

SFSS EXECUTIVE COMMITTEE WORK REPORTS

This report reflects the Board work from
(June 1 - June 15, 2022)

[President](#)

[VP Internal and Organizational Development](#)

[VP Finance and Services](#)

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[VP External and Community Affairs](#)

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[VP Equity and Sustainability](#)

President
Helen Sofia Pahou

Meeting Summary and Comments

Meeting, Date	June 1, 2022
Parties Attending	Myself, Beaty Omboga
Meeting Length (Hrs)	9am-10am (1 hr)
Reason	President x Policy, Research & Community Affairs Coordinator (PRCA) Check-In
Summary and Outcome	<ul style="list-style-type: none">Discussed updating Society's official lobbying registrar with the names of the current Society's top director (aka. The President).Editing details on Society's lobbying registrar page is locked with names from previous Council year.
Next Steps	Contact the Lobbying Registrar to clear old names and update it with the current President's name.

Meeting, Date	June 1, 2022
Parties Attending	Myself, Judit Nagy, Vaibhav Arora, Jenifer Seto (SFU Esports), Emily Zhang (SFU Esports)
Meeting Length (Hrs)	10am-11am (1 hr)
Reason	Esports Forum Chambers & SUB Gamers' Lounge Discussion
Summary and Outcome	<ul style="list-style-type: none">Discussed existing (but non-binding) Memorandum of Understanding (MOU) between the old SFSS Executive and Esports.Discussed doing a walkthrough of different SFSS/SUB spaces for Eports (i.e. the SUB's Gamers' Lounge)
Next Steps	Host a walkthrough of SFSS-SUB spaces with Esports.

Meeting, Date	June 1, 2022
Parties Attending	Myself, John Walsh
Meeting Length (Hrs)	11am-11:30am (0.5 hrs)
Reason	President X Building Manager Check-In
Summary and Outcome	Discussed outstanding building and operational concerns before the Building Manager goes on vacation.
Next Steps	N/A

Meeting, Date	June 1, 2022
Parties Attending	Myself, Somayeh Naseri

Meeting Length (Hrs)	11:30am-12pm (0.5 hrs)
Reason	Admin Console (Backend) & Committee Composition Review
Summary and Outcome	Reviewed mailing lists, and organizational documents to keep track of calling meetings within the Society.
Next Steps	Needing to continue conversation later in the day.

Meeting, Date	June 1, 2022
Parties Attending	Myself, Trish Everett
Meeting Length (Hrs)	12pm-1pm (1 hr)
Reason	President X Student Advocacy Coordinator / CUPE 3338 Shop Steward Check-In
Summary and Outcome	Casual check-in to see if all needs are met, and if there are any outstanding concerns on the student side of things, and the Union side of things.
Next Steps	Prepare for a working conditions meeting.

Meeting, Date	June 1, 2022
Parties Attending	Myself, SFSS Staff Members
Meeting Length (Hrs)	2:30pm-3:30pm (1 hr)
Reason	Monthly Joint Health & Safety Committee (JHSC)
Summary and Outcome	Addressed staff safety concerns and promoted the near-implementation of SUB Emergency Response Plans.
Next Steps	Have JHSC approve the Emergency Response Plans at the earliest convenience.

Meeting, Date	June 1, 2022
Parties Attending	Myself, Somayeh Naseri
Meeting Length (Hrs)	3:30pm-4pm (0.5 hrs)
Reason	Administrative Console Work with Administrative Coordinator
Summary and Outcome	Continued discussion on administrative and organizational work when calling/planning/organizing committees within the Society.
Next Steps	N/A

Meeting, Date	June 1, 2022
Parties Attending	Myself, Council, Executive Committee
Meeting Length (Hrs)	4:30pm-5:30pm (1 hr)

Reason	Council Development Sessions
Summary and Outcome	Overview of how communications work within the Society.
Next Steps	N/A

Meeting, Date	June 1, 2022
Parties Attending	Myself, Simar Thukral
Meeting Length (Hrs)	6pm-6:30pm (0.5 hrs)
Reason	President x Administrative Assistant
Summary and Outcome	Casual check-in to see if employee needs are being met, and to assess if workload is too cumbersome due to the intensity of content during Council meetings.
Next Steps	N/A

Meeting, Date	June 2, 2022
Parties Attending	Myself, Eshana Baran, Councilor Mike Hillman (City of Burnaby)
Meeting Length (Hrs)	3:15pm-4:45pm (1.5 hs)
Reason	Meeting with Councilor Mike Hillman
Summary and Outcome	Provided a walkthrough of the SUB and explored areas for collaboration.
Next Steps	VP External to provide a copy of the meeting notes to the President.

Meeting, Date	June 3, 2022
Parties Attending	Myself, Eshana Baran, MLA Katrina Chen, Gabe Liosis, Rea Chatterjee
Meeting Length (Hrs)	12pm-12:45pm (0.75 hrs)
Reason	Meeting with MLA Katrina Chen
Summary and Outcome	Explored areas of collaboration at the provincial level.
Next Steps	VP External to provide a copy of the meeting notes to the President.

Meeting, Date	June 3, 2022
Parties Attending	Myself, Judit Nagy, Ben Tischler
Meeting Length (Hrs)	1pm-2pm (1 hr)
Reason	Council Agenda Planning
Summary and Outcome	General discussion of items needed to be reviewed by Council.
Next Steps	N/A

Meeting, Date	June 3, 2022
Parties Attending	Myself, Nicole Kirigin
Meeting Length (Hrs)	3:30pm-4:30pm (1 hr)
Reason	President x VP University & Academic Affairs (UAA) Check-In
Summary and Outcome	Review of VP UAA needs, concerns over work hours.
Next Steps	Take on extra workload to further accommodate VP UAA's hours with lower output.

Meeting, Date	June 3, 2022
Parties Attending	Myself, Judit Nagy, Vaibhav Arora, John Walsh
Meeting Length (Hrs)	5pm-6pm (1 hr)
Reason	Esports Discussion
Summary and Outcome	Debrief on steps in moving forward / gauging discussions with SFU Esports.
Next Steps	N/A

Meeting, Date	June 3, 2022
Parties Attending	Myself, Executive Committee, Invited SFSS Staff & Management
Meeting Length (Hrs)	6pm-8:30pm (2.5 hrs)
Reason	SFSS Executive Committee Meeting
Summary and Outcome	Hosted the first Executive committee meeting covering student engagement and operational concerns.
Next Steps	N/A

Meeting, Date	June 6, 2022
Parties Attending	Myself, Muriel Adarkwa
Meeting Length (Hrs)	2pm-3pm (1 hr)
Reason	University Academic Affairs & Accessibility Work with Campaigns & Mobilization Coordinator (CMC)
Summary and Outcome	Continuing to take over VP UAA workload with the CMC.
Next Steps	N/A

Meeting, Date	June 6, 2022
Parties Attending	Myself, Judit Nagy, SFSS Governance Committee

Meeting Length (Hrs)	3pm-4:30pm (1.5 hrs)
Reason	SFSS Governance Committee Meeting
Summary and Outcome	Attended Governance Committee as an ex-officio member of Committee.
Next Steps	N/A

Meeting, Date	June 6, 2022
Parties Attending	Myself, Ben Tischler
Meeting Length (Hrs)	5:30pm-7pm (1.5 hrs)
Reason	Council Chair & Vice Chair Check-In
Summary and Outcome	General check-in to see if all needs are met and how to make meetings smoother in Council.
Next Steps	N/A

Meeting, Date	June 6, 2022
Parties Attending	Myself, Eshana Baran, Gabe Liosis
Meeting Length (Hrs)	7pm-8:30pm (1.5 hrs)
Reason	Budget Consultation Script Editing & Preparation #1
Summary and Outcome	Help VP External condense script to present at the Provincial Finance Committee.
Next Steps	N/A

Meeting, Date	June 6, 2022
Parties Attending	Myself, Simar Thukral
Meeting Length (Hrs)	8:30pm-9pm (0.5 hrs)
Reason	Council Agenda Check-In with Administrative Assistant
Summary and Outcome	Check-in to clear up any mistakes in organization within the Council Agenda.
Next Steps	N/A

Meeting, Date	June 6, 2022
Parties Attending	Myself, Eshana Baran
Meeting Length (Hrs)	9pm-10pm (1 hr)
Reason	Budget Consultation Script Editing & Preparation #2
Summary and Outcome	Continued editing and rehearsing of script to the Provincial Finance Committee.

