

1. CALL TO ORDER

Call to Order – 4:39 PM

2. TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh Úxwumixw (Squamish), Sel̓íl̓wítulh (Tsleil-Waututh), kʷíkʷəłəm (Kwikwetlem) and q̓ícəy̓ (Katzie) Nations. Unceded means that these territories have never been handed over, sold, or given up by these nations, and we are currently situated on occupied territories.

3. ROLL CALL OF ATTENDANCE

3.1 Council Composition

Student Union Representatives

Applied Science.....	<i>Vacant</i>
Archeology	Damon Tarrant
Art, Performance, and Cinema Studies	<i>Vacant</i>
Asia Canada Studies	<i>Vacant</i>
Bachelor of Environment	Tiana Andjelic
Behavioral Neuroscience.....	Aarathi Srinivasan
Biology	Nicolas Bonilla
Biomedical Physiology & Kinesiology	Kashish Mehta
Business	<i>Vacant</i>
Chemistry	Gwen Bui
Cognitive Science	Nicole Kirigin
Communications.....	Ashran Bharosha
Computing Science.....	<i>Vacant</i>
Criminology.....	Charlotte Taylor-Baer
Dance.....	<i>Vacant</i>
Data Science Student Union.....	Warren Ho Kin
Earth Science.....	<i>Vacant</i>
Economics	Mahindhar Kumar
Education	Jihye (Jin) Choi
Engineering Science	Sarah Raisuddin
English.....	Liz Giardin
Environmental Science.....	Chloe Homenuke
Faculty of Applied Science	<i>Vacant</i>
Faculty of Communications, Arts and Technology (FCAC)	<i>Vacant</i>
Film Student Union	Amélia Simard
Fine and Performing Arts.....	<i>Vacant</i>
French	Kylee Pocrnich
Gender, Sexuality, and Women's Studies (<i>Vice Chair</i>).....	Devynn Butterworth
Geography	Natasha Kearns

Gerontology Student Union.....	<i>Vacant</i>
Global Asia Studies Student Union.....	Eunice Kwok
Health Science.....	Jocelle Refol
History.....	Alan Saunderson
Humanities.....	<i>Vacant</i>
Indigenous Studies Student Union (ISSU).....	<i>Vacant</i>
Interactive Arts and Technology (IAT).....	Jeremy Felix
International Studies Student Association (ISSA)	Deanna Short
Labour Studies.....	Justin Chen
Latin American Studies.....	<i>Vacant</i>
Linguistics	Alev Maleki
Mathematics	Ben Tischler
Mechatronics System Engineering.....	Ryley McWilliams
Molecular Biology & Biochemistry (MBB)	Avneet Kaur
Music Student Union.....	<i>Vacant</i>
Operations Research	Ashutosh Dubal
Performing Arts.....	<i>Vacant</i>
Philosophy	Tony Yu
Physics.....	Graham Rich
Political Science	Abhishek Parmar
Psychology	Tiffany Liu
Public Policy	<i>Vacant</i>
Science Undergraduate Society (SUS).....	Zaid Lari
Semester in Dialogue.....	<i>Vacant</i>
Society of Arts and Social Sciences (SASS)	Akum Sidhu
Sociology and Anthropology.....	Kayla Chow
Software Systems	Shashank Thanalapati
Statistics and Actuarial Science (SASSA)	Jia So
Sustainable Community Development.....	<i>Vacant</i>
Sustainable Energy Engineering Student Society	Mohammad Al-Sheboul
Theatre Student Union.....	Samantha Walters
Visual Arts.....	<i>Vacant</i>
World Literature	Sara Aristizabal Castaneda

Constituency Group Representatives

Disability and Neurodiversity Alliance (DNA)	<i>Vacant</i>
First Nations, Métis & Inuit Student Association (FNMISA)	Keianna James
International Student Advocates	Quynh Chi Bui
Out on Campus Collective (OOC)	<i>Vacant</i>
Students of Caribbean & African Ancestry (SOCA)	Linda Kanyamuna
Women Centre Collective (WCC).....	Nim Basra

Affiliated Student Groups

Residence Hall's Association (RHA)	<i>Vacant</i>
Student Athlete Advisory Committee (SAAC).....	Paul Ursu

SFSS Executive Committee

President (<i>Chair</i>)	Gabe Liosis
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VP Internal and Organizational Development	Corbett Gildersleve
VP Finance and Services	Almas Phangura
VP University and Academic Affairs	Serena Bains
VP External and Community Affairs	Matthew Provost
VP Equity and Sustainability	Marie Haddad
VP Events and Student Affairs	Jess Dela Cruz

3.2 Society Staff

Operations Organizer	Ayesha Khan
Board Organizer	Emmanuela Droko
Campaign, Research, and Policy Coordinator	Beaty Omboga
Administrative Assistant	Christina Kachkarova
Building Manager	John Walsh

3.3 Leave of Absence

Gender, Sexuality, and Women's Studies (<i>Vice Chair</i>)	Devynn Butterworth
VP Events and Student Affairs	Jess Dela Cruz
International Studies Student Association (ISSA)	Deanna Short
VP Equity and Sustainability	Marie Haddad
VP University and Academic Affairs	Serena Bains

3.4 Regrets

Board Organizer	Emmanuela Droko
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3.5 Council Alternates

Theatre Student Union	Claire Brown
Society of Arts and Social Sciences (SASS)	Judit Nagy

3.6 Absents

Building Manager	John Walsh
Cognitive Science	Nicole Kirigin
Global Asia Studies Student Union	Eunice Kwok
History	Alan Saunderson
Molecular Biology & Biochemistry (MBB)	Avneet Kaur
Theatre Student Union	Samantha Walters
Society of Arts and Social Sciences (SASS)	Akum Sidhu
Sustainable Energy Engineering Student Society	Mohammad Al-Sheboul
World Literature	Sara Aristizabal Castaneda
First Nations, Métis & Inuit Student Association (FNMISA)	Keianna James
Students of Caribbean & African Ancestry (SOCA)	Linda Kanyamuna
Women Centre Collective (WCC)	Nimrit Basra

3.7 Guests

Science Undergraduate Society President (SUS)	Shariq Ahsan
SFU Surge VP Finance	Ali
SFU Surge President	Parneer Shrestha
SFU Surge	Grace Luo

4. CONSENT AGENDA

4.1 CONSENT AGENDA

Be it resolved to adopt the consent agenda by unanimous consent.

CARRIED UNANIMOUSLY

4.1.1.MATTERS ARISING FROM THE MINUTES- Council Minutes-MOTION COUNCIL 2021-12-01:01

Be it resolved to receive and file the following minutes:

- Council 2021-11-24

4.1.2.MATTERS ARISING FROM THE MINUTES-Committee Minutes-MOTION COUNCIL 2021-12-01:02

Be it resolved to receive and file the following minutes:

- EXEC 2021-11-15

5. ADOPTION OF THE AGENDA

5.1 MOTION COUNCIL 2021-12-01:03

Corbett/Shashank

Be it resolved to adopt the agenda as amended.

CARRIED UNANIMOUSLY

- Amended to include Discussion Item 9.2 RedBull Proposal SUB Gaming Lounge.
- Amended to include Discussion Item 9.3 Memory Express SUB Gaming Lounge.
- Notice of Motion 10.1 STEPS Forward and 10.2 Concurrent Studies were amended to change the wording of the motions.

6. PRESENTATION

6.1 Stormhacks 2022 Grant Request

- SFU Surge President explained that SFU Surge wanted to empower students interested in pursuing careers in technology. SFU Surge was looking to get funding to host Stormhacks, a hackathon, from February 18-20, 2022. SFU Surge President explained that the themes for this hackathon were education, mental health, and accessibility. This event wanted to encourage interdisciplinary collaboration between disciplines, allow students to gain experience and connections, and increase local and global community involvement at SFU. SFU Surge wanted to make this hackathon a larger, more engaged than the previous this year, they had even changed from a 24-hour hackathon to a 48-hackathon for 2022. Additionally, they would be using an all-in-one event platform this year.
- SFU Surge President explained that SFU surge was requesting \$20 000 in support from the SFSS with the whole event costing a projected \$30 495.16. The rest of the cost would be made up from external sponsorships. SFU Surge President explained that costs had been cut as much as possible, with the event being held on online instead of in person as well as reserving 20\$ food vouchers for SFU students and only

providing prizes and merchandise (t-shirts and masks) to those who submit their projects and are located in Canada. He explained that they had had numerous major external sponsors express interest in supporting their hackathon. He added that since Major League Hacking was interested in sponsoring this hackathon, making it a globally renowned hackathon, it had to be free for all participants.

- SFU Surge President encouraged any Councillors to reach out with question to the following email: info@stormhacks.com
- In response to GSWS Councillor's inquiry about which students were able to sign up for the hackathon, SFU Surge President explained that any students enrolled in university were able to sign up for the hackathon with 95% of students being undergraduate and the other 5% being grad students.
- In response to SUS Councillor's question about the timeline of the event, SFU Surge President explained that while a 24-hour hackathon was customary, their move to a 48-hour hackathon was in response to feedback from participants and sponsors.
- In response to VP Internal and Organizational Development's question about other support that SFU Surge needed to host the hackathon, SFU Surge President mentioned that they would need similar assistance with the UberEats account and would be interested in working with the SFSS to participate either through a workshop/presentation or video. SFU Surge VP Finance added that they would need other logistical help including contract and sponsorship signing which required approval from SFSS.
- Data Science Councillor spoke in in favour of the motion. He mentioned that he hoped that this could be a major annual event that could put SFU on the map and urged others to vote in favour of the motion.
- SFU Surge President mentioned that increases in the budget were intended to increase the number of students accepted. He explained that during the last hackathon, out of the 600 students that had applied, only 300 were accepted. This year they would be able to increase to accept 400 students.
- In response to a question from Software Systems Councillor about how SFU Surge was planning to recruit non-applied sciences and non-computer science majors, SFU Surge President explained that they had chosen themes that were more global that encouraged a multidisciplinary approach. He added that with themes like this, there were more design projects that emerged. Additionally, SFU Surge would be supporting students new to hackathons by hosting a week of workshops prior to the hackathon to introduce students to new technologies and strategies they could use in their hackathon.
- In response to a question from SUS Councillor about the selection process for participants, SFU Surge President explained that they used Typeform. He added that when looking for participants, they focused on long answer questions to see how motivated and enthusiastic students were and how willing to create projects they were. He added that sponsors in particular wanted to see project creation as a result of hackathons and project creation allowed for more career opportunities for students.
- In response to International Student Advocates Councillor's question about the inclusion of marginalized communities in the event, SFU Surge President explained that they hoped to reach out to constituency groups and advertise to them directly to encourage these students to participate.
- In response to an inquiry about team formation from Software Systems Councillor, SFU Surge VP Finance explained that SFU Surge used individual applications to

encourage those without teams to apply and had team formation workshops, explaining that this added to the beginner friendly environment that SFU Surge hoped to create.

