steps	

Meeting, Date	Free Palestine Working Group July 8th
Parties Attending	Free Palestine WG Members
Meeting Length (Hrs)	1 hr
Reason	Scheduled meeting
Summary and Outcome	Do further research on Palestinian liberation topics for the IP
Next Steps	Continue doing research and begin on the pre-rambe and policy

Meeting, Date	Daily Executive Committee Check In July 9th
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Parties Attending	Executive Committee
Meeting Length (Hrs)	0.5 hr
Reason	<ul style="list-style-type: none"> 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"> Various action items daily.

Meeting, Date	Developmental Session Prep: Indigenous Allyship 101 and Utilizing Critical Moment Dialogue July 9th
Parties Attending	Kimi, Marie
Meeting Length (Hrs)	1 hr
Reason	Developmental Session
Summary and Outcome	<p>Discussed with Kimi if she would like to come to Council for a developmental session centered around Indigenous knowledge and Allyship</p> <ul style="list-style-type: none"> We have further scheduled for August
Next Steps	Ask for a quote, and further accessibility needs

Meeting, Date	Protests in Colombia Working Group July 9th
Parties Attending	Marie, Serena, Ruben, Jeremy, Sara
Meeting Length (Hrs)	1 hr
Reason	To complete drafting the letter to the federal and provincial government
Summary and Outcome	<ul style="list-style-type: none"> Read through the letter Edited, added a conclusion, added references to the letter Discussed potential next steps and timeline
Next Steps	<ul style="list-style-type: none"> Complete drafting the letter

Meeting, Date	SOCA Tour and Room Arrangement July 9th
Parties Attending	Marie, Khalid, Lofty, Tiara, Giovanni
Meeting Length (Hrs)	4 hrs
Reason	Moving into the SUB

Summary and Outcome	<ul style="list-style-type: none"> - Helped SOCA Executives take a look at the SUB and their spaces within the SUB - Helped folks move furniture from the rotunda community back to their new space - Helped briefly organize the room and come up with a floor plan
Next Steps	Help folks further if needed with setting up

Meeting, Date	SOCA Meeting July 9th
Parties Attending	Balqees J, Khalid A, Mohamed L, Giovanni H, Tiara C, Sophonie P, Yasmin M, Linda K, Araba (BSSC Coordinator), Takudzwa M, Marie H
Meeting Length (Hrs)	2 hr
Reason	Scheduled Meeting
Summary and Outcome	<p>Discussed:</p> <ul style="list-style-type: none"> - Tour of the Sub Building <ul style="list-style-type: none"> - Discussed the space and further space of the SUB and what furniture we'll need - Discussed the Joint Safety Committee and how folks changed the scope and the name several times <ul style="list-style-type: none"> - How TSSU and Student Team will hold a further consultations and develop a reporting - Discussed how the student team could not trust the process and thus recommended that the committee go back to the original scope and mandate, faculty and staff agreed - Discussed Black Student Support Centre Programming Ideas with Araba
Next Steps	Come to the next meeting and give further updates

Meeting, Date	SFPIRG Transformative Justice Event July 10th
Parties Attending	Event Attendees
Meeting Length (Hrs)	7 hrs
Reason	To learn about how to make universities and colleges police-free (no cops on campuses)
Summary and Outcome	<ul style="list-style-type: none"> ● Mapping governance through violence at universities and at SFU ● Discussion on how to reduce the scope of policing ● The cons of state funding and co-optation ● What are the alternatives to policing (the use of mutual aid, harm reduction, eviction defence and transformative justice to make the process easier) ● How to work on organizing at grass root level to bring about a change starting

	<ul style="list-style-type: none"> with neighborhoods and workplaces ● Visioning and Demands brainstorming session, led by the Teaching Support Staff Union Solidarity & Social Justice Committee ● Various other discussion topics
Next Steps	N/A

Meeting, Date	Daily Executive Committee Check-in July 12th
Parties Attending	Executive Committee
Meeting Length (Hrs)	0.5 hr
Reason	<ul style="list-style-type: none"> ● 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"> ● Various action items daily.