Next Steps	VP External to present to the Provincial Finance Committee.
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Meeting, Date	June 7, 2022
Parties Attending	Myself, Ella Droko
Meeting Length (Hrs)	3pm-4pm (1 hr)
Reason	President x Board Organizer Check-In
Summary and Outcome	General check-in and reflection on Society's overall health, and where organization needs to be approved.
Next Steps	N/A

Meeting, Date	June 8, 2022
Parties Attending	Myself, Abhishek Parmer, Ella Droko
Meeting Length (Hrs)	11:30am-12pm (0.5 hrs)
Reason	Authorizing Signatures Chat & Updates
Summary and Outcome	Board Organizer provided urgent updates on clearing up hurdles with approving Society's signing authority, and the VP UAA's delay in having full signing authority of all officers completed.
Next Steps	Get the VP UAA to provide signing authority immediately.

Meeting, Date	June 8, 2022
Parties Attending	Myself, Council, Executive Committee, Invited SFSS Staff & Management
Meeting Length (Hrs)	4:30pm-9:30pm (5 hrs)
Reason	SFSS Council Meeting
Summary and Outcome	Bi-weekly Council meetings covering the approval of travel expenses for the President, VP External and VP Equity to attend the Chicago 2022 Labour Notes Conference.
Next Steps	Attend the conference from June 16th-19th.

Meeting, Date	June 9, 2022
Parties Attending	Myself, Ella Droko, Trish Everett, Somayeh Naseri
Meeting Length (Hrs)	11am-12pm (1 hr)
Reason	Administrative Department Expectations Review
Summary and Outcome	Confidential matters related to administrative staff well-being.
Next Steps	N/A

Meeting, Date	June 9, 2022
Parties Attending	Myself, Judit Nagy, Ella Droko
Meeting Length (Hrs)	1pm -1:30pm (0.5 hrs)
Reason	Executive Retreat Planning & Discussion
Summary and Outcome	Finalizing financial items to host executive retreat.
Next Steps	Host executive retreat.

Meeting, Date	June 9, 2022
Parties Attending	Myself, Abhishek Parmar, Fraser International College (FIC) Staff
Meeting Length (Hrs)	3:30pm-4pm (0.5 hrs)
Reason	FIC x SFSS Fees Chat
Summary and Outcome	Discussed carry-over fees between SFSS and FIC students.
Next Steps	VP Finance to resolve the matter.

Meeting, Date	June 9, 2022
Parties Attending	Myself, Executive Committee, Erin Briddlecombe (SFU)
Meeting Length (Hrs)	4pm-5pm (1 hr)
Reason	SFU Directors' Orientation
Summary and Outcome	Overview of the history and the importance of student Societies on campus.
Next Steps	N/A

Meeting, Date	June 9, 2022
Parties Attending	Myself, Judit Nagy, Ben Tischler
Meeting Length (Hrs)	9:30pm-11pm (1.5 hr)
Reason	Committee on Councilor Breaches of Confidentiality (CCBC) Meeting
Summary and Outcome	General planning of moving forward and resolving issues from the last Council year.
Next Steps	N/A

Meeting, Date	June 10, 2022
Parties Attending	Myself, Beaty Omboga, Ella Droko
Meeting Length (Hrs)	9:30am-10am (0.5 hrs)

Reason	Monthly BC Lobbyist Registrar Advocacy Draft
Summary and Outcome	Review of issues with the lobbying registrar.
Next Steps	N/A

Meeting, Date	June 10, 2022
Parties Attending	Myself, Ayesha Khan, Trish Everett, Nancy Mah, Union Locale 3338
Meeting Length (Hrs)	11am-12pm (1 hr)
Reason	Monthly Working Conditions Meeting
Summary and Outcome	Overview of confidential matters related to staff well-being.
Next Steps	N/A

Meeting, Date	June 10, 2022
Parties Attending	Myself, Muriel Adarkwa
Meeting Length (Hrs)	12pm-12:30pm (0.5 hrs)
Reason	President x Campaigns & Mobilization Coordinator
Summary and Outcome	Check-in on the progress of academic advocacy planning, and how to get the VP UAA more involved in her portfolio.
Next Steps	N/A

Meeting, Date	June 10, 2022
Parties Attending	Myself, Judit Nagy, Ben Tischler
Meeting Length (Hrs)	1pm-2pm (1 hr)
Reason	Council Agenda Planning
Summary and Outcome	General planning on what items need to be brought to Council.
Next Steps	N/A

Meeting, Date	June 10, 2022
Parties Attending	Myself, Steven Kwon
Meeting Length (Hrs)	2pm-2:30pm (0.5 hrs)
Reason	President x Communications Assistant Onboarding
Summary and Outcome	A casual welcome and onboarding session with the new Communications Assistant.
Next Steps	N/A

Meeting, Date	June 13, 2022
Parties Attending	Myself, Judit Nagy, Abhishek Parmar, Vaibhav Arora, Memory Express Representatives
Meeting Length (Hrs)	2pm-3pm (1 hr)
Reason	SFSS x Memory Express Discussion
Summary and Outcome	Met with Memory Express to discuss potential sponsorship for leasing equipment.
Next Steps	Present to Council.

Meeting, Date	June 14, 2022
Parties Attending	Myself, Executive Committee, Invited SFSS Staff & Management
Meeting Length (Hrs)	9:30am-10:30am (1 hr)
Reason	Executive Committee Meeting
Summary and Outcome	Called an Executive Committee meeting due the minimum amount of Executive petitioning me to call for one, due to urgent matters between the Society and University relationships.
Next Steps	N/A

Meeting, Date	June 14, 2022
Parties Attending	Myself, Ayesha Khan, Trish Everett, Araba Etrew
Meeting Length (Hrs)	11am-12pm (1 hr)
Reason	Black Student Support Center Coordinator Check-In
Summary and Outcome	Confidential matters related to staff well-being and job security.
Next Steps	N/A

Meeting, Date	June 14, 2022
Parties Attending	Myself, Judit Nagy, Ben Tischler
Meeting Length (Hrs)	2:45pm-3pm (0.25 hrs)
Reason	Committee on Councilor Breaches of Confidentiality (CCBC) Meeting
Summary and Outcome	CCBC was called by the Vice-Chair (aka. VP Internal), could not entirely attend this meeting due to conflicting meetings booked in advance.
Next Steps	VP Internal to report back to me on meeting matters.