6.2 SUS Spring Frosh Grant Request

- Science Undergraduate Society (SUS) President explained that SUS was asking for \$9 000 to host SUS Frosh, a 24-hour event intended to welcome first-year students to the faculty and allow them an opportunity to interact with their peers. He clarified that this event was supposed to happen during September was not hosted due to uncertainty surrounding COVID-2019 but instead hosted an online event. Since this event had not been hosted in two years, SUS Frosh Spring 2022 would be open to both first years and second years.
- In terms of the COVID-19 safety plan, SUS President explained that Images Theatre would be used as a hub for froshes (large enough to contain them), separate rooms would be booked for the event to maintain social distancing, proof of vaccination would be checked, and contact tracing information would be taken from those at the event. He added that all volunteers for the event would undergo mandatory training to be informed of the COVID guidelines and all attendees would have to submit waiver forms in order to attend the event which were currently being drafted.
- SFSS Executives and non-Executives would be welcome to volunteer at the event and talk about the SFSS. SUS President added that RedBull would be providing RedBull for the event.
- In terms of the event itinerary, SUS President explained that the event would start on Saturday morning and finish on Sunday morning starting with opening ceremony followed by daytime events until approx. 11:50PM when those who wanted to leave would be escorted to the last buses leaving SFU Burnaby Campus and after dark events would start for those who were staying on campus. The event would finish with a breakfast and a closing ceremony on Sunday morning.
- One challenge to this event were restrictions imposed by SFU MECS which was currently only allowing bookings before 5:30 PM. SUS President explained that while conversations were ongoing with MECS to work out alternatives, if they were unable to book rooms after 5:30 PM, a half-day FROSH or a week-long FROSH was an option.
- In response to an inquiry about event accessibility from VP Internal and Organizational Development, SUS President explained that they would request proof of vaccination to keep the event accessible to immunocompromised people and that the Logistics Committee was working on working out ways people who could not attend in-person could be included in the event. SUS Councillor added that the event would be held on the 3000 level of the AQ and in Convo Mall which were both accessible to wheelchairs. VP IOD suggested referring to the Accessible Events Guidelines created by the Accessibility Committee to increase event accessibility.
- Political Science Councillor spoke in favour of the event. In response to his question about a rest area for students, SUS President explained that SUS was consulting with SVSPO about how to run their gender-neutral sleeping rooms. He explained that they would tell attendees what to bring and have volunteers monitoring these spaces to ensure that students were safe.
- In response to a question from VP Finance and Services about checking proof of vaccination for international students, SUS President explained that SUS would be

adding this to their COVID guidelines to ensure volunteers knew how to deal with this.

- In response to concerns raised by HSUSU Councillor about the possibility of increased cases, SUS President explained that SUS would scale down the event, hosting half-days or end earlier. He explained that they would follow PHO and if a cut to capacity was needed, they would find other opportunities for first years to interact.

7. OLD BUSINESS

7.1 Policy Change - Council Half Hours for Final Exam Periods-MOTION COUNCIL 2021-12-01:04

SUBMITTED BY: VP Internal & Organizational Development “Corbett Gildersleve”
Corbett/Abhishek

Whereas, past Council Policies included a reduction in expected hours without a reduction in stipend for the last month of each term to accommodate final exams and projects for Council members;

Whereas these policies were removed from the Policy Manual in 2015 along with the expected hours;

Whereas in 2020 the Board of Directors brought back policies around expected work hours for Executives and Board members to be met semi-monthly;

Be it resolved that Council adopt the following policy changes:

R-2 DUTIES & RESPONSIBILITIES OF NON- EXECUTIVE COUNCILLORS, STIPEND REQUIREMENTS

5. Non-Executive Councilors are expected to work on average ten (10) hours in every two-week period during their term of office.

- a. Notwithstanding the R-2.5, during the months of April, August, and December it Is understood that the duties and responsibilities of Non-Executive Councilors may be reduced by a maximum of one-half (1/2) of the required hours (10 hours), and that this reduction in activity shall not affect stipend allocations.*

R-3 DUTIES AND RESPONSIBILITIES OF EXECUTIVE OFFICERS, STIPEND REQUIREMENTS

6. Executive Officers are expected to work on average sixty (60) hours in every two-week Period during their term of office. Executive Officers shall post and keep office hours in-person or electronically on the SFSS website.

- a. Notwithstanding the R-3.6, during the months of April, August, and December it Is understood that the duties and responsibilities of Executive Officers may be reduced by a maximum of one-half (1/2) of the required hours (60 hours), and that this reduction in activity shall not affect stipend allocations.*

CARRIED

For (28): Damon Tarrant (Archaeology), Tiana Andjelic (Bachelor of Environment), Nicolas Bonilla (Biology), Kashish Mehta (Biomedical Physiology & Kinesiology), Gwen Bui (Chemistry), Liz Giardin (English), Chloe Homenuke (Environmental Science), Kylee Pocrnich (French), Devynn Butterworth (Gender, Sexuality, and Women’s Studies), Jocelle Refol (Health

Science), Jeremy Felix (Interactive Arts and Technology), Justin Chen (Labour Studies), Alev Maleki (Linguistics), Ben Tischler (Mathematics), Ashutosh Dubal (Operations Research), Tony Yu (Philosophy), Graham Rich (Physics), Abhishek Parmar (Political Science), Tiffany Liu (Psychology), Zaid Lari (Science Undergraduate Society), Judit Nagy (Society of Arts and Social Sciences Alternate), Kayla Chow (Sociology and Anthropology), Jia So (Statistics and Actuarial Science), Quynh Chi Bui (International Student Advocates), Paul Ursu (Student Athlete Advisory Committee), President, VP Internal and Organizational Development, VP Finance and Services,

Against (2): Aarthi Srinivasan (Behavioral Neuroscience), Mahindhar Kumar (Economics),

Abstain (5): Natasha Kearns (Geography Student Union), Sarah Raisuddin (Engineering Science), Warren Ho Kin (Data Science), Ryley McWilliams (Mechatronics System Engineering), Claire Brown (Theatre Student Union Alternate)

**Aarthi Srinivasan joined the meeting at 6:08 pm*

- VPIOD reminded Council that Business Item had been brought last week and had been postponed to the current meeting due to Councillors requesting more time to consult with their student unions. He inquired if there was more time need for outreach adding that the discussion could be delayed until January 2022 if more consultation was needed.
- VP Finance and Services voiced support for the motion. She explained that, at the last Council Meeting, several Councillors had mentioned that having the advantage of working half-months would be unfair and countered to this statement saying that SFSS operations were different from other jobs, often lacking fixed schedules. VP Finance and Services elaborated that in order to do advocacy work, students needed resources and to be held accountable for their work. She added that this was not a new policy and had been previously included but forgotten in policy changes.
- VP Finance and Services explained that many Councillors had different capacities, and many were forced to take LOAs. By introducing this policy, this would ensure an accessible workplace where students could prioritize their academic work and cut down on extra stress.
- GSWS Councillor explained that she had taken a 6-day Leave of Absence and while she still did some SFSS work, she found it an overall productive mental break.
- Political Science Councillor expressed support for the motion, saying that he would be voting in favour and encouraged other Councillors to vote in favour as well if that was what was advised to them by their student union.
- In response to a question from Geography Councillor about how work would get done with reduced work hours, VP Internal and Organizational Development explained that last year, although he tried to cut down hours, he ended up working during the semester break and added that time off would allow for students to take well needed time for themselves. He explained that due to the semester break, Councillors would already have less work and explained that in these half-months work was not always predictable. He disagreed with the idea that the SFSS should not introduce this policy as other students do not have this ability by saying that the SFSS should setting standards in how other organizations should treat student employees and referred to the increased stipend to meet the living wage. He added that when he worked as a student temp at SFU IT Services, he was forced to find work else where during end of term due to decreased work hours in the department.
- Beaty Omboga asked for particulars as to what procedural implications this policy would have with staff, particularly with staff that worked directly with Councillors.

VPIOD explained that he could follow up with staff about this if the policy would pass.

- VP Finance and Services explained that many Executives were working above 60 hours a week and that Executive and non-Executive deserved to have a half-hours policy to decrease their hours.

8. NEW BUSINESS

8.1 Stormhacks 2022-MOTION COUNCIL 2021-12-01:05

SUBMITTED BY: VP Internal & Organizational Development “Corbett Gildersleve”
Abhishek/Jocelle

Whereas SFU Surge is an SFSS Club that hosted Stormhacks 2021;

Whereas the 2019 and 2020 SFSS Board of Directors approved spending up to \$15,000 to support their event;

Whereas SFU Surge is preparing to hold Stormhacks 2022 in the spring and has requested \$20,000 of funding from the SFSS to support their event;

Whereas they will need financial support above what staff and admin can approve;

Whereas SFU Surge has provided a proposal and budget to staff;

Whereas SFU Surge has presented a proposal and budget to Council;

Whereas SFSS staff and the VP Internal and Organizational Development have reviewed the proposal;

Be it resolved that Council approve spending up to \$20 000 from line item 4000/G to support Stormhacks 2022;

CARRIED UNANIMOUSLY

- VP Internal and Organizational Development explained that since this was a Club Event, the appropriate line item was the Club Grant Line Item. In discussions with staff, there were no concerns raised about the grant. He explained that the SFSS was able to financially handle larger grants and that staff would be working to ensure that SFU Surge would acquire sponsorships and contracts to support Stormhacks 2022.
- Mathematics Councillor amended to strike ‘X’ and replace it with ‘\$20 000’

8.2 SUS Spring Frosh-MOTION COUNCIL 2021-12-01:06

SUBMITTED BY: VP Internal & Organizational Development “Corbett Gildersleve”
Zaid/Abhishek

Whereas Science Undergraduate Society is a faculty student union in the SFSS;

Whereas they're hosting a "Welcome Back" event in the spring for students in the faculty of science;

Whereas they're requesting \$10,000 to support their event;

Whereas they will need financial support above what staff and admin can approve;

Whereas they have submitted a grant to staff;

Whereas they have presented to Council and provided a proposal;

Be it resolved that Council approve spending up to \$10 000 from line item 5000/G to go towards supporting their event;

CARRIED UNANIMOUSLY

- VPIOD mentioned that he was glad that SUS had alternatives prepared if COVID cases impact the event.
- Mathematics Councillor amended to strike 'X' and replace it with '\$10 000'

**12-minute break taken at 6:23 PM*

8.3 SUB Multifaith Prayer Room Renovation-MOTION COUNCIL 2021-12-01:07

SUBMITTED BY: VP Internal & Organizational Development "Corbett Gildersleve"

Corbett/Warren

Whereas the SFSS has approved a motion on April 9, 2021 to allocate space in the SUB for a multifaith space to support prayer;

Whereas the current space, SUB 2402, is larger than the current SFU Multifaith Centre's prayer room, it needs some small renovations and items purchased;

Whereas the SFSS has consulted with SFU Multipurpose Centre and students of faith concerning renovations and items to be purchased;

Whereas these renovations and purchases include drywall, repainting, lock installation, door changes, floor tiles, storage, and mats costing an estimated \$15,000;

Be it resolved that Council approve spending up to \$15,000 from the Space Expansion Fund to pay for the renovation of the space and purchase of items as listed in the "Prayer Room in the SUB Briefing Note 25.11.21" document attached.

CARRIED UNANIMOUSLY

- VPIOD explained that the Multifaith space in the AQ had had a flood and that the SUB would be able to provide a larger and more central space. The Building Manager and Board Organizer were both working to finalize the space but needed funding approval.
- In response to a question from GSWS Councillor about the availability of the room, VPIOD explained that it would be drop-in, but consultation should occur with groups if they want this room to be bookable.
- Political Science Councillor spoke in favour. He mentioned that he thought students would benefit from drop-in usage of the prayer space.

8.4 SASS and SUS Space Expansion Fund-MOTION COUNCIL 2021-12-01:08

SUBMITTED BY: VP Internal & Organizational Development "Corbett Gildersleve"

ATTACHMENT: BN_SASS-SUS Common Room Budget

Abhishek/Ben

Whereas the SFSS has allocated space in the Student Union Building (SUB) for the Society of Arts and Social Sciences (SASS) and the Science Undergraduate Society (SUS) on August 25, 2021;

Whereas the MOU, Section 5(c) states that the SFSS will be covering operational costs for these student groups, inclusive of furnishing;

Whereas the space expansion fund has just under \$800,000 in unspent funds and collects around \$350,000 in student levies

Be it resolved that Council approves the spending of up to \$65,000 CAD for basic furnishing expenses for SASS and SUS from the space expansion fund.

CARRIED UNANIMOUSLY

- VPIOD explained that the Memorandum of Understanding had been passed by Council which explained how the SFSS would be funding space space furnishing for SASS and SUS similar to that of the constituency groups. He added that the furniture would be commercial furniture to ensure that it was long-lasting.
- SUS President explained that SUS and SASS chose a commercial furniture company that would match the aesthetic of the rest of the SUB and added that 6% increase to the furniture would be in effect as of December 1st, 2021.