Meeting, Date	Prep for SS x SFSS Follow Up Meeting July 12th
Parties Attending	Executive Committee
Meeting Length (Hrs)	1 hr
Reason	The Executive Committee had a scheduled meeting with Tracey Mason-Innes, Rummana Khan Hemanni, and Erin Biddlecombe on July 13th. This was a prep meeting.
Summary and Outcome	<ul style="list-style-type: none"> ● Brainstormed questions and discussion topics to bring to the meeting.
Next Steps	

Meeting, Date	Policy, Research and Community Affairs Orientation July 12th
Parties Attending	Beaty, Marie
Meeting Length (Hrs)	1 hr
Reason	Onboarding Beaty

Summary and Outcome	<ul style="list-style-type: none"> - Discussed Policies I was looking at that i wanted to further amend, like adding additional mandatory training for the council and staff - Further discussed Issues Policies that need to be put in place when the time comes - Discussed what Beaty is expected to do so - Discussed our spheres of organizing and out past experiences
Next Steps	Send Beaty some things i want to work on

Meeting, Date	Corporatization of universities 101, July 12th from 5:00PM - 6:00PM
Parties Attending	Serena Bains, Rachel Cheang, Abby Herd, Sarah Salloum, WeiChun Kua, Chantel Lee, Holly, Jasmine Khera, Katie Rattray, Lisa Besnier, Marie Haddad, Michelle Marcus, Michelle Xie, Samuel Munn, Sarah Zwiép
Meeting Length (Hrs)	1 hour
Reason	To learn more about the corporatization of universities
Summary and Outcome	<ul style="list-style-type: none"> - Defining neoliberalism <ul style="list-style-type: none"> - Seen as something what would increase freedom of choice - Neoliberalism and the university - Corporatization as a phenomena of neoliberalism <ul style="list-style-type: none"> - When a public entity acts and performs like a profit-making business - How does corporatization show up in our universities? <ul style="list-style-type: none"> - Executive style of management - Lack of scrutiny and transparency in unchecked decision making - Danger of corporatization <ul style="list-style-type: none"> - The normalization of universities acting as corporations where people are taught to be better consumers and creators of capital
Next Steps	

Meeting, Date	Daily Executive Committee Check-in July 13th
Parties Attending	Executive Committee
Meeting Length (Hrs)	0.5 hr
Reason	<ul style="list-style-type: none"> ● 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"> ● Various action items daily.

Meeting, Date	Executive Committee Developmental Session July 13th
Parties Attending	Executive Committee
Meeting Length (Hrs)	2 hrs
Reason	To discuss and catch up on any items to do with the Executive Committee
Summary and Outcome	<ul style="list-style-type: none"> - Went through the agenda for Council - Went through the SFSS SUB opening plan - Discussed potential COVID protocols - Speaking about development sessions
Next Steps	Further council prep

Meeting, Date	OOO Finalizing Interview Process and Candidates July 13th
Parties Attending	Marie, Shelley, Araba, Serena
Meeting Length (Hrs)	1 hr
Reason	To finalize candidates and interview questions
Summary and Outcome	<ul style="list-style-type: none"> - Finalized top five candidates - Discussed the point system for interviews - Shelley to organize a spreadsheet - Went through potential questions for interviews and decided on a final set and order of questions - Created an order and structure for interviews - Shelley will create a Zoom room for the interviews
Next Steps	

Meeting, Date	Consultation Planning -SUB Opening Working Group July 13th
Parties Attending	Gabe, Ella, Akum
Meeting Length (Hrs)	1 hr
Reason	Establish consultation plan for SUB Opening Plan
Summary and Outcome	<ul style="list-style-type: none"> ● What groups are we consulting? ● What do we want from them? ● What format can we offer consultations in?

Next Steps	<ul style="list-style-type: none"> ● Send emails to various student groups and constituency groups inviting them to provide feedback on our plan
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Meeting, Date	SS x SFSS Follow-Up Meeting July 13th
Parties Attending	Executive Committee, Tracy Mason-Innes, Erin Biddlecombe
Meeting Length (Hrs)	1 hr
Reason	To follow up on our last meeting and discuss any items to do with student services
Summary and Outcome	<ul style="list-style-type: none"> - Going over what student services are working on currently - Bring up greater Indigenous students supports at academic concession working group
Next Steps	<ul style="list-style-type: none"> - Follow up with Erin about DNA having seats on the search committees for new hires for CAL - Email Martin about consulting for new hires, getting more diverse people - Add Matt and Marie to academic concessions working group

Meeting, Date	Governance Committee July 13th
Parties Attending	Corbett, Gabe Jess, Dev, Mohammed, Beaty
Meeting Length (Hrs)	1 hr
Reason	Regularly Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Introduction to the Committee ● Annual Planning
Next Steps	

Meeting, Date	SFU Rise Meeting July 13th
Parties Attending	SFU Rise Members, Marie
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Discussed massive losses in biodiversity in the animal and plant kingdoms and