Meeting, Date	June 14, 2022
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Parties Attending	Myself, Ella Droko
Meeting Length (Hrs)	3pm-4pm (1 hr)
Reason	President x Organizer Check-In
Summary and Outcome	General check-in to see if all needs are met, and that planning is solid before attending the Chicago Labour Notes conference.
Next Steps	N/A

Meeting, Date	June 14, 2022
Parties Attending	Myself, Judit Nagy, Vaibhav Arora, Jennifer Seto (SFU Esports), SFU Esports Team
Meeting Length (Hrs)	6pm-7pm (1 hr)
Reason	Gaming Lounge & Forum Chambers Walkthrough
Summary and Outcome	Provided walkthrough of SUB spaces to SFU Esports.
Next Steps	Schedule another discussion to continue conversations with SFU Esports.

Meeting, Date	June 15, 2022
Parties Attending	Myself, SFSS Joint Health & Safety Committee Staff
Meeting Length (Hrs)	1pm-2:30pm (1.5 hrs)
Reason	June SUB Inspection
Summary and Outcome	Monthly SUB inspection to provide the Worksafe BC.
Next Steps	Schedule July SUB inspection.

Meeting, Date	June 15, 2022
Parties Attending	Myself, Eshana Baran, Rea Chatterjee, Simmi Dhaliwal, Jude Mah
Meeting Length (Hrs)	2:30pm-3pm (0.5 hrs)
Reason	Discussion on Gender Neutral Washrooms & Changerooms in SFU
Summary and Outcome	Overview of the history with SFU and their lack of gender-inclusive spaces for non-binary folks and folks with accessibility needs.
Next Steps	Provide a timeline of faults made by SFU to streamline new conversations with SFU, and advocate for the creation of these spaces to be prioritized.

Meeting, Date	June 15, 2022
Parties Attending	Myself, Judit Nagy, Muriel Adarkwa, Beaty Omboga, Ella Droko, Eshana Baran, Rea Chatterjee

Meeting Length (Hrs)	3:30pm-4:30pm (1 hr)
Reason	SFSS Annual Undergraduate Survey Planning
Summary and Outcome	Planning the annual SFSS Undergraduate Survey, which will now become a semesterly survey to cover various needs that vary between semesters.
Next Steps	Call for the next survey planning meeting.

Total Meeting Hours	44.5 hrs
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Projects and Events

Project/Event Title	President's Annual Plan
Updates and Upcoming Plans	<ul style="list-style-type: none"> Flushing out ideas in relation to tightening staff relations and expanding SFSS operations across the University Planning to work with difference academic and advocacy units within the University Curating PowerPoint
Relevant Strategic Priorities	N/A
Total Time (Hrs)	5 hrs

Project/Event Title	Academic Advocacy Annual Plan
Updates and Upcoming Plans	Curating PowerPoint based on notes provided by the Campaigns and Mobilization Coordinator.
Relevant Strategic Priorities	Create a framework of advocacy tasks and split them across the Executive Committees' numerous portfolios.
Total Time (Hrs)	5 hrs

Total Project and Events Hours	10 hrs
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Committee Chair Work

Committee Name	Committee on Councilor Breaches of Confidentiality (CCBC)
# of Meetings	2
Total Time (Hrs)	10 hrs
Summary	<ul style="list-style-type: none"> Reading, note-taking and studying carry-over committee details from the last Council year.

	<ul style="list-style-type: none"> • Consulting with Society’s legal counsel. • Studying developing circumstances.
Ongoing Projects	N/A (Confidentiality)
Relevant Strategic Priorities:	N/A (Confidentiality)

Total Committee Hours	10 hrs
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Administrative Work

Summary	<ul style="list-style-type: none"> • Building safety concerns • Staff check-in’s and inquiries • Meeting planning and organization • Union related matters to staff well-being • Council preparation • Consultations with Society’s legal counsel • Academic inquiries from the University • HR inquiries in Collage
Total Time (Hrs)	25 hrs

Total Admin Hours	25 hrs
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Total Hours	89.5 Hours
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VP Internal and Organizational Development

Judit Nagy

Meeting Summary and Comments

Meeting, Date	2022-06-01
Parties Attending	Myself; Helen Sofia Pahou; Vaibhav Arora; Emily Zhang (SFU Esports); Jennifer Seto
Meeting Length (Hrs)	10-11 AM (1 Hour)
Reason	Esports (Forum Chambers) Conversation
Summary and Outcome	<ul style="list-style-type: none"> - Went over the existing MOU <ul style="list-style-type: none"> - The MOU from 2021 was never signed by the SFSS Executive, namely the president and VP finance, which has caused a lot of friction between the club, executives, and the membership towards the SFSS. - We will have to spend some time mending fences and repairing the relationship. - Discussed the spaced that are feasible for the game space they would like <ul style="list-style-type: none"> - Discussed: forum chambers and gaming lounge - We suggested doing a walkthrough of the spaces.
Next Steps	<ul style="list-style-type: none"> - I will send out scheduling lettucemeet - I will look to set an ideal time and ensure folks show up to meeting

Meeting, Date	2022-06-01
Parties Attending	Council; Ilham Benttahir
Meeting Length (Hrs)	4:30-5:38 PM (1.133 hours)
Reason	Development Session
Summary and Outcome	<ul style="list-style-type: none"> - Discussed who is involved in the Communication Department - Ilham walked us through what the department did and how to place work orders - Ilham discussed how the process of placing a work order is for different things Council might want done.
Next Steps	<ul style="list-style-type: none"> - Upload recording to Development Session folder and send out reminder to Council

Meeting, Date	2022-06-02
Parties Attending	Myself; John Walsh; Veronique West; Brianna Price; Vivian Ly.
Meeting Length (Hrs)	11 AM - 12 PM (1 Hour)
Reason	SUB Emergency Action Plan
Summary and Outcome	<ul style="list-style-type: none"> - Brianna recommended that everyone provides enforceable feedback to the

	<ul style="list-style-type: none"> plans <ul style="list-style-type: none"> - Requested that a definition section is added in the document for “immediate harm” and base it on behaviour - Vivian’s feedback pertained to minimizing police involvement and putting emphasis on on the follow up procedures - I briefly discussed SVSPO training for Council, and how this was meant to occur last year. <ul style="list-style-type: none"> - Looking at logistics to making it a union-wide project, with dispersing training to every executive
Next Steps	N/A

Meeting, Date	2022-06-02
Parties Attending	Myself; Abhishek Parmar
Meeting Length (Hrs)	1:15-3:15 PM (2 hours)
Reason	Budget Brainstorm
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the massive inherited deficit - Talked about the fiscal decisions of the Society from the past years - Graphed deficit projection (not to scale) on office white board <ul style="list-style-type: none"> - Discussed that a V-shaped recovery is highly unlikely given the huge and unsustainable expansion of the Society from the past two years. - Discussed mitigating measures that are possible to be enacted: <ul style="list-style-type: none"> - Applying for any and all government grant we are eligible for - Collecting sponsors - Support inflation and spending-control policies <ul style="list-style-type: none"> - Students can’t afford these rising prices, and eventually we will feel the hit when students can no longer afford to keep studying. - Looking into constricting further spending - Raising student fees over my cold, dead, lifeless body.
Next Steps	<ul style="list-style-type: none"> - Have a look at our investment portfolio and see what is feasible to move around.