8.5 SASS and SUS Space Expansion Fund-MOTION COUNCIL 2021-12-01:09

SUBMITTED BY: VP Internal & Organizational Development “Corbett Gildersleve”

ATTACHMENT: BN_SASS-SUS Common Room Budget

Gabe/Devynn

Whereas the SFSS has allocated space in the Student Union Building (SUB) for the Society of Arts and Social Sciences (SASS) and the Science Undergraduate Society (SUS) on August 25, 2021;

Whereas the MOU, Section 5(c) states that the SFSS will be covering operational costs for these student groups, inclusive of furnishing;

Whereas the space expansion fund has just under \$800,000 in unspent funds and collects around \$350,000 in student levies

Be it resolved that Council approves the spending of up to \$65,000 CAD for basic furnishing expenses for SASS and SUS from the space expansion fund.

STRIKEN FROM AGENDA

- Duplicate of New Business Item 8.4.

8.6 MGP 4.1.4.a Policy Suspension - BC Flood Donations -MOTION COUNCIL 2021-12-01:10

SUBMITTED BY: VP Internal & Organizational Development “Corbett Gildersleve”

ATTACHMENT: BN_SASS-SUS Common Room Budget

Abhishek/Shashank

Whereas BC has seen recent severe flooding due to extreme weather caused by climate change which has impacted people in and outside of the SFU community;

Whereas BC is expected to have additional flooding this week;

Whereas the SFSS along with SFU, GSS, and other organizations have already started to support these people affected through cash and physical donations;

Whereas SFSS student unions and constituency groups have asked to be able to donate core funding as part of their support;

Whereas MGP-4 4.14.a bars student unions and constituency groups from donating core funding to off-campus organizations;

Whereas the SFSS previously suspended this policy from June 2020 to September 2020 to allow these groups to donate their core to Black and Indigenous-led organizations and causes;

Be it resolved that Council suspend MGP-4 4.14.a until April 30th, 2022 to allow student unions and constituency groups to donate core funding to support organizations, groups, and causes supporting people affected by the BC flooding.

CARRIED UNANIMOUSLY

- VP Internal and Organizational Development explained that there had been questions about donating core funding. He explained that this policy had been suspended in 2021 as well.

9. DISCUSSION ITEM

9.1 Round-Table Updates from Non-Executive Councillors regarding Flood Donations

SUBMITTED BY: VP Events and Student Affairs “Jess Dela Cruz”

- VP Internal and Organizational Development asked Councillor to mention if they had donated core funds for tracking purposes.
- VPIOD explained that the SFSS was not accepting the core funding and that SUs had to purchase physical donations and then bring them in.
- Mathematics Student Union passed \$150 from core funding.
- Health Science Undergraduate Student Union passed \$200 from core funding.
- Political Science Councillor explained that there would be a motion drafted at the next meeting.
- Archaeology Councillor mentioned that the motion had been brought up but had not been formally approved at a meeting.
- Chemistry Student Union passed \$200 from core funding.
- Physics Student Union passed \$200 from core funding.
- Society of Arts and Social Sciences Alternate mentioned that a motion of \$400 had been discussed and would be voted on during the next week and that there had been discussion of hosting a fundraising event in January 2022/February 2022 to support flood victims.
- Psychology Student Union had discussed the motion but had not settled on a number.
- Behavioural Neuroscience Student Society passed \$100 from core funding.
- English and Geography Student Unions were still discussing the motion.
- VPIOD clarified that the deadline for donations would be on the 15th of December 2021 as the SUB would be physically closed afterwards. There was potential for more fundraising in January 2022.
- SUS Councillor explained that SUS had assumed that these core funds would be donated towards SFSS initiatives, and they had planned to allot \$1000 from their funding towards this.

9.2 RedBull Proposal SUB Gaming Lounge

SUBMITTED BY: VP Internal & Organizational Development “Corbett Gildersleve”

- VPIOD explained that in conversations with RedBull, RedBull had expressed interest in funding the SUB gaming lounge which they wanted to name the RedBull Gaming

Lab. RedBull had been supporting many university gaming labs to support Esports and was offering to renovate the space to their brand and style to make the space feel unique. Overall, RedBull would get title rights, contribute 50K to the renovation budget to upgrade the lounge, introduce branded infrastructure to the space, and distribute RedBull in the SUB. Additionally, they would sign a 5-year term agreement with an option for a 6th year with a ROFR, contribute \$12.5K spread across 5 years, and have access to host RedBull events & utilize the space.

- Political Science Councillor mentioned that he thought it would be foolish to turn down this proposal as Clubs have previously collaborated successfully with RedBull.
- Software Systems Councillor mentioned that RedBull partnered a lot but rarely gave permission to use the logo. He mentioned that it was cool for gamers.
- GSWS Councillor reminder that in 2020 RedBull top Executives had racist slides in a presentation. She mentioned that Councillors should be aware of this issue before agreeing to partner with the company although it appeared that the Executives had been fired.
- Environmental Science Councillor mentioned that this could increase student engagement and expressed excitement for the future of SFSS and SFU student life.
- SUS President asked if there had been conversations with any other energy drink companies. He also suggested considering if the changes the RedBull wanted to make in the SUB and see how disruptive these changes would be in the SUB and suggested setting ground rules. VP IOD explained that there had not been any consultation with other energy drink companies since the SFU Esports Association had been facilitated that connection.
- IAT Councillor mentioned that they had also worked with RedBull and had a positive experience.
- English Councillor highlighted that the monetary commitment would be around \$50K for 5 years and then \$12.5K a year and was not sure if the money was worth it for the advertisement.
- In response to Software Systems Councillor inquiry about say over design the SFSS would have, VPIOD explained that RedBull would supply mockups as part of their suggestions for the space and the SFSS would give feedback.

9.3 Memory Express SUB Gaming Lounge

SUBMITTED BY: VP Internal & Organizational Development “Corbett Gildersleve”

- VPIOD explained that this would be a 2-year agreement for a zero-cost lease on computers. Memory Express would pay for repairs and replacements. VPIOD explained that this would save the SFSS \$30K. He explained that the delay with the proposal had been due to delays with the MOU between SFU Esports and SFSS.
- VP IOD described the details. Hardware would include 16 full desktop PC setups including monitors, peripherals, networking hardware and Windows 10, 1 year PC hardware with no interest and no fees. He explained that the warranty would include 4 additional full setups will remain available at the memoryexpress Vancouver store for replacement parts in the event there are any defects or issues within the first year. Memoryexpress would also provide support including on-site services for troubleshooting and hardware replacement installation, email support, discord/voice support, 24-hour next day service for on-site support. Renewal would include a sponsorship that converts to a 2-year lease with interest rates and terms to be made

available at month 9 of the 1-year agreement, include all desktop PCs, monitors, peripherals, and networking hardware. Warranty, delivery and set up would be included for each term renewal moving forward.

- Requests made by memoryexpress include a request for SFSS to cover shipping fees with liability insurance for all 20 full desktop set ups from Edmonton to Vancouver which would cost \$1200 CAD, naming rights to the SFU Gaming Lounge “Memoryexpress Gaming Lounge”, and ACADME desktop shortcuts available year-round on all PCs. v
- In response to an inquiry from GSWS Councillor about gaming consoles, VPIOD explained that there had been some PS4s and Xbox’s that had been purchased by previous Boards that were out of date, but that equipment would be handed by John Walsh, Building Manager.
- In response to a question from Software Systems Councillor if RedBull and MemoryExpress were aware that the SFSS was talking with both companies, VPIOD explained that they were aware but preferred to deal with the SFSS separately and then figure out any areas of conflict later.
- In response to Mathematic Councillor’s comment about the apparent age of the agreement due to the outdated CPU, VPUOD agreed, stating that the document was, in fact, two years old.
- VPIOD explained that he would look into the creation of a working group.

10. NOTICE OF MOTION

10.1 STEPS Forward-MOTION COUNCIL 2021-12-01:11

SUBMITTED BY: VP Internal & Organizational Development “Corbett Gildersleve”

Whereas the SFSS has the ability to set policy around the collection of SFSS student activity

fee including exemptions;

Whereas the STEPS Forward program supports SFU students with developmental

disabilities to complete university courses;

Whereas these students are registered in SFU courses and SFU considers them to be

undergraduate students;

Whereas STEPS Forward has approached the SFSS requesting that their members become

full members of the SFSS;

Whereas students are only SFSS members where they pay an activity fee;

Whereas STEPS students take courses that SFU’s system designates as audit courses;

Whereas in the early 1980s Forum (Board of Directors) passed a motion to exempt students

solely taking audit courses from paying student society fees;

Whereas the SFSS has not been in the practice of collecting student society fees from

students only enrolled in auditing courses;

Whereas FP-1 Student Society Fees was not amended to reflect the motion or the practice of not collecting fees from students only enrolled in auditing courses;

THEREFORE, Be it resolved that Council begin charging an activity fee for students enrolled in the STEPS Forward program so they can become SFSS members by adding the following sentence to FP-1 following the current s. 1.13, and renumbering the policy accordingly:

"1.14 Students only enrolled in auditing courses are exempt from all student society fees, excluding students enrolled as undergraduate students through SFU's Inclusive Post-Secondary Education partnership with STEPS Forward, which students will be charged Student Society Fees."

10.2 Concurrent Studies-MOTION COUNCIL 2021-12-01:12

SUBMITTED BY: VP Internal & Organizational Development "Corbett Gildersleve"

Whereas the SFSS has the ability to set policy around the collection of SFSS student activity fee including exemptions;

Whereas the students in the Concurrent Studies program are BC high school students with high academic standing and who can take one or two SFU lower division courses while in high school;

Whereas the number of students enrolled in the concurrent studies program amount to approximately 44 students per year;

Whereas SFU has approached the SFSS asking for students in the Concurrent Studies program to be exempted from being charged the student activity fee;

Whereas the exclusion of concurrent studies students from the collection of student society fees would not have significant impact on SFSS fee revenue;

Whereas by being exempt from the student activity fee, they would no longer be members of the SFSS and would not receive services and benefits;

Be it resolved that Council cease collecting an activity fee for students enrolled in the concurrent studies program and thus cease being SFSS members by adding the following sentence to FP-1 Student Society Fees following the current s. 1.13, and renumbering the policy accordingly:

"Concurrent Studies students are exempt from all Student Society Fees"

Be it further resolved that Council approve amending FP-1.14 by adding the following after the current subitem (c):

"d) students enrolled in the Concurrent Studies program,"

Be it further resolved that Council approve amending FP-1.15 with the following after the current subitem (d):

"e) students enrolled in the Concurrent Studies program."

11. 30 MINUTES Q&A

- In response to a question from Software Systems Councillor about the date of the next Council meeting, President explained that he would try to not call another meeting in December unless there was an emergency and that the next meeting would likely be Wednesday, January 19th, 2022.

12. ATTACHMENT

- 12.1 StormHacks_2022_Grant_Proposal
- 12.2 Prayer Room in the SUB Briefing Note 25.11.21.docx
- 12.3 BN_SASS-SUS Common Room Budget
- 12.4 P307203 - Final Estimate (1)
- 12.5 SUS Spring Frosh Grant 2022 - Sheet1
- 12.6 Union_grant_request_info (1)

13. ADJOURNMENT

13.1 MOTION COUNCIL 2021-12-01:13

Shashank/Abhishek

Be it resolved to adjourn the meeting at 7:49.

CARRIED UNANIMOUSLY

StormHacks 2022 Grant Proposal

1. Executive Summary

StormHacks 2022 is a 48-hour virtual hackathon taking place from February 18-20, 2022. This event is organized by SFU Surge, and aims to connect 400+ students across disciplines to solve problems related to mental health, accessibility, and education.

SFU Surge was founded in Fall 2019 with the mission to promote curiosity and excitement for a future in technology, while guiding students on their paths to career success. Hackathons are design sprint-like events where students from diverse backgrounds collaborate intensively in teams to build a project from scratch in a short amount of time. In February 2021, we virtually hosted our inaugural hackathon, StormHacks 2021.

Featuring beginner-friendly workshops, a mini career fair and engaging contests, StormHacks 2021 was extremely well-received from all student participants, SFU alumni, mentors, judges and sponsors. Despite being SFU Surge's first hackathon, StormHacks 2021 received over 600 applicants of which 70% were SFU students. We received 60 project submissions, and awarded over \$5,000 worth of prizes.