	<p>we discussed how we make things better</p> <p>Leading questions for the meeting:</p> <ul style="list-style-type: none"> - What are political consequences of climate change and how do we best address them from a left perspective? - To what extent does an emphasis on individual environmental choices hinder substantive climate action? - What are the mental health effects of dealing with climate doom? - What are our best options for keeping the Earth from warming more than 1.5 degrees above pre-industrial level? - What is to be said about states like the USSR and China when they were revolutionary still engaging in very ecologically damaging industry and production? - Is there an inherent difference between ecological degradation and imperialism? If no how? - How do capitalism, environmental degradation farming and colonialism tie together? - How if at all, would our relationship to the environment change in a post capitalist world? - Which industries or practices would stop and which would be deemed essential? - Do you believe animals can be exploited under capitalism? - Define animal liberation and discuss whether or not you think it should be included within the struggle for human liberation
Next Steps	Attend next meeting

Meeting, Date	SFSS x WUSC Scholarship July 14th
Parties Attending	Balqees Jama, Jhanvi Indatissa, Gabe Liosis, Almas Phanhura, Corbett Gildersleve, Ekir Buran, Wafaa Zaqout
Meeting Length (Hrs)	1 hr
Reason	Determine next steps in establishing the SFSS-WUSC Scholarship
Summary and Outcome	<ul style="list-style-type: none"> ● Creating the Terms of Reference ● Developing the Application ● Creating an SFU News post
Next Steps	

Meeting, Date	ISC Director Consultation July 14th
Parties Attending	Executive Committee

Meeting Length (Hrs)	1 hr
Reason	To provide feedback and suggestions on the hiring of the ISC Director
Summary and Outcome	Feedback and suggestions from the Executive committee members on the Hiring process and putting forward a list of parties that they would want to involve and invite for the new role.
Next Steps	

Meeting, Date	TSSU GM - Safety Update, July 14th
Parties Attending	Serena Bains, Tiara Cash, Hafsa Sadiq, Marie Haddad
Meeting Length (Hrs)	1 hours
Reason	To discuss presenting to the TSSU GM about the steering committee on personal safety
Summary and Outcome	<ul style="list-style-type: none"> - To create a collective in house in time for September and come to the SFU administration with the work done, so they don't have to do any consultation and hopefully receive compensation for our labour - They never talked about what happened in December in another group that Katie was in - They keep asking students for help and support, but they're not listening and they're being anti-Black as well - Creating consultation, focusing on students and student groups - How would we provide compensation for folks that we're consulting? <ul style="list-style-type: none"> - Don't necessarily want to use SFSS and GSS funds when this is work that SFU is supposed to be doing - Could talk to an SFU admin that we trust instead and ask that SFU provides compensation - Involve different equity seeking groups
Next Steps	<ul style="list-style-type: none"> - Follow-up with folks in gc

Meeting, Date	Daily Executive Check-in July 14th
Parties Attending	Executive Committee
Meeting Length (Hrs)	0.5 hr
Reason	<ul style="list-style-type: none"> ● 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"> ● Various action items daily.

Meeting, Date	Rita + Marie Collaboration Meeting July 14th
Parties Attending	Rita, Marie
Meeting Length (Hrs)	1 hr
Reason	Discuss further collaboration with SO and the SFSS
Summary and Outcome	<ul style="list-style-type: none"> - Discussed a possible student consultation of the sustainability plan through a town hall where students can answer questions and give further inputs
Next Steps	<ul style="list-style-type: none"> - Once townhall is in place, start recruiting and campaigning

Meeting, Date	JOG Preparation July 14th
Parties Attending	Gabe, Serena, Ella
Meeting Length (Hrs)	0.5
Reason	Prepare for the upcoming JOG Meeting
Summary and Outcome	Follow up with Serena and Gabe what they had prepared in relation to questions and discussion topics for the upcoming JOG Meeting
Next Steps	Prepare

Meeting, Date	Council Meeting July 14th
Parties Attending	Council Members
Meeting Length (Hrs)	5 hrs
Reason	Regularly Scheduled Council Meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Report from Committees <ul style="list-style-type: none"> ○ I gave an update on recent ongoings of the Executive Committee ○ Myself, John Walsh, Corbett Gildersleve, and Ella Droko presented the SUB Opening Plan, coming from the SUB Opening Working Group