Meeting, Date	2022-06-03
Parties Attending	Myself; John Walsh; Magnus Thyvold; Abhishek Parmar; Dipti Chavan; Nelly Leo (Embark Sustainability)
Meeting Length (Hrs)	10-11 AM (1 Hour)
Reason	SUB Emergency Action Plan
Summary and Outcome	<ul style="list-style-type: none"> - Discussed fire procedures and how that will work for different levels in the SUB - Embark wanted to know how this escalatory process would work in their space since they are a separate organization <ul style="list-style-type: none"> - The recommendation was to have independent groups look into their own safety procedures as well. Issues can be handled outside their space, but technically, the SFSS cannot go into independent organizations’ space to enforce these escalatory methods.
Next Steps	(NON-SUB RELATED ACTION ITEM)

	<ul style="list-style-type: none"> - To follow up with Embark and talk about their onboarding logistics since ASGs may have procedures in place regarding elections that are not compatible with SFSS bylaws <ul style="list-style-type: none"> - This is in relation to the motion that passed on April 27
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Meeting, Date	2022-06-03
Parties Attending	Myself; Helen Sofia Pahou; Ben Tischler
Meeting Length (Hrs)	1-2 PM (1 hour)
Reason	Council Agenda Planning
Summary and Outcome	<ul style="list-style-type: none"> - Discussed upcoming items - Confirmed that items had been submitted for the June 8th meeting - Discussed how to approach council meetings moving forward
Next Steps	<ul style="list-style-type: none"> - Submit amendments <ul style="list-style-type: none"> - Draft them first and send it off to Admin

Meeting, Date	2022-06-03
Parties Attending	Myself; Arthur Lee
Meeting Length (Hrs)	5-6 PM (1 Hour)
Reason	Council Year Planning
Summary and Outcome	<ul style="list-style-type: none"> - Discussed bring a presentation to council, then a motion - Gave advice on how to draft the motion and what kind of "be it resolved" clauses to add to make it binding - Discussed resources and individuals to reach out to for support - Drafted a timeline and goals to get this done.
Next Steps	<ul style="list-style-type: none"> - Check in by agenda deadline to see if we are ready to go

Meeting, Date	2022-06-03
Parties Attending	Myself; John Walsh, Helen Sofia Pahou; Vaibhav Arora
Meeting Length (Hrs)	5-6 PM (1 Hour)
Reason	Esports Discussion
Summary and Outcome	<ul style="list-style-type: none"> - Talked about how to approach discussing space allocation for esports - Talked about the MOU - Debriefed on past esports meeting - Discussed potential solutions
Next Steps	<ul style="list-style-type: none"> - Attend walkthrough

Meeting, Date	2022-06-03
Parties Attending	Executive Committee; Admin; Sohan Jayprakash Baviskar

Meeting Length (Hrs)	6-9 PM (I left at 7 PM – 1 Hour)
Reason	Executive Committee Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Presentation from Sohan about improving our Clubs Portal - Appointed AVPs for Nikki and Eshana - Approved office updates - Talked about HRP election and how to go about it <ul style="list-style-type: none"> - Discussed my preference to go through council for it, but given the precedence from last year, it now has to go through executive committee. - Update in policy about this will be coming.
Next Steps	<ul style="list-style-type: none"> - Get the official proposal from Sohan and show it to MSC to see what they think.

Meeting, Date	2022-06-06
Parties Attending	Myself; Ella Droko; Rea Chatterjee
Meeting Length (Hrs)	11 AM - 12 PM (1 Hour)
Reason	Development Session Planning
Summary and Outcome	<ul style="list-style-type: none"> - I confirmed that SVSPO is coming and they are doing this session for us free of charge <ul style="list-style-type: none"> - I also mentioned that I apologized profusely for being ghosted by the past Executive - They shared their proposal and it looks great! - Talked about the R-14.1 violation if we were to pay an Executive Councilor who just wrapped up their term <ul style="list-style-type: none"> - Policy clearly states that we cannot hire anyone who was a Councilor for two years - Anything that would include having to give them a T-4 would constitute employment, or any sort of payment, as I have been notified. - Given that this never happened before, I suggested we stick with our policies
Next Steps	<ul style="list-style-type: none"> - Confirm with Helen and Ayesha what to do

Meeting, Date	2022-06-07
Parties Attending	Myself; Ethan Dungey
Meeting Length (Hrs)	9:30-10:30 AM (1 Hour)
Reason	French Student Union Constitution
Summary and Outcome	<ul style="list-style-type: none"> - Discussed adding in provisional section in the constitution, especially applying it for the summer semester - Talked about the process of amending the constitution: <ul style="list-style-type: none"> - Sending proposed changes to MSC - Getting MSC approval - Calling for a General Meeting with proper notice - Amending - Uploading new copy on the SU portal

	- Discussed recruiting more students into SEF
Next Steps	- Draft changes and send to Anna

Meeting, Date	2022-06-07
Parties Attending	Myself; Nancy Mah
Meeting Length (Hrs)	11:45-12:45 PM (1 Hour)
Reason	Check-in and Policy Review
Summary and Outcome	<ul style="list-style-type: none"> - Discussed policy review and the changes that are coming from MSGP <ul style="list-style-type: none"> - I've been told that these consultations with relevant departments didn't happen, so I will have to figure out how to do that. - I will be sending a doc version of the policy and the changes proposed, and allow for MSC to add in their comments and changes, and then report back to GOV
Next Steps	N/A

Meeting, Date	2022-06-07
Parties Attending	Myself; Abhishek Parmar
Meeting Length (Hrs)	1:30-2:30 PM (1 Hour)
Reason	DSU Assist and Review
Summary and Outcome	<ul style="list-style-type: none"> - Since multiple DSU and FSUs came to me asking for help, we ended up reviewing which ones need help with what <ul style="list-style-type: none"> - Office whiteboard, and colour-coded - Most common issue is recruiting and executives graduating - More emphasis will be put on recruiting and hoping that the core increase approved by the current VPFS will let unions get more exposure
Next Steps	- Loop in VPESA and start preparing for Fall 2022 events with DSUs

Meeting, Date	2022-06-08
Parties Attending	Myself; Nelly (Embark Sustainability)
Meeting Length (Hrs)	10-11 AM (1 Hour)
Reason	Embark Election Planning
Summary and Outcome	<ul style="list-style-type: none"> - Discussed how the SFSS bylaws allow for Council Rep elections <ul style="list-style-type: none"> - Discussed a provision in Bylaw 17 that would allow for a temporary member - Talked about holding an election and making sure that a student who actually volunteers with Embark gets the seat, instead of someone who was never involved. - Talked about how to go about it since ASGs are barely mentioned in our Bylaws, so it's unclear how it would apply to them - Talked with Nelly about Bylaws amendment proposals that might limit this ambiguity.