Our goal is to make large-scale hackathons a staple in the SFU community. Building on the success of StormHacks 2021, we plan to host a larger, more inclusive and impactful hackathon for 2022. StormHacks 2022 aims to break down conventional hackathon barriers and introduce an event that promotes multi-disciplinary efforts and a focus on increasing diversity in tech. We hope to increase the number of students to 400+, up from StormHacks 2021's 300+ attendees.

StormHacks 2022 is projected to cost \$30,495.16 to cover prizes, merchandise, food vouchers, and an all-in-one virtual platform. The SFSS helped realize StormHacks 2021 by contributing \$15,000. We are requesting \$20,000 in funding from the SFSS to support StormHacks 2022, with the remaining \$10,000 coming from external sponsorships. Amazon, GitHub, and SAP have already expressed interest in being involved in StormHacks 2022, solely based on the success of StormHacks 2021.

The goal of this proposal is to provide a detailed overview of our vision for this event and justification for our planned budget. Through StormHacks we hope to strengthen our relationship with the SFSS. We strongly believe that StormHacks is one of many events that SFU Surge can organize alongside the support of the SFSS to empower our student community.

2. SFU Surge

SFU Surge is an all-inclusive organization aimed to promote curiosity and excitement for a future in technology, while guiding students on their paths to career success.

We are an innovative community that empowers students through various endeavors:

- **Projects:** By providing resources, mentorship and hands-on experience, we support teams in building projects to expand their portfolio.
- **Events:** Workshops and demos challenge students to build skills and amplify their curiosity about trending and innovative technology.
- **Networking:** Offering mentorship sessions, mixers and talks help students succeed and encourage them through personal and inspirational connections.

StormHacks combines these three aspects over the course of a memorable weekend filled with mini-contests, workshops, sponsor booths, and more.

3. About StormHacks

3.1. What is a hackathon?

A **hackathon** is an “invention marathon” where people collaborate intensively in teams of 4-5 to build a project (app, website, etc.) from scratch in a short amount of time (typically 24-48 hours).

3.2. StormHacks 2022 Overview

StormHacks is SFU’s largest hackathon, organized by SFU Surge. Projects created at StormHacks 2022 will focus on themes of **accessibility**, **mental health**, and **education**.

Who will participate?	Students who are currently enrolled or recently graduated at the time of the event, industry professionals, alumni, sponsor representatives. We expect SFU students to comprise 70% of the projected 400+ attendees (~280 SFU students).
When will it take place?	February 18 @ 6:00PM - February 20 @ 6:00PM, 2022 (48-hour event)
Where will it take place?	Virtual Event Platform
How much will it cost to participate?	StormHacks is free for all participants. (see Major League Hacking section on page 9 for justification)

While hackathons have traditionally been focused on students from the Applied Sciences, in recent years we have seen diversification of attendee backgrounds. StormHacks 2022 serves

to further break down these traditional barriers to become an inclusive event for students of all disciplines. StormHacks is a great way for all students to explore the field of technology.

3.3. Why host a hackathon?

3.3.1. Foster innovation to solve real world problems

Hackathons are an incredible way to learn new skills, create impactful projects, build meaningful connections, and share ideas. The competition's interdisciplinary nature draws a large and diverse community together.

During hackathons, students tackle real-world problems which require diverse perspectives to create impactful solutions. Students are challenged to use their knowledge and creativity to innovate for social good. Some of these ideas expand beyond the hackathon—becoming fully fledged initiatives that positively impact surrounding communities.

Recognizing the difficulties that the pandemic has presented in our communities, StormHacks 2022 will focus on themes of accessibility, education and mental health. The hackathon offers an opportunity to tackle these challenges together.

3.3.2. Students gain experience, networking, resources

Students from all different backgrounds are welcome and encouraged to participate. At StormHacks, students get the opportunity to engage in cross-disciplinary collaboration. StormHacks 2021 saw students studying computer science, design, business, engineering, health science, data science, math, economics, biology, psychology, and more.

A key objective of StormHacks is to connect students with industry leaders. During the event, participants have the opportunity to receive mentorship and feedback from industry professionals on their projects. At the StormHacks career fair, participants can establish professional relationships and learn about career opportunities at various companies.

Many students participate in hackathons because of the low opportunity cost. Within a short period of time (i.e. one weekend), students gain a lot of valuable experience from collaborating to create a project from scratch. Many students mention hackathon projects when applying to jobs. In addition to creating a portfolio-ready project, students build soft and hard skills during the development process. Below is a chart with some examples of skills they can improve at StormHacks:

Skill	Example of how they can build this skill at StormHacks
Problem-solving	Participants need to review related information in order to develop and evaluate options and implement their solution
Communication	Participants need to articulate their ideas clearly to their team members and mentors to work through challenges
Organization	Participants need to efficiently prioritize and delegate tasks to ensure completion of their project scope
Programming	Participants need to implement their project idea using various technologies and programming languages
Presentation	Participants need to present a problem to judges and clearly explain the impact of their project
Research	Participants need to conduct research on their project topic to identify the problem and justify their solution

3.3.3. Increasing community engagement at SFU

StormHacks strives to build an active, engaged community around SFU. An event of this scale contributes to SFU as a community-engaged campus by fostering connections with alumni and external organizations.

“A community-engaged campus acts bravely, committing itself to equity, diversity, and inclusion by embracing collaborative practices of knowledge creation, teaching, research and creative activity.”

— SFU Office of Community Engagement

A SFU-based hackathon shines a spotlight on the university’s students and their potential beyond their academic career. StormHacks has the capability to build SFU’s institutional capacity for teaching, research and creative activity that results in community impact.

3.4. How will StormHacks support diversity and inclusion?

Hackathon participants are generally composed of third and fourth year computer science students. Although we have seen increased diversity in recent years, there is still a lot of room for improvement in this aspect.

To make StormHacks as inclusive as possible, we plan to include beginner-focused workshops and focus our marketing efforts towards marginalized communities.

At StormHacks 2021, 45% of our attendees were first-time hackers. In the week leading up to StormHacks we run a series of workshops called “The Calm Before the Storm” (see appendix section 6.2.), primarily aimed at first-time hackers or beginners. These workshops prepare participants for the hackathon by teaching them technical and transferable skills they can apply when working on their projects. All our pre-hackathon workshops will be recorded and available on YouTube for everyone to view.

Additionally, we have introduced global themes like mental health and accessibility to broaden the scope of our hackathon outside of the “conventional” applied sciences. These interdisciplinary themes encourage projects to be created through cross collaboration from different majors.

With an abundance of mentors and resources, hackathons are a perfect opportunity to explore the field of technology and programming. We are passionate about this topic because we have been in the same shoes and participated in hackathons ourselves. Our organizing committee encompasses different backgrounds—united by our curiosity in technology. Knowing how intimidating it can be to enter the field of tech, we take pride in extending efforts to make our hackathon as welcoming as possible to everyone regardless of their background or field of study. As an example, we have dedicated a “Best Beginner Project” award to first-time hackers and beginners to celebrate their learning and growth.

At StormHacks we want to commit our efforts in promoting the hackathon to marginalized communities and underrepresented groups in the tech community. To encourage students from marginalized communities to participate in StormHacks 2022, we plan to reach out to the following groups within the SFU community:

- Disability and Neurodiversity Alliance
- First Nations Student Association
- Out on Campus Collective (OOC)
- Students of Caribbean & African Ancestry (SOCA)
- Women Centre Collective (WCC)

3.5. Stats and Feedback from StormHacks 2021

Our inaugural hackathon, StormHacks 2021 (<https://stormhacks.com/stormhacks2021>), showcased a high demand for hackathons within the SFU community. The statistics demonstrate its large impact on our community and demand for StormHacks 2022:

- **600+** Applicants
- **300+** Hackers
 - 38% Female
 - 61% Male
 - 1% Other
 - 70% SFU students

- **75 Judges and Mentors**
 - 60% SFU alumni
- **20 Sponsors**

Out of 104 participant responses on our StormHacks feedback form, the average score for how likely they would recommend the event to a friend was 9/10.

We are planning to improve the event based on feedback we collected after StormHacks 2021, with the most common points being:

Feedback	Improvement
More time for hacking	StormHacks 2022 will be a 48-hour event compared to StormHacks 2021's 24 hours.
Having live sessions/streaming throughout the event instead of text announcements through Discord for clearer communication and direct interaction with participants	We will use an all-in-one virtual event platform with built-in support for live-streaming, video chat rooms, and judging.
More interaction between mentors, participants, and judges	
Make the judging process more efficient and streamlined	
More prizes, merch and contests to incentivize and engage participants throughout the event	Increased budget for prizes, merch and contests compared to StormHacks 2021

3.6. Goals and Metrics for Success

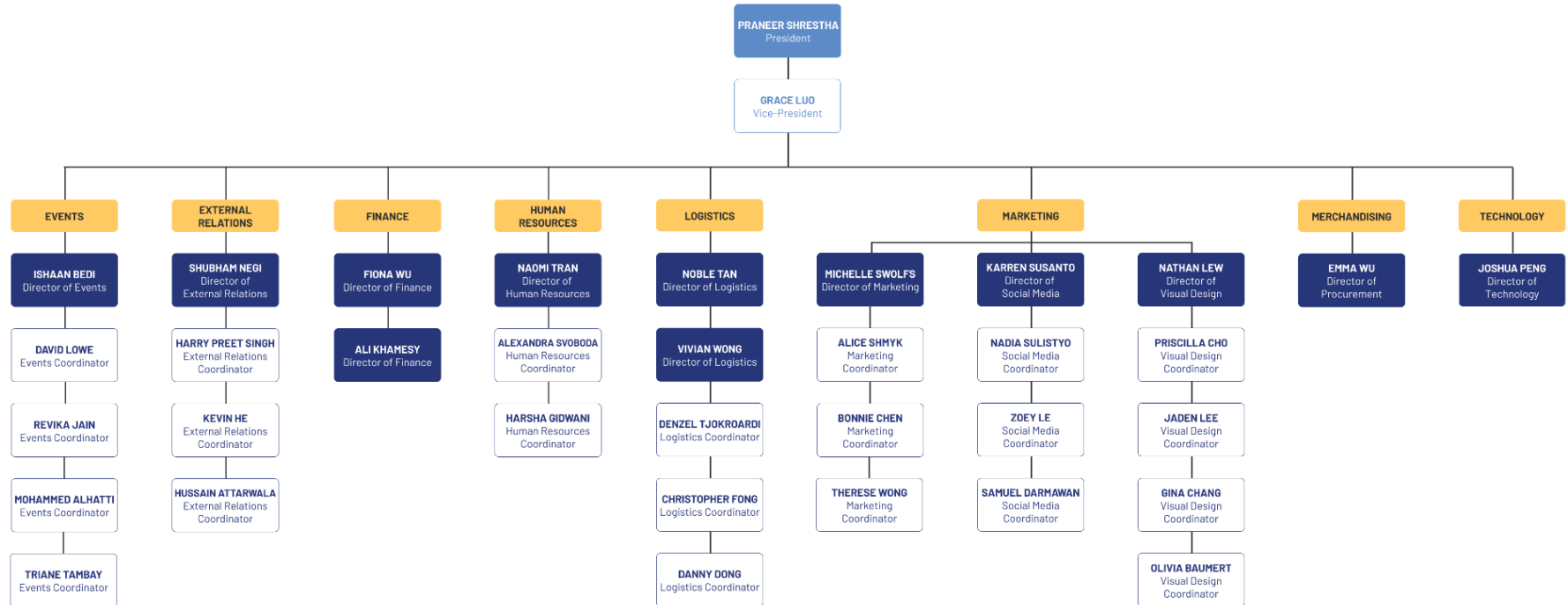
We plan to measure the success of StormHacks via the following key performance indicators:

- 3.6.1.** Total event registrations and check-ins
- 3.6.2.** Event feedback surveys (from participants, mentors, judges, and sponsors)
- 3.6.3.** Net promoter score (how likely a participant would recommend this event to friends)
- 3.6.4.** Number of returning participants from StormHacks 2021
- 3.6.5.** Number of project submissions
- 3.6.6.** Event analytics collected from the virtual event platform such as:
 - 3.6.6.1.** Live stream and video analytics (attendee count throughout live sessions)
 - 3.6.6.2.** Attendee engagement and networking metrics (chat, Q&A data, etc.)