	<ul style="list-style-type: none"> ● Motions <ul style="list-style-type: none"> ○ Established the opening date of the SUB for August 23rd, 2021 ○ Approved support for in-person events for clubs and student unions, following event guidelines established by SFSS ○ Increasing the staff training budget line item ○ Appointed Sarah R. to the First Year Engagement Committee ○ Appointed Damon T. to the Member Service Advisory Committee ○ Approved a motion to call on SFU to make lecture recordings and course practices more accessible ○ Approved support for UniteHere Local 40's campaign ○ Approved Protests in Columbia Letter ○ Established a Student Outreach Working Group ○ Strategic Planning Working Group ● Discussion Items <ul style="list-style-type: none"> ○ Postponed discussion items due to lack of time
Next Steps	Put forth updates on social media, SFSS News and other social media pages to ensure students know about the opening date

Meeting, Date	OOO Assistant Hiring Committee Interview July 15th
Parties Attending	Shelley, Araba, Serena, Marie, Interviewee
Meeting Length (Hrs)	1.5 hrs
Reason	To interview the first candidate for this position
Summary and Outcome	<ul style="list-style-type: none"> - Went through the interview - Rated the answers to the questions
Next Steps	Go through references

Meeting, Date	Women's Centre Assistant Hiring Committee July 15th
Parties Attending	Jess, Marie, Somaya, Athena
Meeting Length (Hrs)	1 hr
Reason	Scheduled Meeting for Hiring
Summary and Outcome	<ul style="list-style-type: none"> ● Finished finalizing ● our roles, interview questions, and tasks that need to get done previous to that point
Next Steps	<ul style="list-style-type: none"> ● Interview candidates and finalizing a person

Meeting, Date	Joint Operations Group Meeting July 15th
Parties Attending	Gabe, Serena, Ella, Matt, Almas, JOG Members
Meeting Length (Hrs)	1.5 hrs
Reason	To discuss anything to do with the university at large
Summary and Outcome	<ul style="list-style-type: none"> - Updates from the SFSS and GSS <ul style="list-style-type: none"> - SFSS: SUB will be open to the SFU community on August 23rd - GSS: provincial budget consultation - Enrollment updates and financial implications <ul style="list-style-type: none"> - Enrollment increased by 500 students - Most students are selecting in-person courses - Race-based data is still something they are working on - Meet and greet Surrey Director - Dina Shafey <ul style="list-style-type: none"> - Previously worked on strategic enrollment planning - Starting new position on August 30th - Is available to meet before then - International students survey <ul style="list-style-type: none"> - Most students are outside of Canada - 1131 were added to the reserve seat list - Fall return to campus and space utilization - Steering committee on safety consultation
Next Steps	

Meeting, Date	HR and Personal Sub-Committee July 15th
Parties Attending	Gabe, Ella, Corbett, Dev, Ayesha
Meeting Length (Hrs)	1 hr
Reason	Called the meeting to approve a couple of Job Descriptions
Summary and Outcome	<p>MOTIONS APPROVED:</p> <ul style="list-style-type: none"> ● Approved amendments to the Out on Campus Coordinator Job Description ● Approved proposed changes to the MSC-Events Job Description ● Approved the new Building Assistant Job Description <p>DISCUSSED:</p> <ul style="list-style-type: none"> ● Creating an interview matrix for Hiring Committees ● Having a development session specifically for how to run hiring committees
Next Steps	

Total Meeting Hours	78.5
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Committee Chair Work

Committee Name	SUB Working Group - Consultations
# of Meetings	1
Total Time (Hrs)	0.5
Summary	Prepare what we would speak about within the meeting
Ongoing Projects	- Reach out to the rotunda community for consultations on the SUB Opening Plan
Relevant Strategic Priorities:	

Total Committee Hours	0.5
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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 IP Building, Looking through applications for OOC/WC Hiring committees, Reading hiring committee hand book, creating a plan for OOC hiring committee, regrouping CAM-C hiring committee, Reading council or executive meeting documents, Prepare Issues policy 101 presentation, Adding to a spreadsheet document for future workshop training and doing research/ filling out applications for some workshop facilitators, Preparing for meeting regarding a student complaint with health and counselling, Doing further research/ reading books on Palestinian Liberation Movement, and what is occurring in Kenya and Cuba, posting on social medias regarding Cancel Canada, At-large positions on committees, and further SUB Opening</p>
Total Time (Hrs)	<p>July 1st - 2 hrs July 2nd - 2 hr July 3rd - 3 hrs July 4th- 2 hrs July 5th - 1 hr July 6th: 1 hr July 7th: 1 hr July 8th: 1.5 hrs July 11th: 2 hrs July 12th: 1 hr July 13th: 1 hr</p>



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	July 14th: 3 hrs July 15th: 3.5 hrs
Total Admin Hours	24 hrs

Total Work Hours	103 hrs
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