	<ul style="list-style-type: none"> - Estimated timeline dictates that Embark would most likely take their seat in September due to scheduling conflicts.
Next Steps	<ul style="list-style-type: none"> - Bylaw review and looping in Nelly

Meeting, Date	2022-06-08
Parties Attending	Myself; Helen Sofia Pahou
Meeting Length (Hrs)	3-3:30 PM (0.5 Hours)
Reason	President x VPIOD Debrief
Summary and Outcome	<ul style="list-style-type: none"> - Discussed updates pertaining to policy - Talked about the Dev Session issue - Discussed the council agenda and the last minute addition for the conference <ul style="list-style-type: none"> - I expressed my absolute disdain for using student money for this and said that I will voice that at Council.
Next Steps	N/A

Meeting, Date	2022-06-08
Parties Attending	Council
Meeting Length (Hrs)	4:30-9:42 PM (5.20 Hours)
Reason	Bi-weekly Council Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Save SFU democracy motion from Old Business was pulled and added as a discussion item instead - In-camera discussion items were added - Motion to approve 6K for "Labour Notes" Conference was added <ul style="list-style-type: none"> - I mentioned that this was tasked by the Old Executive Committee who failed to notify 5 out of 7 executives about this extra expenditure - Budget approval – passed <ul style="list-style-type: none"> - Abhi talked about Core increase and giving Outreach Committee a budget that hasn't been done before, so whoop-whoop! - Discussed Orientation Feedback form <ul style="list-style-type: none"> - Urged people to fill it out
Next Steps	<ul style="list-style-type: none"> - Gather intel on Group Mailing Lists and how/if we are allowed to give out that info to groups <ul style="list-style-type: none"> - Worried about a PIPA or FOIPOP violation

Meeting, Date	2022-06-09
Parties Attending	Myself; Trish Everett
Meeting Length (Hrs)	12:15 – 12:50 PM (0.58 Hours)
Reason	Bullying and Harassment Policy Question
Summary and Outcome	<ul style="list-style-type: none"> - Our Personnel Policies are insufficient - Looking to add in working language from CUPE into the Bullying and Harassment Policy we have

	<ul style="list-style-type: none"> - In reference to policy review - 2014 CUPE language is way better than 2021 SFSS language - Talked about creating a similar policy for council <ul style="list-style-type: none"> - Under R-5
Next Steps	<ul style="list-style-type: none"> - Report back to Governance Committee - Get going with HRP

Meeting, Date	2022-06-09
Parties Attending	Myself; Helen Sofia Pahou; Ella Droko
Meeting Length (Hrs)	1-1:30 PM (0.5 Hours)
Reason	Executive Committee Retreat
Summary and Outcome	<ul style="list-style-type: none"> - I asked if we wanted to have it at all? Given that we are looking at a huge deficit, it would be valuable to save the money - Helen suggested we scrap exec retreat and use the money for council retreat - Ella suggested we do a one-day outing, like an Escape Room <ul style="list-style-type: none"> - Cost-effective - Short time commitment - Good for team building - We agreed on capping exec retreat at \$500 and using the rest of the money for adding into the Council Retreat (which hasn't been done before because of the pandemic)
Next Steps	<ul style="list-style-type: none"> - Get availabilities - Pick a restaurant for after the Escape Room

Meeting, Date	2022-06-09
Parties Attending	Myself; Helen Sofia Pahou (joined remote); Abhishek Parmar; Nikki Kirgin; Vaibhav Arora; Eshana Baran (joined remote); (joined remote); Rea Chatterjee; Erin Biddlecombe
Meeting Length (Hrs)	3:30-5 PM (1.5 Hours)
Reason	SFU Director Orientation
Summary and Outcome	<ul style="list-style-type: none"> - Talked about which director does what, and who answers to who - Met some of the folks who work at SFU - Talked about policies and meetings that are relevant to the SFSS
Next Steps	<ul style="list-style-type: none"> - Schedule the President and SFU President meetings - Follow up with Tom Nault about mailing lists, and talk to our lawyer whether we can give out that information to DSUs

Meeting, Date	2022-06-09
Parties Attending	Myself; Ben Tischler; Helen Sofia Pahou
Meeting Length (Hrs)	9:30-11 PM (1.5 Hours)
Reason	CCBC Meeting

Summary and Outcome	<ul style="list-style-type: none"> - Discussed the evolving situation - Discussed next steps
Next Steps	<ul style="list-style-type: none"> - Report to Council

Meeting, Date	2022-06-10
Parties Attending	Myself; Ben Tischler; The Peak
Meeting Length (Hrs)	9-9:45 AM (0.75 Hours)
Reason	Corrections Over Impeachment Article
Summary and Outcome	<ul style="list-style-type: none"> - Talked about what the difference is between a censure for a confidence breach and a regular censure for a different R-5 violation - Talked about Faculty Caucuses - Talked about making notice of motions better advertised - Talked about giving The Peak access to the meeting recordings after the meeting
Next Steps	<ul style="list-style-type: none"> - Talk to Admin to give The Peak access to the recordings after the meeting. - Look into ways of making Notice of Motions more accessible

Meeting, Date	2022-06-10
Parties Attending	Myself; Steven Kwon
Meeting Length (Hrs)	10-10:30 AM (0.5 Hours)
Reason	Onboarding New Communication Assistant
Summary and Outcome	<ul style="list-style-type: none"> - We talked about what he'd do for my office: <ul style="list-style-type: none"> - Posting Notice of Motions <ul style="list-style-type: none"> - He suggested making those more central on our website and I complete agree - Discussed that other things like graphic designs would also come from me: <ul style="list-style-type: none"> - AGM ads - Notice of motion graphics - Physical designs, like door signs - Councilor updates on the page - Survey creation - Showed him Websurvey and the basics of it - Showed him Jotform - Talked him through our governance model and how it changed - Showed him the Collective Agreement and highlighted a few sections for him to review <ul style="list-style-type: none"> - I told him that Trish is the Shop Steward and is the best resource person on it!
Next Steps	<ul style="list-style-type: none"> - Check in with Ilham to make sure his email is set up

Meeting, Date	2022-06-10
Parties Attending	Myself; Ben Tischler; Helen Sofia Pahou

Meeting Length (Hrs)	1-2 PM (1 Hour)
Reason	Council Agenda Planning
Summary and Outcome	<ul style="list-style-type: none"> - Review and submitting regrets for councilors - Waiting for word on items that need to be approved first - Adding items on reporting back to council on the mailing list situation - Adding Nominating Committee and Vancouver Campus Committee - Starting push through Notices
Next Steps	<ul style="list-style-type: none"> - Submit by Wednesday noon

Meeting, Date	2022-06-10
Parties Attending	Myself; Aaron Fung; Ayooluwa Adigun; Hilary Tsui
Meeting Length (Hrs)	5-6 PM (1 Hour)
Reason	SASS-SUS Emergency Action Plan Catch Up Session
Summary and Outcome	<ul style="list-style-type: none"> - Discussed relevant additions to the plan - Discussed evacuation procedures - Talked about active threat situations and what to do in those situations - Discussed escalatory practices - Talked about the necessity to have these plans in place at least in the interim since we have returned to in-person operations <ul style="list-style-type: none"> - These plans had been stalled for a year already and now it's a security concern for both the membership and our staff
Next Steps	<ul style="list-style-type: none"> - Talk to SASS DSUs that will also be using the space once the plan gets approved

Meeting, Date	2022-06-13
Parties Attending	Myself; Helen Sofia Pahou; Abhishek Parmar; Memory Express
Meeting Length (Hrs)	2-3 PM (1 Hour)
Reason	Memory Express Discussion
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the history of this deal and the past year's back-and-forth - Discussed the deal at the table (a very nice one!)
Next Steps	<ul style="list-style-type: none"> - Report back to Council <ul style="list-style-type: none"> - As it's a pending contract, it will be an in-camera discussion

Meeting, Date	2022-06-13
Parties Attending	Myself; Shelley Durante
Meeting Length (Hrs)	3-4:30 PM (1.5 Hour)
Reason	Check-in
Summary and Outcome	<ul style="list-style-type: none"> - Talked about SUB events booking and how to best accommodate the groups