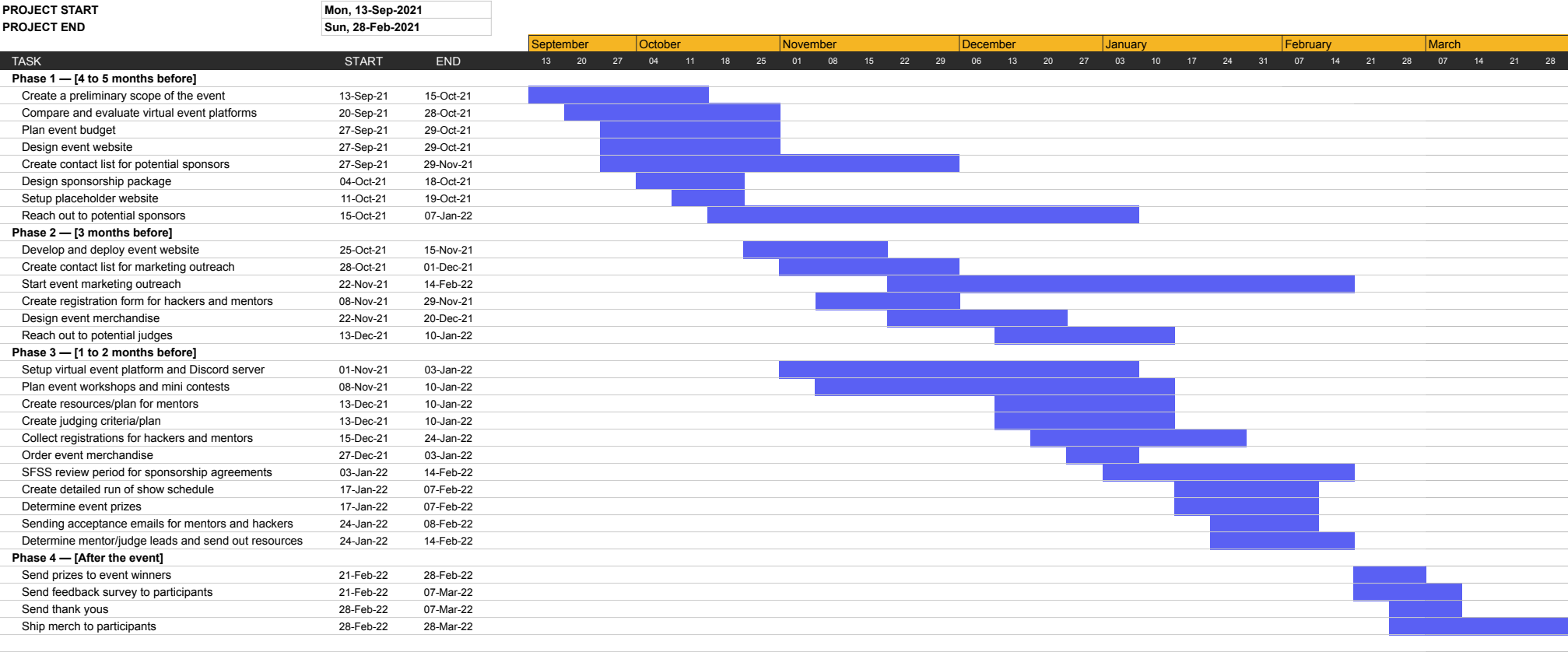
4. StormHacks 2022 Planning

4.1. Organizing Team

The StormHacks organizing team consists of members from the SFU Surge executive team, with 80% of our StormHacks 2021 organizing committee returning to organize StormHacks 2022. Our team of interdisciplinary students has successfully organized 50+ events, both in-person and virtual. Our director of logistics also has past experience organizing FAS Formal. As such, our team is well-experienced in organizing large-scale events.



4.2. StormHacks Timeline



4.3. External Outreach Plan

Sponsors at hackathons are a key attraction for students. They offer expertise in industry products and networking opportunities that can lead to job recruitment.

There are two main categories of sponsors for hackathons:

- Financial/Monetary Sponsors — Provides funding for services
- In-kind Sponsors — Donor companies; they can provide merch, educational services such as workshops, etc.

Currently our external relations team is reaching out to 12 organizations per week. This initial outreach is to inform external companies about our event and generate interest in becoming a sponsor for our hackathon. To be clear, these conversations are **not** confirmations to any type of agreement. All partnerships will be communicated and only confirmed with the approval of the SFSS. We project to attain at least 30 external organizations (both monetary and in-kind) that will help sponsor our event. Sponsors will help us diversify our funding. Our club's goal is to raise **\$10,000** from external sponsors, which is approximately $\frac{1}{3}$ of the total event cost.

To provide evidence of sponsor interest and justify our external outreach goals, at StormHacks 2021, we obtained 20 sponsors including SAP, GitHub, Fortis BC, and Guusto. GitHub and Guusto have already expressed interest in being involved with us again in StormHacks 2022, and are willing to proceed with financial sponsorship pending SFSS approval.

Furthermore, Amazon and Intact Financial have also contacted Surge requesting to be financial sponsors for StormHacks 2022. Amazon has already provided a preliminary offer of \$5.50 per hacker, which we estimate to total \$2,200 with our anticipated attendee count of 400.

These external sponsors expressed their interest in our event, solely based on the success of StormHacks 2021—as marketing for StormHacks 2022 has not yet begun. Therefore, we believe our goal of raising \$10,000 through sponsorship outside of the SFSS is achievable.

4.4. Major League Hacking (MLH)

We are also looking into accrediting StormHacks with Major League Hacking (<https://mlh.io/>). MLH is the official student hackathon league. Each year, MLH powers over 200 hackathons to inspire more than 65,000 students around the world. Partnering with MLH would offer StormHacks event promotion on a global scale, screening to verify project integrity and other hackathon resources for organizers including 1-on-1 mentorship sessions, on-site (virtual) support, and a wide variety of educational workshops. MLH requires member events to be free of cost for all participants. This also ensures the event is accessible to everyone.

Being recognized as an MLH hackathon designates StormHacks as a globally renowned hackathon.

4.5. External Funding

We are currently in the process of seeking external funding from the following organizations. Note that all listed organizations are potential sponsors and not yet confirmed. All potential sponsors will be communicated to the SFSS for approval prior to any agreement. Also note that this contact list of potential sponsors is not final, and more organizations may be added throughout the sponsorship seeking phase.

SFU Student Organizations	SFU Organizations	External Organizations					
WICS (Women in Computing Science)	SFU Alumni Association	Amazon	Hootsuite	Deloitte	RBC	Fujitsu	Fraser Health
Software Systems Student Society (SSSS)	SFU Fair Trade	Microsoft	Mobify	Cisco	TD	Machobear	Nestle
Engineering Student Society (ESSS)	Beedie School of Business	SAP	Slack	KPMG	BMO	Guusto	NetGear
Communications Student Union (CMNSU)		Github	Samsung	Intuit	Scotiabank	Digital Health Circle	BeatDapp
Women in Engineering (WiE)		EA	Tableau	Intact Financial	HSBC	Innersloth	Fortis BC
Computer Science Student Society (CSSS)		Figma	Oracle Canada	ICBC	CIBC	Engine Digital	NetApp
Interactive Arts and Technology Student Union (IATSU)		Shopify	Kabam	Ernst & Young	Capital One	Sun Life	AutoDesk
The Business Administration Student Society (BASS)		Salesforce	Visier	Coinbase	Vancity	Ergonomyx	Reckitt
Management Information Systems Association (MISA)		IBM	Yelp	PricewaterhouseCoopers (PwC)	Indeed	Teck Resources	Major League Hacking (MLH)

5. Budget

5.1. Overview

5.1.1. General assumptions and notes:

- 5.1.1.1. We are expecting a 33% increase in attendance based on the success of StormHacks 2021, with a MLH representative noting it was the “most organized hackathon” they’d ever attended.
- 5.1.1.2. To be as accurate as possible, the costs estimated are based on the actual expenses accrued from StormHacks 2021 and MLH’s budgeting guidelines:
<https://guide.mlh.io/in-person-hackathons/getting-sponsorship/budgeting-your-hackathon>.
- 5.1.1.3. All amounts are in Canadian dollars unless specified otherwise.
- 5.1.1.4. Tax is included for all expenses listed in the budget.
- 5.1.1.5. The planned budget aims to address the feedback from StormHacks 2021 (listed on page 6).

5.1.2. Important note:

The purpose of the budget for this event is to break even. As an SFSS club, Surge is designated as non-profit, therefore, in accordance with SFSS’ MPG-2.15, any unused funds not from external sponsors will be paid back to the society. All funds received will go directly into event operations and improving the experience for participants. We plan on making StormHacks an annual SFU hackathon. We have allocated a 15% contingency budget to prevent any scenario that would result in a deficit.

5.1.3. Our Ask

The SFSS helped realize StormHacks 2021 by contributing \$15,000. For StormHacks 2022, we are requesting \$20,000 in funding from the SFSS to support a larger, more engaged hackathon.

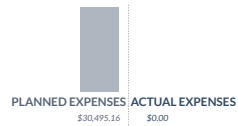
5.2. StormHacks 2022 Budget

Budget

Organization	SFU Surge
Event Directors	Noble Tan, Grace Luo, Pranee Shrestha
Director of Finance	Ali Khamesy

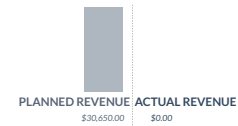
Projected Attendance	506	
Hackers	400	
Canadian and Presenting	288	Based on historical data
Organizers	36	
Mentors	30	
Judges	10	
Sponsors	30	

Expenses	\$30,495.16
Balance	\$154.84
Actual Difference	\$0.00
<small>*Tax included in all items</small>	



Expenses

Item	Base Cost	Quantity	Planned	Actual	Difference	Notes
VIRTUAL PLATFORM (Subtotal: \$5,555.00)						
Service Charge	\$5,555.00	1	\$5,555.00			Socio, 4000 USD with BOC conversion rate
SERVICES (Subtotal: \$40.00)						
Fitness instructor	\$40.00	1	\$40.00			
PRIZES (Subtotal: \$8,250.00)						
Prizes (1st place)	\$1,500.00	1	\$1,500.00			
Prizes (2nd place)	\$1,000.00	1	\$1,000.00			
Prizes (3rd place)	\$500.00	1	\$500.00			
Best UX/UI Design	\$400.00	1	\$400.00			
Best Beginner	\$400.00	1	\$400.00			
Best Pitch	\$400.00	1	\$400.00			
Women in Tech Prize	\$400.00	1	\$400.00			
Best Hardware Hack	\$400.00	1	\$400.00			
Honourable Mention	\$100.00	5	\$500.00			
Audience Choice	\$150.00	3	\$450.00			
Sponsor Prizes	\$250.00	8	\$2,000.00			Matched in Revenue by Sponsors
Contest Prizes (1st Place)	\$15.00	10	\$150.00			
Contest Prizes (2nd Place)	\$10.00	10	\$100.00			
Contest Prizes (3rd Place)	\$5.00	10	\$50.00			
MERCHANDISE (Subtotal: \$6,545.90)						
Shirts	\$7.00	288	\$2,016.00			Only to Canada based presenters
Organizer/Mentor/Judge shirts	\$10.00	106	\$1,060.00			Different shirt color/design in smaller bulk orders
Masks	\$5.00	264	\$1,320.00			130 masks carried over from StormHacks 2021
Packaging	\$0.22	207	\$46.50			
Shipping	\$8.00	207	\$1,654.40			Ship to Canada based presenters who cannot pick up
Mentor/Volunteer thank you gifts	\$15.00	30	\$450.00			Giftcards/Giftbaskets
MARKETING AND PRINTING (Subtotal: \$187.50)						
Posters (Colour 11 x 17)	\$0.75	50	\$37.50			
Social Media Post Boosting	\$50.00	1	\$50.00			Instagram, Facebook
Giveaways	\$25.00	4	\$100.00			
FOOD (Subtotal: \$6,200.00)						
Meal Coupons (UberEats Voucher)	\$20.00	310	\$6,200.00			Voucher for SFU students (70% of attendees), mentors and organizers
MISCELLANEOUS (Subtotal: \$3,716.76)						
Contingency	15%	N/A	\$3,716.76			



Revenue

Item	Base Revenue	Quantity	Planned	Actual	Difference	Notes
SFU ORGANIZATIONS (Subtotal: \$23,000.00)						
Simon Fraser Student Society	\$20,000.00	1	\$20,000.00			
Various Department Student Unions	\$500.00	1	\$500.00			
SFU Faculty of Applied Sciences	\$500.00	1	\$500.00			
SFU Alumni Association	\$2,000.00	1	\$2,000.00			
EXTERNAL SPONSORSHIPS (Subtotal: \$7,650.00)						
Sponsorships (Prizes)	\$250.00	8	\$2,000.00			Matched in Expenses by Prizes
Sponsorships (Bronze)	\$500.00	3	\$1,500.00			
Sponsorships (Silver)	\$700.00	1	\$700.00			
Sponsorships (Gold)	\$1,250.00	1	\$1,250.00			
Amazon	\$5.50	400	\$2,200.00			\$5.5/person

5.3. Expenses

5.3.1. Virtual Platform

One of the recurring pieces of feedback we received from StormHacks 2021 was to improve the level of engagement throughout the event. StormHacks 2021 took place on Discord, a digital platform where users could communicate via text and voice channels. Due to the limited capacity of our Discord server, participants engaged in the event with text messaging and voice calls rather than video chats. Using Discord limited the interaction between participants, since they could not 'stop by' to see what each team was working on as they would during an in-person hackathon. We also used Zoom to host workshops, but switching between different applications caused some confusion among participants and organizers. To increase engagement and improve the hacker experience for StormHacks 2022, we are planning to host the hackathon on Socio, an all-in-one virtual event platform. Using a virtual event platform like Socio will streamline all aspects of the event including scheduling, judging, live streaming, announcements, and workshops.