	<ul style="list-style-type: none"> who are applying for space - Discussed the overnight event that was proposed, and how that is currently not feasible due to the SUB closing at 10 PM - Discussed other building-related issues since John is away
Next Steps	N/A

Meeting, Date	2022-06-13
Parties Attending	Myself; Mark Giles
Meeting Length (Hrs)	4:30-5:30 PM (1 Hour)
Reason	GOV Vice Chair Check-in
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the June 20th meeting that he will be chairing <ul style="list-style-type: none"> - Talked some basic Robert's Rules - I told him that I will only be stepping in if he asks me to - Discussed the recommendations to council that we are putting up on the GOV agenda - Talked about the review tracker <ul style="list-style-type: none"> - Policy reviews to complete by June 20: Council Policies and Members Services - Recommendations are expected to pass at GOV, and I will ask Ilham to get it on the website, so we can push it on the Council Agenda for the June 22 Council Meeting
Next Steps	<ul style="list-style-type: none"> - Approve Governance agenda when it's sent to me

Meeting, Date	2022-06-14
Parties Attending	Executives; Gabe Liosis (External AVP); Operations Organizer; Board Organizer
Meeting Length (Hrs)	9:30-10:30 AM (I left at 10:12 AM, 0.70 Hours)
Reason	Executive Committee Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Elected Vice Chair - In-camera discussion, mostly. Sorry, confidential. - Motion passed for distancing ourselves from past Executives' actions <ul style="list-style-type: none"> - Motion carried 5-2 in favour
Next Steps	N/A

Meeting, Date	2022-06-14
Parties Attending	Myself; Beaty Omboga
Meeting Length (Hrs)	10:45-11:45 AM (1 Hour)
Reason	Policy Check-in
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the current language that we are recommending Council to adopt - Discussed the itinerary of the next GOV meeting - Talked about GOV Annual Plan - Spoke about a potential proposal we can refer to FASC

	<ul style="list-style-type: none"> - Spoilers: WE CAN SAVE 22K IF COUNCIL SIGNS OFF!!!!!!!!!!!!!! - Discussed the unclear instructions left for MSGPs and how are reconciling that <ul style="list-style-type: none"> - Consensus was to have the amendment go through the review process and reconcile it in one go
Next Steps	<ul style="list-style-type: none"> - To respond to a certain email thread

Meeting, Date	2022-06-14
Parties Attending	Myself; Ben Tischler; Helen Sofia Pahou (dropped in-and-out)
Meeting Length (Hrs)	2:43-5:46 PM (3.05 Hours)
Reason	CCBC Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Confidential - Looking for next steps, or evaluating if there are even next steps to be taken
Next Steps	Confidential, sorry.

Meeting, Date	2022-06-14
Parties Attending	Myself; Helen Sofia Pahou; Vaibhav Arora; SFU Esports; Jennifer Seto
Meeting Length (Hrs)	6-7 PM (1 Hour)
Reason	Gaming Lounge/Forum Chambers Walkthrough
Summary and Outcome	<ul style="list-style-type: none"> - Showed esports the gaming lounge in the SUB <ul style="list-style-type: none"> - Talked plans and potential sponsorships - Discussed how the space could be utilized, if they decided to take up on the MOU <ul style="list-style-type: none"> - Discussed that the MOU is extremely poorly written and will need to be revised as it is factually incorrect - Showed them the Forum Chambers <ul style="list-style-type: none"> - Discussed the updates that would be required in that space - Debriefed
Next Steps	<ul style="list-style-type: none"> - Schedule another time to revisit their options

Meeting, Date	2022-06-15
Parties Attending	Myself; Helen Sofia Pahou; Beaty Omboga; Muriel Adarkwa; Eshana Baran; Rea Chatterjee
Meeting Length (Hrs)	3:30-4:30 PM (1 Hour)
Reason	SFSS Annual Undergraduate Survey
Summary and Outcome	<ul style="list-style-type: none"> - Discussed survey themes we want to include - Agreed to do semesterly surveys instead because: <ul style="list-style-type: none"> - Different student populations in different semester (not that representative)

	<ul style="list-style-type: none"> - Issues change, and we should be able to pivot - It's just better practice - Looking into different platforms
Next Steps	<ul style="list-style-type: none"> - I am to follow up with IT to see if they could set up SSO for Qualtrics for us - Since we do not have the budget for it, I will most likely buy the Qualtrics subscription out of pocket for this year, so we can use a better platform than SFU Websurvey, but safer than Jotform

Meeting, Date	2022-06-15
Parties Attending	Council
Meeting Length (Hrs)	4:30-5:30 PM (1 Hour)
Reason	Development Session
Summary and Outcome	<ul style="list-style-type: none"> - Presented how committees work, different kinds of committees and working groups, discussed committee structures, talked about charing duties, discussed how to chair meetings, how to write motions, and how to handle contentious issues as chair.
Next Steps	<ul style="list-style-type: none"> - Upload slides and recordings to development session folder - Send out email reminder to council

Total Meeting Hours	39.413 Hours
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Projects and Events

Project/Event Title	Governance Annual Plan
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Timeline has been complete and confirmed <ul style="list-style-type: none"> - Currently we are on track to finishing all policy reviews and drafting of Notices by the end of August - The document is viewable by the committee and is hyperlinked - The presentation is done via Canva to give a more digestible overview of the Annual Plan - Presentation day is set for the June 6th GOV meeting
Relevant Strategic Priorities	<ul style="list-style-type: none"> - Give access to the document to the committee before the presentation - Make the presentation of the plan cohesive and stick to the main themes
Total Time (Hrs)	7.25 Hours

Project/Event Title	VPIOD Annual Plan
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Incorporating majority of the GOV annual plan into the VPIOD annual plan due to the backlog, that will take up majority of my elected year - Scrapping some personal projects and educational campaigns (not enough time) - Looking to incorporate more HR since I am on campus 4 out of 5 working

	days usually, from 8:30 AM to 7 PM, so I am more available to respond to immediate concerns
Relevant Strategic Priorities	<ul style="list-style-type: none"> - On hold, until bigger issues are resolved (as of June 16, 2022) - Release date shifted back to end of June
Total Time (Hrs)	3.75 Hours

Project/Event Title	Orientation in Review: Feedback BN and presentation
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Form has been completed via Jotform <ul style="list-style-type: none"> - Conditional logic set up (so cool!) <ul style="list-style-type: none"> - AKA. Only asking councilors to rate sessions they actually attended - Aggregated data collected - Basic charts are read to go
Relevant Strategic Priorities	<ul style="list-style-type: none"> - On hold, until bigger issues are resolved (as of June 16, 2022) - ETA end of June
Total Time (Hrs)	1.5 Hours

Project/Event Title	Policy Review and Notice Drafts
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Notice of Motions are drafted for Elections and Referenda <ul style="list-style-type: none"> - Taking them to GOV for approval and to recommend to Council - Notices will be on the website after GOV approval, and amended on the Council agenda (hopefully) - Moved onto MSGP and Council Policy for review
Relevant Strategic Priorities	<ul style="list-style-type: none"> - Try to get it on the Website before the council meeting to ensure we stay on track and adhere to the Policy Manual
Total Time (Hrs)	6.25 Hours

Total Project and Events Hours	18.75 Hours
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Committee Chair Work