5.3.2. Why Socio?

Our logistics team compared and evaluated several event platforms for hosting StormHacks 2022, including Hopin, Whova, and Socio. The allocated budget of \$5555 is based on the \$4000 USD (excluding tax) quote we received from Socio (see below). We calculated the cost by converting \$4000 USD to CAD based on the Bank of Canada's monthly average conversion rate and adding British Columbia tax (12%). Hopin had the highest cost (\$6000) and did not include the features necessary to run our event. Whova offered some of the features we were looking for such as integration with streaming platforms, sponsor booths, and analytics. While it was the least expensive option at \$3279 USD, the platform was not very user-friendly and did not provide any accessibility features (i.e. for participants with vision impairment). We are leaning towards Socio as it offers all of the features we are looking for, allows us to customize our event platform to match our branding, and provides the best user experience for participants.



QUOTE

1-877-336-2888 x124
logan@socio.events

115 W. Washington St.
Suite 1190
Indianapolis IN 46204

Attention: Denzel Tjokroardi

Date: 10/19/21

Description	Cost
Socio Virtual Platform	\$ 5,000
Student/Education Discount	\$ (1,000)
	\$ 4,000

Note: Pricing is listed in USD.

5.3.3. Services

5.3.3.1. Fitness instructor

We want to ensure hackers' wellbeing and encourage them to take breaks throughout the event. As such, we held a 1-hour yoga workshop last year to help them relax and move around after a long day of innovating. This workshop was extremely popular and well-received by participants, so we plan to hire a fitness instructor for a similar workshop during StormHacks 2022. The allocated amount of \$40 is based on the rate we were charged last year for the yoga session.

5.3.4. Prizes

Prizes are a key component of hackathons and influence the energy of the event. At StormHacks, we want to challenge students to build inspiring projects from which they gain valuable learning experiences. Prizes incentivize students to join the hackathon and produce a quality project to present to judges, as they could be rewarded for their hard work. Since it is optional for teams to submit their projects for judging, offering various prizes strongly motivates students to showcase their work making the most of their experience. The more projects that are submitted, the more ideas are shared—boosting the hackathon experience and engagement for the entire community (hackers, sponsors, judges, and mentors). For these reasons, we have dedicated the largest portion of our budget towards prizes.

Please note that except for the sponsor prizes and major category prizes (1st, 2nd and 3rd place), all other prizes are non-monetary. Prize winners for categories such as “Best UX” or “Best Beginner” will win experiences or sustainable items they can use after the hackathon. The proposed budget of these prizes includes shipping. Offering a diverse range of prize categories also improves the event's inclusivity. We want to create opportunities to celebrate everyone's achievements regardless of their level of experience or field of study. Therefore, we have included a wide array of prizes such as “Best Beginner Project”, “Best Pitch”, and “Best User Experience Design”.

For sponsor prizes, the sponsoring organizations will select their own criteria and rewards. Offering prizes based on different requirements and social objectives (environment, health, accessibility, etc.) generates a diverse range of projects with unique ideas. In the budget, the sponsor prizes will be matched in revenue by the sponsor funded prizes.

Mini-contests during StormHacks 2021 were extremely popular among participants, offering them an opportunity to interact with people outside of their team. As such, we are planning to run more mini-contests such as speed-typing contests with prizes to incentivize participants to take a break and engage in the event.

5.3.5. Merchandise

Merchandise serves a variety of goals and benefits for StormHacks. It is customary for hackathons to provide merchandise (e.g. t-shirts) for their participants. Receiving merchandise enhances participants' experience, making the event more memorable. Furthermore, it helps us build our brand and reputation. Sponsors also expect merchandise with their branding as part of their agreement. One of the primary reasons organizations sponsor hackathons is to increase their outreach and advertising. Hackathon merch such as t-shirts typically feature sponsor logos which bring visibility and awareness to our event and sponsor organizations. To align with the values of the SFSS and encourage sustainability, we are taking extra precautions to ensure our suppliers are eco-friendly. We plan to distribute t-shirts and masks, as these items are very practical and reusable. Being apparel items, any branding on our merchandise will be easily visible when worn.

Merchandise is a significant cost of the budget (~22%), however, $\frac{1}{4}$ of that cost is due to shipping and packaging, an element that would be void for an in-person event. In-person hackathons have the advantage of being able to bulk purchase merchandise and distribute it during the event. However, during an online hackathon, we have to ship merchandise to each participant individually.

Throughout the planning phase, a critical decision we had to make was whether StormHacks 2022 would be in-person or virtual. While the uncertainty of the pandemic was the driving factor for hosting a virtual event, another key factor was the budgeting for a physical venue. The SFU gymnasiums managed by SFU Athletics and Recreation was the most economically viable option costing \$14,060 (see appendix section 6.1). With a virtual event, instead of spending around \$14,000 on the venue, we will only spend \$1,700 to ship merchandise. Ultimately, our logistics team decided that a virtual hackathon would be the smarter and safer choice. With that decision, although we have to pay for shipping costs, this is more than offset by the savings in venue.

We have taken several measures to reduce merchandise-related costs as much as possible.

We will only be providing merchandise (t-shirts and masks) to hackers within Canada that present their projects to judges. Compared to shipping merchandise to all hackers, by introducing this requirement, we save \$1,760 in related costs (\$800 from t-shirts, \$560 from masks, \$400 from shipping).

The listed estimate of 288 hacker shirts is based on the percentage of attendees that resided in Canada during StormHacks 2021 (~90%) and the assumption that 80% of attendees will present their project. Although 70% of attendees presented their project in StormHacks 2021, we anticipate an increase due to the requirement that only teams that present will receive merch. We have also allocated a budget for organizer, mentor, judge

and sponsor shirts that will be different in colour and design to hacker shirts to distinguish each group's engagement within the hackathon. These t-shirts are slightly more expensive because the order amount does not qualify for the discounted bulk rates which begin at orders of 250 or more.

Similar to t-shirts, masks will be distributed to all hackers within Canada that present, alongside organizers, mentors, judges and sponsors. To be sustainable and cost-efficient, we will carry over the surplus of 130 masks from StormHacks 2021, saving \$650.

We recognize that shipping merchandise to individuals presents a significant cost. To lower shipping costs, we will only be shipping merchandise out to participants who:

- 5.3.5.1.** Are located in Canada at the time of the event
- 5.3.5.2.** Present their project to judges
- 5.3.5.3.** Are unable to pick up their merchandise from the SFU Burnaby Campus

As most SFU students are required to attend courses in-person, we estimate that 75% of SFU participants who satisfy the first two criteria will be able to pick up their merchandise in a contactless manner at a designated time and location after the event. We will be packaging and shipping merchandise out to the remaining qualified participants via Canada Post.

We plan to save further on shipping costs by purchasing prizes through Amazon Prime as part of their proposed sponsorship (non-applicable to custom order merchandise).

5.3.6. Marketing and Printing

5.3.6.1. Posters

With students back on campus, we will be printing and putting up 50 posters around campus to promote the hackathon.

5.3.6.2. Social Media Post Boosting & Giveaways

To increase our event's reach and visibility among potential participants and sponsors, we have allocated \$50 to boost our Instagram and Facebook posts. We will also host giveaways on social media to boost our marketing efforts and encourage people to register for the event. The giveaway prizes will be four \$25 gift cards to local businesses.

5.3.6.3. Food

Food is an integral part of the hacker experience. Typically we would cater meals, and order snacks and drinks in bulk for an in-person hackathon. For a virtual hackathon, we are instead planning to provide UberEats vouchers. To lower costs, these vouchers will only be provided to SFU students (70% of projected attendees based on historical data) and mentors adding up to 310 people. Eligible participants who check in during the event will receive a \$20 voucher that

is valid for the duration (48 hours) of the event. This comes to \$5/meal, which is slightly lower than MLH's \$7/meal guideline.

5.3.6.4. Miscellaneous

To mitigate risk, we chose to allocate 15% of the total event cost, or \$3,716.76, for our contingency budget. This offers protection against deficit and accounts for potential variance in the number of participants (which would affect merchandise and food voucher related costs).

5.4. Revenue

5.4.1. SFU Organizations

We are planning to reach out to these organizations at SFU to acquire funding:

- 5.4.1.1.** Simon Fraser Student Society
- 5.4.1.2.** Department Student Unions (DSUs)
- 5.4.1.3.** SFU Faculty of Applied Sciences
- 5.4.1.4.** SFU Alumni Association

While StormHacks 2021 was being planned, there was much uncertainty due to the pandemic. This caused nearly all sources of income, including external companies and department student unions to be cautious with their budgets due to market instability. Hence, most DSUs and FAS could not afford to sponsor StormHacks 2021. However, with recent increased stability surrounding the pandemic, we expect more opportunities for sponsorships and grants that allow us to host a bigger event.

5.4.2. External Sponsorships

Through external organizations outside of SFU, we are planning to raise \$7,650 to primarily cover the budget for prizes. Our sponsorship package includes different tiers (Bronze, Silver, Gold) depending on the commitment organizations are willing to make. This is outlined in the budget. As mentioned in the External Outreach Plan on page 9, Amazon is already willing to provide about \$2,200 based on estimated attendance.

6. Appendix

6.1. Venue Invoice — SFU Recreation, February 2020

SFU Athletics & Recreation

8888 University Drive, Burnaby, British Columbia, V5A1S6 | 778-782-4906 | rec@sfu.ca

SFU Surge
M-95373
sfusurge@gmail.com

Facility Rental Agreement #FR-11092

Date: 2/28/2020 4:02:21 PM
Status: Quote

CUSTOMER INFORMATION

SFU Surge
M-95373
sfusurge@gmail.com

EVENT PLAN

AGREEMENT ITEMS						
Item	Date	Unit Price	Adjustment	Desc.	Your Price	
VIP Room - Community (Qty: 1)	Sat, Sep 12 2020 9:00A to Sun, Sep 13 2020 12:00A	\$714.29	\$0.00		\$714.29	
Facilities: VIP Room Attendance: 1						
Fintess Studio - Community (Qty: 1)	Sat, Sep 12 2020 9:00A to Sun, Sep 13 2020 12:00A	\$571.43	\$0.00		\$571.43	
Facilities: Fitness Studio Attendance: 1						
Central Gym Day Rate - Community (Qty: 1)	Sat, Sep 12 2020 9:00A to 11:00P	\$2,000.00	\$0.00		\$2,000.00	
Facilities: Central Gym - East Side,Central Gym - West Side Attendance: 1						
West Gym Daily - Community (Qty: 1)	Sat, Sep 12 2020 9:00A to 11:00P	\$2,171.43	\$0.00		\$2,171.43	
Facilities: West Gym Attendance: 1						
Central Gym Hourly Whole - Community (Qty: 1)	Sat, Sep 12 2020 11:00P to Sun, Sep 13 2020 12:00A	\$175.00	\$0.00		\$175.00	
Facilities: Central Gym,Central Gym - East Side,Central Gym - West Side,Climbing Wall Attendance: 1						
West Gym Hourly - Community (Qty: 1)	Sat, Sep 12 2020 11:00P to Sun, Sep 13 2020 12:00A	\$180.95	\$0.00		\$180.95	
Facilities: West Gym Attendance: 1						
Central Gym Hourly Whole - Community (Qty: 1)	Sun, Sep 13 2020 12:00A to 7:00A	\$1,225.00	\$0.00		\$1,225.00	
Facilities: Central Gym,Central Gym - East Side,Central Gym - West Side,Climbing Wall Attendance: 1						
West Gym Hourly - Community (Qty: 1)	Sun, Sep 13 2020 12:00A to 7:00A	\$1,266.67	\$0.00		\$1,266.67	
Facilities: West Gym Attendance: 1						
Fintess Studio - Community (Qty: 1)	Sun, Sep 13 2020 12:00A to 7:00A	\$266.67	\$0.00		\$266.67	
Facilities: Fitness Studio Attendance: 1						
Fintess Studio - Community (Qty: 1)	Sun, Sep 13 2020 7:00A to Mon, Sep 14 2020 12:00A	\$647.62	\$0.00		\$647.62	
Facilities: Fitness Studio Attendance: 1						
Central Gym Day Rate - Community (Qty: 1)	Sun, Sep 13 2020 7:00A to 9:00P	\$2,000.00	\$0.00		\$2,000.00	

Facilities: Central Gym - East Side,Central Gym - West Side

Attendance: 1

West Gym Daily - Community Sun, Sep 13 2020 7:00A to 9:00P
(Qty: 1)

\$2,171.43

\$0.00

\$2,171.43

Facilities: West Gym

Attendance: 1

Sub Total: \$13390.49

Adjustments \$0

Total:

Sub Total

After \$13390.49

Adjustments:

Tax Total: \$669.51

Total: \$14060.00

6.2. “The Calm Before the Storm” — StormHacks 2021 Workshop Playlist

6.2.1. <https://www.youtube.com/playlist?list=PLI1NMgwHyFoxi20Da1am1cAuFvFHCXz6j>

Prayer Room in the SUB

Background

The need for a prayer room was communicated to the SFSS during consultations regarding gender-neutral washrooms and an ablution room in the SUB back in March 2021.

Through conversations with SFU Muslims Student Association, SFU Multifaith Centre, and the SUB Building Manager, John Walsh, we identified a possible space for a prayer room in the SUB. On April 19, 2021 The SFSS Board of Directors passed a motion to turn room 2402 into a multifaith prayer space.

This **multifaith prayer space** is for students from many different religions who need a prayer space. This means Jewish, Christian, Hindu, etc. students could use the space for prayer and reflection. However, it is noted that prayer spaces may predominately be used by Muslim students.

Reasons put forward for the multifaith prayer space:

Need

- A prayer room is very important for students, particularly Muslim students, as they pray multiple times a day
 - Muslim students pray 5 times a day in total, and 1-3 times would be on campus
 - in winter, prayer times are less spaced apart so the prayer space would be used more often
- Currently 4,000 to 5,000 students use the prayer room per week in the Multifaith Centre
- Demand for prayer space will grow as more students enroll at SFU

Accessibility

- The old prayer room in the Multifaith Centre in the AQ is inaccessible (the Multifaith Centre flooded during the campus shutdown) and inadequate (the space too small to accommodate the amount of students who use it)
- As the SUB is in the center of the university, having a prayer room here would be closer to many students so people would not have to walk all the way from Residence or WMC to the AQ
 - This decreases the amount of time that students would have to leave class
- The current smaller space is inadequate and not very accessible during busy times because students would have to wait their turn, and this can make students late for their various commitments

Importance of faith

- There are better outcomes (student well-being, satisfaction, engagement) when students can engage in spirituality-enhancing activities like praying on campus¹
- Students can make new friends using the common ground of faith, and this prayer room in the SUB can help facilitate these relationships and make students feel more welcome

Human rights

- Under the BC Human Rights Code, SFU and SFSS are obliged to accommodate religious practices such as praying

Consultation around design and results of consultation (after first motion passed).

- John Walsh Building Manager met with different members of students of faith that came into the SUB before it was opened. Most recently he coordinated directly with Rachel Craft program coordinator with SFU Multi Faith Centre around concerns with and functionality of the space.

During these conversations and site visits, concerns were raised about the walls, need for storage, access to the space and the door being solid thus people not being able to see into the space (security concern).

John created a scope of work to negate these concerns and submitted a project request with facilities (quotation additionally attached). The scope of this work included a new door, a punch code lock for the door, drywall work for the walls along with painting and the reinstallation of the rubber trim. Once the scope was created Rachel connected with students of faith in SFU to ensure concerns were minimized and that the space was heading in the right direction.

A request for some storage cabinets, removable floor tiles and prayer mats (samples below) was also made.

[Bookcase and storage](#) x 2

[Floor tiles](#) x 10 approx.

[Mats](#) x 10 approx.

The total cost of renovations to the space (Quotation attached) will be no more than \$13,000. It is recommended that council pass a motion for up to \$15,000 to be spent on the multifaith prayer space to allow for the purchase of the cabinets and mats etc also.

Timeline:

¹ <https://www.ojed.org/index.php/jis/article/view/61/66>

Due to the upcoming holidays it is unlikely this would be mobilized until the new year. Cabinets and mats etc. are currently in stock so no expected delays with those. The work itself in the space could be completed within two weeks once it commences. John has predicted a possible delay with the new door due to current supply chain issues but is confident everything else could be done quite quickly in the new year once approved.

Previous Motion Already Passed (for reference): April 9, 2021

Whereas students of faith constitute a significant portion of the student population on the SFU Burnaby campus,

Whereas Muslim Students Association, SFU Multifaith Centre, and the SFSS have been in conversation about possible prayer room spaces in the Student Union Building,

Be it resolved that the SFSS allocates space for a prayer room in the Student Union Building.

Be it further resolved that the SFSS Executive be tasked with determining details of this prayer room space in consultation with students of faith at SFU.

Today's Motion

Whereas the SFSS has approved a motion on April 9, 2021 to allocate space in the SUB for a multifaith space to support prayer;

Whereas the current space, SUB 2402, is larger than the current SFU Multifaith Centre's prayer room, it needs some small renovations and items purchased;

Whereas the SFSS has consulted with SFU Multipurpose Centre and students of faith concerning renovations and items to be purchased;

Whereas these renovations and purchases include drywall, repainting, lock installation, door changes, floor tiles, storage, and mats costing an estimated \$15,000;

Be it resolved that Council approve spending up to \$15,000 from the Space Expansion Fund to pay for the renovation of the space and purchase of items;



SASS + SUS COMMON ROOM FURNISHING BUDGET

Submitted by : Society of Arts and Social Sciences (SASS) *circa 2021/22*
AND Science Undergraduate Society (SUS) *circa 2021/22*

Submitted to: Simon Fraser Student Society (SFSS) Council *circa 2021/22*

December 1, 2021 Council Meeting

Main Contact:

SASS Chair (J.N.)

sassexecutive@gmail.com

SUS Chair (S.A)

sfusus@sfu.ca



Briefing Note: Space Furnishing for the SASS and SUS Common Rooms

Authors: Society of Arts and Social Sciences, Science Undergraduate Society

ISSUE

The Simon Fraser Student Society (SFSS) has approved the allocation of space in the Student Union Building (SUB) for the establishment of common rooms for both the Society of Arts and Social Sciences (SASS) and Science Undergraduate Society (SUS). Under the current agreement signed by both student societies and the SFSS, the operating costs will be covered by the SFSS, with the inclusion of furnishing. Both student societies have selected the furniture they wish to order to ensure the rooms become operational for students as soon as possible.

BACKGROUND

On August 25, 2021, Council of the SFSS approved the allocation of space for SASS and SUS in the new SUB. SASS has since been allocated room 3220, and SUS has received 3230, through the Memorandum of Understanding (MOU) with the SFSS. The MOU has outlined the rights and responsibilities of SASS and SUS while occupying the space in the SUB. The agreements have been signed and submitted to the SFSS. As outlined in *Section 5(C)*, the SFSS will be covering full operational costs of SASS and SUS, which is inclusive of furnishing expenses. SASS and SUS have submitted the request for the items (see Budget Breakdown) and are currently awaiting the purchase of these items.

SPACE EXPANSION FUND

Both SASS and SUS are looking to utilize the *Space Expansion Fund* to cover the costs of furnishing. The fund was established through referendum in the 1980s to facilitate the furnishing and maintenance of student spaces at SFU. This fund has been utilized by other student groups at SFU recently by the approval of SFSS Council.

BUDGET BREAKDOWN

SASS Budget*

FURNITURE(S)	QUANTITY	COLOUR/FINISH	COST
SitOnIt - Hexy Meshback Task Chair - Highback	3	Nickel Mesh - White Base - Upholstered Seat - Gamut Deep Ocean	1,278.00
United Chair - Papillon - Casual Conference Chair	2	Crepe Dynamo	2,490.00
United Chair - IO - Café Height Stool	6	Mid-black frame and Crepe Dynamo seat	3,762.00
6 Groupe Lacasse - Arold - Pouf- 90 Degree Ottoman	1	Birch Bark	721.00
Groupe Lacasse - Arold - Pouf - Café Height Counter	1	Crepe Nickel	766.00
SitOnIt - Pasea - Square Coffee Table - Large	1	field elm laminate - Gamut Deep Ocean upholstered sides	1,270.00
SitOnIt - Pasea - Round Coffee Table - Small	1	field elm laminate - Cue Nickel upholstered sides	639.00
SitOnIt - Pasea - 90 Degree Corner Seat with Back	2	Gamut Deep Ocean back upholstery- Grade 3 Fabric - Cue Nickel seat upholstery	3,194.00
SitOnIt - Pasea - 1.5 Seat with Back	1	Gamut Deep Ocean back upholstery- Grade 3 Fabric - Cue Nickel seat upholstery	1,286.00
SitOnIt - Pasea - Single Seat with Back	1	Gamut Deep Ocean back upholstery- Grade 3 Fabric - Cue Nickel seat	1,045.00

		upholstery	
SitOnIt - Pasea - Right Angled End Piece	1	Cue Nickel seat upholstery	933.00
Groupe Lacasse - Quorum Collaborative Tables - Y Base Table with Flip Top mechanism	1	Thermofused Laminate - 3" locking casters	922.00
Groupe Lacasse - Quorum Multiconference - Round Café Height Table	2	Thermofused Laminate - Sahara - Disc Base	1,304.00
Groupe Lacasse - ThinkSmart - Modular Cabinetry - Cabinet with Doors and 2 Drawers	1	Thermofused Laminate	1,230.00

Sub Total: \$ 20,840.00
GST: \$ 1,042.00
PST: \$ 1,458.80
Total: \$ 23,340.80

Miscellaneous Fees:

Contingency Funds (extension cords, adapters, etc.)	4,000.00
Padlock (SFU Lockshop)	1000.00 (<i>approximately, according to SUB Building Manager**</i>)
Furniture Supplier Fee Increase (6% starting December 1, 2021)	1,500.00 (estimate)