Committee Name	Governance Committee
# of Meetings	1
Total Time (Hrs)	1.52 Hours
Summary	<ul style="list-style-type: none"> - Presentation of GOV Annual plan - Review of electronic voting for council <ul style="list-style-type: none"> - Thank you Beaty and Angel for doing the research! - Policy review check-in: <ul style="list-style-type: none"> - Sorting policies that are ready to sign off on (no action required), policies that need to be amended, policies that need to be amended and are ready to be pushed for a notice, policies that need to be

	halted and we might need to get legal on them.
Ongoing Projects	<ul style="list-style-type: none"> - Policy review - Upcoming Bylaw Review and AGM prep
Relevant Strategic Priorities:	<ul style="list-style-type: none"> - Stick to GOV annual plan timeline for reviews and amendments - Prepare for Bylaw review

Committee Name	Members' Meeting Planning Committee
# of Meetings	0
Total Time (Hrs)	1 Hour
Summary	<ul style="list-style-type: none"> - Time scheduling for the meeting <ul style="list-style-type: none"> - Email out to committee members - Filling out committee tracker for Members' Meeting - Creating Zoom link - Looking for past meeting minutes, some guidance
Ongoing Projects	N/A
Relevant Strategic Priorities:	<ul style="list-style-type: none"> - Send out call for agenda items by Thursday, the latest, for meeting on June 30, 2022 - Submit agenda items once the call is out

Total Committee Hours	2.52 Hours
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Administrative Work

Summary	Emails, signing authority for Board Organizer, Dev session post-recording, non-exec councilor work report assist, work orders JUNE 1, 2022 <ul style="list-style-type: none"> - Emails between incoming councilors and with staff - Getting the meeting minutes where the signing authority for Ella passed, and passing it along to finance - Converting, uploading, and sending out recording after Dev session - Helping non-execs submit their work reports via the jotform - Work orders for Communications and for Policy <ul style="list-style-type: none"> - Getting name cards for doors - Work order for info on e-voting for council
Total Time (Hrs)	4 Hours

Summary	Drafting call for SPOC meeting, adjusting GOV recording, scheduling check-ins with staff JUNE 2, 2022 <ul style="list-style-type: none"> - There is no established chair for SPOC, so I drafted an email to make things easier when the call goes out. - There was an issue with the first GOV committee recording that I needed to
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	<ul style="list-style-type: none"> - fix before it is uploaded to the youtube channel - Scheduled staff check-ins and debriefed after a hectic week
Total Time (Hrs)	2.5 Hours

Summary	<p>Scheduled esports, Embark meeting scheduling, TRUSU question, SASS/SUS scheduling email, agenda amendments JUNE 3, 2022</p> <ul style="list-style-type: none"> - Scheduled the time for esports to come review the gaming lounge and forum chambers, so they can make an informed decision - Sent out a scheduling email to Embark so I can chat with them about how/when they want to take their Council seat - Emailed TRUSU to learn more about their voting practices <ul style="list-style-type: none"> - I heard that they use electronic voting, so it is worth a shot - Scheduling time with SUS and SASS to walk them through the SUB emergency plans <ul style="list-style-type: none"> - SUS and SASS were pretty much excluded from a lot of building related discussions because only recently that I got to add them to the SUB Tenants mailing list <ul style="list-style-type: none"> - I requested their additions in March - Amendments needed to be made on the Council agenda, so I sent those over to admin
Total Time (Hrs)	2 Hours

Summary	<p>CONFIDENTIAL MATERIAL REVIEW JUNE 4, 2022</p> <ul style="list-style-type: none"> - Review of confidential files and evaluating the credibility of the evidence - These need to be organized and clarified what they speak to, and how it is relevant, and whether they would count as admissible - What actions should be warranted or are justifiable - We need to circle back to this, we barely made a dent in it.
Total Time (Hrs)	6.5 Hours

Summary	<p>Emails JUNE 6, 2022</p> <ul style="list-style-type: none"> - Call for agenda items for GOV committee - Email to council about committee elections - Confirming time for SASS and SUS and sending out Zoom links
Total Time (Hrs)	1.5 Hours

Summary	<p>Cheque requisitions, email drafting, CONFIDENTIAL JUNE 7, 2022</p> <ul style="list-style-type: none"> - Cheque requisition signing for groups and staff - Drafting the SVSPO email to Council and ensuring members are prepared for the session and have the chance to opt out. <ul style="list-style-type: none"> - Attaching jotform and proposal - Confidential file review – CCBC related
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Total Time (Hrs)	5.75 Hours
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Summary	<p>Emails, GOV minutes updates and approval JUNE 8, 2022</p> <ul style="list-style-type: none"> - Emails about bookings at SFU - Emails about DSU bookings in the SUB on a large-scale - Committee assist - GOV minutes review, suggested updates, and approval - Submitting GOV annual plan presentation slides for the minutes.
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Total Time (Hrs)	2.25 Hours
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Summary	<p>Emails, scheduling M.E., updating mailing lists, archived policy review JUNE 9, 2022</p> <ul style="list-style-type: none"> - Email about SVSPO went out to council - Staff emails - Confirming hybrid setup for SFU Orientation - Invitation to SUB walkthrough for more SFU folk went out - Orientation feedback form went out - Found some old Bullying and Harassment Policy that would be great to add back into Personnel Policies if HRP is ok with it <ul style="list-style-type: none"> - Reviewing Build SFU documents and other administrative policies. I am hoping that way we can make sense of some of the policies that are referencing roles that no longer exist. - Calling CCBC meeting in the absence of the chair
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Total Time (Hrs)	4 Hours
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Summary	<p>SUB Emergency Plans Prep, emails over club issue, discord maintenance JUNE 10, 2022</p> <ul style="list-style-type: none"> - Reviewed and highlighted the aspects of the SUB emergency plans that are applicable for SASS and SUS before the meeting <ul style="list-style-type: none"> - While it would be ideal for them to know all of it, I am more concerned with them knowing the ones that are applicable to them <ul style="list-style-type: none"> - Especially since SASS shares that space with all FASS DSUs - Handling and confirming issue resolution for an SFSS club - Discord maintenance <ul style="list-style-type: none"> - Adding descriptions to channels, organizing channels, fixing roles - Unfinished
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Total Time (Hrs)	2.30 Hours
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Summary	<p>Exec petition, discord maintenance, work report JUNE 11, 2022</p> <ul style="list-style-type: none"> - Drafting petition for Executive meeting - Drafting motion for the meeting, and the rough agenda that is needed to be prepared for the meeting - Getting signatories - Finishing discord updates with permissions, and role updates - Getting some work done on the work report
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Total Time (Hrs)	7.5 Hours
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Summary	<p>Submit GOV agenda items JUNE 12, 2022</p> <ul style="list-style-type: none"> - Meeting planning - Submitted the discussion items, motions, and attachment to the GOV agenda
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Total Time (Hrs)	1 Hour
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Summary	<p>The Peak, release approval, letterheads, dev session planning JUNE 14, 2022</p> <ul style="list-style-type: none"> - Set the unlisted video link to the last Council meeting to the Peak - Approved the sending of unlisted Council recordings to the Peak moving forwards - Getting letterheads updated for Executives <ul style="list-style-type: none"> - Getting GOV committee letterhead - Last-minute planning for backup development session <ul style="list-style-type: none"> - Just some notes and outlining - Picking theme for presentation
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Total Time (Hrs)	2.20 Hours
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Summary	<p>Dev Session making, drafting motions for Council agenda, emails JUNE 15, 2022</p> <ul style="list-style-type: none"> - Putting together a last-minute development session on Committee Chairing <ul style="list-style-type: none"> - There was not enough time for me to put together a proper workshop on Robert's Rules - Drafting and submitting the motions for the Council agenda <ul style="list-style-type: none"> - Executive Committee Report - Nominating and Vancouver Committee elections - Disc item: Mailing lists - Miscellaneous emails
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Total Time (Hrs)	5.083 Hours
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Total Admin Hours	46.583 Hours
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Total Hours	107.266 Hours
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VP Finance and Services
Abhishek Parmar