GRAND TOTAL (SASS): \$ 29,840.80

SUS Budget*

FURNITURE(S)	QUANTITY	COLOUR/FINISH	COST
SitOnIt - Hexy Meshback Task Chair - Highback	6	Nickel Mesh - White Base - Upholstered Seat - Gamut Deep Ocean	2,556.00
United Chair - Papillon - Casual Conference Chair	2	Black	2,490.00
United Chair - IO - Café Height Stool	4	Mid-black frame and Black seat	2,508.00
SitOnIt - Pasea - Square Coffee Table - Large	1	field elm laminate - Gamut Deep Ocean upholstered sides	1,270.00
SitOnIt - Pasea - Round Coffee Table - Small	1	field elm laminate - Cue Nickel upholstered sides	639.00
SitOnIt - Pasea - 90 Degree Corner Seat with Back	2	Gamut Deep Ocean back upholstery- Grade 3 Fabric - Cue Nickel seat upholstery	3,194.00
SitOnIt - Pasea - 1.5 Seat with Back	1	Gamut Deep Ocean back upholstery- Grade 3 Fabric - Cue Nickel seat upholstery	1,286.00
SitOnIt - Pasea - Single Seat with Back	1	Gamut Deep Ocean back upholstery- Grade 3 Fabric - Cue Nickel seat upholstery	1,045.00
SitOnIt - Pasea - Right Angled End Piece	2	Cue Nickel seat upholstery	1,866.00
Groupe Lacasse - Quorum	2	Thermofused Laminate - 3" locking	1,844.00

Collaborative Tables - Y Base Table with Flip Top mechanism		casters	
Groupe Lacasse - Quorum Multiconference - Rectangular Café Height Table	2	Thermofused Laminate - Sahara - Disc Base - White	2,186.00
Groupe Lacasse - ThinkSmart - Modular Cabinetry - Cabinet with Doors and 2 Drawers Cabinet with 4 Drawers Open Module for Mini Fridge	1	Thermofused Laminate	2,770.00

Sub Total: \$ 23,654.00
GST: \$ 1,182.70
PST: \$ 1,655.78
Total: \$ 26,492.48

Miscellaneous Fees:

Contingency Funds (extension cords, adapters, etc.)	5,000.00
Padlock (SFU Lockshop)	1000.00 (<i>approximately, according to SUB Building Manager**</i>)
Furniture Supplier Fee Increase (6% starting December 1, 2021)	1,600.00 (estimate)
Operation Costs (Mini Fridge and Coffee Machine)	500.00 (estimate based off of market prices)

GRAND TOTAL (SASS): \$ 34,592.48



* See the appendix for company quote.

**Quotes below \$1,500 CAD are not provided by SFU Lockshop, only estimates.

KEY CONSIDERATION

In terms of funding, the *Space Expansion Fund* has been used recently for the approval of similar motions to furnish student spaces. In fact, the fund is meant to be used for the focal purpose of furnishing student rooms. Both SASS and SUS worked in cooperation with the SFSS Building Manager to prepare the furnishing proposal as outlined in the MOU. Without proper furnishing of the rooms, it would limit student-use and interaction. The current furniture selected by both SASS and SUS would be ordered for the companies the SUB was furnished by. This will ensure the quality of the furniture is up to standards and will be long-lasting for students. Hopefully, the high quality will also limit the need for repairs and replacements which saves money in the long-run.

RECOMMENDATION

As it is extremely difficult to receive space from SFU directly for student groups, as students are not a priority in space bookings (See [SFU MEC GP 36](#)). Currently, the majority of FASS DSUs under SASS are struggling to find meeting spaces and lack a proper student hub. As of now SUS has no place to center all their activities around. This lack of a central hub has made it hard for students to engage with and help develop the science community.

The following spaces would provide adequate measures to re-engage the student population. With proper furnishing, these spaces will be accessible and welcoming to the student body, boosting engagement and morale.

MOTION

Whereas the SFSS has allocated space in the Student Union Building (SUB) for the Society of Arts and Social Sciences (SASS) and the Science Undergraduate Society (SUS) on August 25, 2021;

Whereas the MOU, Section 5(c) states that the SFSS will be covering operational costs for these student groups, inclusive of furnishing;

Whereas the space expansion fund has just under \$800,000 in unspent funds and collects around \$350,000 in student levies

Be it resolved that Council approves the spending of up to \$65,000 CAD for basic furnishing expenses for SASS and SUS from the space expansion fund.

APPENDIX

Gunnar Pacific Agencies Inc. (2021). Furniture Order Quote (SASS). [Access to SASS](#)

[Quote Breakdown.](#)

Gunnar Pacific Agencies Inc. (2021). Furniture Order Quote (SUS). [Access to SUS](#)

[Quote Breakdown](#)

MEC. (2005). *GP 36 Use of University Space*. Simon Fraser University. Retrieved

November 27, 2021, from [SFU MEC GP 36](#).

Simon Fraser Student Society. (2020). Student Union Common Room Analysis Report.

Retrieved November 27, 2021, from [Student Union Common Room Analysis Report.pdf](#)

Simon Fraser Student Society. (2021). Space Expansion Fund Policy Correction.

Retrieved November 27, 2021, from [Space Expansion Fund Policy Correction](#).

Society of Arts and Social Sciences & Simon Fraser Student Society. (2021).

Memorandum of Understanding. [SFSS-SASS SUB MOU](#).

Science Undergraduate Society & Simon Fraser Student Society. (2021).

Memorandum of Understanding. [SFSS-SUS SUB MOU](#)

**FINAL ESTIMATE APPROVAL FORM**

PROJECT NO.	307203 Multi Faith Prayer Space (SUB-2402)	ESTIMATE No.	103207
		ESTIMATE DATE	November 10, 2021
ATTENTION	SFSS Building Manager 7787073616 Student Society (SFSS)	FROM	Karmen Garner Building Technologist
		PAGES	1/1

BUILDING	Student Union Building Burnaby Campus	LOCATION	
-----------------	---------------------------------------	-----------------	--

This estimate is for the costs to modify SUB-2402 as follows:

- Replace existing metal door with new (custom door), 5"x20" door light with wire glass, Unican lock, reuse existing hinges and door closer.
- Laminate gypsum wall board to existing concrete wall (3 walls) to underside of existing T-bar ceiling.
- Rubber base.
- Painting.
- Re & re electrical receptacle cover plates.

This estimate includes an allowance for tax and contingency.

FINAL ESTIMATE (+/-10%)**\$13,000**

Activation of Telephone and data lines is not included in this estimate. Please contact Operations and Technical Support directly to activate services. If not approved within thirty (30) days this project will be cancelled.

IF FUNDS ARE ALLOCATED FOR THIS WORK, PLEASE SIGN AND RETURN

CHARGE TO ACCOUNT(S)

\$

\$

Authorizing Signature_____
Title_____
Name (Please Print)_____
Date

Total Revenue -- Both Secured and Anticipated			
Ticket Sales			
Description	Price	# Sold	Total
Early Bird Tickets	15		0
Regular Price Tickets	20		0
Total			0
Expenses General			
Description	Cost	Quantity	Total
Decorations	1	250	250
Prizes	25	10	250
T-shirts/Hoodies	10	250	2500
Lunch pizza	18	60	1080
Dinner, cotto Catering			0
Carnival games and utilities	100	10	1000
Drinks and Snacks	20	21	420
Contingency	1	500	500
Rentals	1	500	500
Total			6,500.00
Food Expenses			
This event is: Catered			
Catering Delivery Time: 0:00:00			
Description	Cost	Quantity	Total
Cotto Catering	10	250	2500
Total			2,500.00
Request Amount:			9,000.00
Core Funding Amount:			900
Difference			8,100.00

January 22nd

Saturday

Set up for the day - 7:30 am:9:00 am

Volunteers will arrive at 7:30 and begin preparations for the day. We will be setting up tables outside of IMAGES theater for registration. We will also have volunteers be preparing swag bags for the FROSHEES as well.

Registration - 9:00 am:10:00 am

FROSHEES will start to arrive between 9 and 10 am. They will meet us in the hallway in front of images theater. We will be checking their tickets, vaccine cards, and waiver forms. We will also be recording their info for contact tracing purposes. After this we will be separating them into groups that are socially distanced for them to socialize and start ice breakers. We will have volunteers stationed in every group who will all undergo a training session so they are equipped with all the skills needed to deal with any potential issues.

Opening Ceremony - 10:15 am:11:00 am

We will gather all the FROSHEES into Images in groups to avoid clusters. We will be seating them according to the groups that we created in registration. The reason for using Images is to give enough space for people to spread out. During the opening ceremony we will have presentations from various groups. We will allow our DSU a few minutes to promote themselves and their activities. We will also have a representative from the faculty of science come and say a few words. Finally there will be a section on rules and guidelines for the day. We will be establishing the ground rules for all activities that day. All volunteers will be trained in the rules as well and it will be their jobs to enforce them.

Scavenger Hunt - 11:15 am - 12:30 pm

FROSHEES in groups of 5-6 will be given a list of pictures taken from around campus. Their job will be to find those locations around campus and take group pictures there. The locations will be randomized to avoid clusters in locations.

Lunch - 12:30pm:2:15pm

For lunch we will be providing pizza, chips, and cans of pop. We have already spoken to uncle fatih's and they will individually package all the pizza to align with the covid guidelines of the SFSS. The bags of chips will be the individual size ones

and will also be pre-packaged. We will also have multiple rooms to spread the FROSHEES out when they are eating. There will also be organizers with food safe training to ensure any problems are dealt with. Professors will also be invited to come speak with the FROSHEES and to engage. This will allow the FROSHEES to get an experience talking with professors that every day classes don't provide them.

Carnival games - 2:15pm:3:45pm

We will be setting up carnival games in convocation mall and the AQ hallways. The games will be spread out and all volunteers will be trained in how to run the games safely. We will also be providing hand sanitizer at all games and encourage safe covid practices. The games included are: Sack Toss, Balloon Darts, Ring toss, knock down the tower, Sack Race, Giant Jenga and Ping Pong, All volunteers will be trained in all the games to ensure a smooth transition.

Group Photo - 4:00pm:4:30pm

The FROSHEES will all be gathered together outside and we will all pose for a group photo to commemorate FROSH. The picture will be taken on the steps that lead from convo mall to the AQ with the big SFU sign. This is also assuming the weather allows it.

Capture the Flag - 4:30pm:6:30pm

We will be setting up in the 4 corners of the AQ. We will be sectioning off areas for the FROSHEES to try and go find the flags. The team that collects the most flags in time will be the winner. Volunteers will be spread out to ensure everyone's safety.

Dinner and Trivia - 6:30pm:9:30pm

We will be catering from Cotto Catering and they will be providing pasta and garlic bread. They have already agreed to package the food individually to align with the COVID guidelines around food. We will be providing veggie and gluten free options as well to make the event more accessible. We will also have kahoot trivia taking place as entertainment.

Newspaper Musical Chairs- 9:45pm:10:45pm

We will be setting up musical chairs but by laying newspapers instead of chairs. We will be running multiple games simultaneously. We will be doing a tournament format so the winners of the games will come together, until we have one person left.

Ballon Animals and Board games - 10:45pm:11:45pm

All the volunteers will be trained in how to make balloon animals so they can teach the FROSHEES. The balloons will be inflated before the start of this activity so the FROSHEES will only need to sculpt them into what they want. They will submit their designs and then the organizers will vote and assign a prize to the winning design. At the same time we will have board games set up in a few rooms for them to play.

Walk people to upper bus loop + snack break - 11:45 pm to 12:15 am

All the people who wish to go home before the after dark events can leave at this point. We will walk together in a large group with all the volunteers to make sure everyone gets to the last bus safely. For those that wish to stay the night, they can continue playing games and grab a snack.

Dodgeball - 12:30am:2am

We will be holding 2 games of dodgeball in the AQ hallways or convo mall depending on the weather. We will be giving safety training to the volunteers and will ensure an organizer has first aid experience.

Hide and Seek - 2:15 am:4:30 am

We will be playing hide and seek in groups around the science building and TASC. We will be restricting hiding to hallways only. We will not allow the FROSHEES into rooms or labs.

Movie - 4:30:7:30am

We will be playing a movie in images theater to let the FROSHEES cool down. This will also allow them to relax and get ready for the next activities.

Breakfast - 7:45am:9:00 am

We will be walking the FROSHEES over to the dining hall and getting them breakfast from the dining hall. We will be eating in the tents set up outside by the dining hall

Closing Ceremony - 9:00 am:10:00am

We will be wrapping up proceedings for FROSH. We will simply have closing remarks before letting the FROSHEES go their way.