Meeting Summary and Comments

Meeting, Date	Sub Emergency Emergency Response Plans - Drop in, June 1, 2022 10am-11:10am
Parties Attending	John
Meeting Length (Hrs)	1.17
Reason	To answer sub tenants questions about the Emergency response plan
Summary and Outcome	<ul style="list-style-type: none">• Mostly just chatting between John and myself discussing the plan as no one else came in
Next Steps	n/a

Meeting, Date	Meeting with Kurt Belliveau June 1, 2022 11:10am - 1pm
Parties Attending	Kurt
Meeting Length (Hrs)	1.83
Reason	To clarify various issues surrounding the budget
Summary and Outcome	<ul style="list-style-type: none">• Confirmed the adding of \$5000 to Outreach committee budget• Checked in on the costs of adding new IEC chief and commissioner• Looked at staff salary costs in relation to overtime
Next Steps	

Meeting, Date	Council Development Session June 1, 2022 4:30 - 5:30pm
Parties Attending	Council, exec
Meeting Length (Hrs)	1 hr
Reason	Bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none">• Ilham showed how to fill out a work order• Discussed how communication within the SFSS works<ul style="list-style-type: none">○ Specifically who is involved with the department
Next Steps	

Meeting, Date	Budget Brainstorm June 2, 2022 1:15pm - 3:15pm
Parties Attending	Judit
Meeting Length (Hrs)	2

Reason	Spontaneous discussion around the budget
Summary and Outcome	<ul style="list-style-type: none"> • Discussed the projected benefit that was inherited from the draft created by the previous exec • Discussed the fiscal history of the society (especially over the last 3 years) • Judit graphed the deficit on the board office whiteboard • I expressed concerns that a continental deficit would hamper our ability to invest in potential infrastructure like a Surrey Sub • Discussed various ways to offset the deficit like collecting sponsors or increasing fees (neither Judit or I were okay with this)
Next Steps	Discuss some idea with Kurt

Meeting, Date	A Night of Celebration; Recognizing Student and Community Organizing June 2, 2022 8pm- 8:45pm
Parties Attending	Lots of people including Rea, Eshana, Ashley, Marie, Parsa and Balquees (I came around the end)
Meeting Length (Hrs)	0.75
Reason	I saw they needed help cleaning stuff up
Summary and Outcome	<ul style="list-style-type: none"> • I helped pick up garbage, pack up stuff for the videographer and clean tables
Next Steps	

Meeting, Date	Sub Emergency Emergency Response Plans - Drop in, June 3rd, 2022 10am-11am
Parties Attending	John, Judit, Dipti, Magnus from CJSF, Nelly from Embark
Meeting Length (Hrs)	1
Reason	To answer sub tenants questions about the Emergency response plan
Summary and Outcome	<ul style="list-style-type: none"> • Discussed that escalatory procedures in the event of an incident <ul style="list-style-type: none"> ◦ John clarified that each of the sub tenants had their own plans for within their space
Next Steps	

Meeting, Date	Introduction to BPK Councilor June 3rd, 2022 5pm- 5:30pm
Parties Attending	Gurleen
Meeting Length (Hrs)	0.5
Reason	To give a small intro to the SFSS and its committees
Summary and Outcome	<ul style="list-style-type: none"> • Gave Gurleen a rundown of council and committees • Answered her questions regarding council
Next Steps	

Meeting, Date	SFSS executive committee meeting June 3rd, 2022 6pm- 8:30pm
Parties Attending	SFSS execs, Sohan jayprakash Baviskar
Meeting Length (Hrs)	2.5
Reason	Bi-Weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Passed various accessibility based purchases for Nikki ● Appointed Gabe, Rastko and Gur as AVPs for Eshana and Nikki respectively ● I brought Sohan as a presenter to present on his software for clubs called Varga ● Vaibhav talked about potential events in the sub
Next Steps	Follow up with exec and staff to see interest in VARGA

Meeting, Date	Governance Committee Meeting June 6, 2022 3pm - 4:30pm
Parties Attending	Judit, Ben, Mark, Hilary
Meeting Length (Hrs)	1.5
Reason	Bi-Weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> ● Discussed the policy review of various policies <ul style="list-style-type: none"> ○ I talked about various issues with the policies I reviewed ● Judit presented her annual plan for Governance
Next Steps	More policy review

Meeting, Date	Meeting with SASS execs June 6, 2022 7pm- 7:30pm
Parties Attending	Aaron Fung, Gurmeahar Singh
Meeting Length (Hrs)	0.5
Reason	To learn about the SASS grant regarding the furnishment of the SASS room
Summary and Outcome	<ul style="list-style-type: none"> ● Answered Gur and Aaron's questions regarding the grant and funds remaining
Next Steps	<ul style="list-style-type: none"> ● Follow up with John

Meeting, Date	DSU Assist and Review June 7, 2022 1:30pm-2:30pm
Parties Attending	Judit
Meeting Length (Hrs)	1
Reason	Evaluating the health of current DSUs
Summary and Outcome	<ul style="list-style-type: none"> ● Used office whiteboard to write down the names of all the active DSUs and FSUs ● Exec turnover was a common denominator for may groups ● I am hoping the core increase will help activate these groups <ul style="list-style-type: none"> ○ Seems unlikely though as core wasn't the issue for these groups

Next Steps	
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Meeting, Date	Meeting with Kamal Masri June 8, 2022 10am- 11am
Parties Attending	Kamal Masri
Meeting Length (Hrs)	1
Reason	Catch up and idea sharing
Summary and Outcome	<ul style="list-style-type: none"> • Kamal and I discussed the expansion of the Subs operational hours • We also discussed potential Beedie events that could be hosted in the SUB
Next Steps	

Meeting, Date	Meeting with Kurt June 8, 2022 11am- 11:30am
Parties Attending	Kurt
Meeting Length (Hrs)	0.5
Reason	TO finalize the budget
Summary and Outcome	<ul style="list-style-type: none"> • Made final changes to the budget
Next Steps	Submit budget to council

Meeting, Date	Authorizing Signatures chat + updates June 8, 2022 11:30am - 12pm
Parties Attending	Ella, Helen
Meeting Length (Hrs)	0.5
Reason	Update to keep signing authorities in the loop
Summary and Outcome	<ul style="list-style-type: none"> • Ella updated Helen and I on the status of our signing authority
Next Steps	

Meeting, Date	SFSS council meeting June 8, 2022 4:30pm - 9:30pm
Parties Attending	Exec, Council
Meeting Length (Hrs)	5
Reason	Bi-weekly meeting
Summary and Outcome	<ul style="list-style-type: none"> • Various committee elections <ul style="list-style-type: none"> ◦ I was elected onto Outreach committee
Next Steps	

Meeting, Date	Fees Meeting June 9, 2022 3:30pm -4pm
Parties Attending	Helen, FIC staff
Meeting Length (Hrs)	0.5
Reason	Last minute addition
Summary and Outcome	<ul style="list-style-type: none"> ● Spoke about FIC involvement with SFSS ● Learned of ~ \$19000 owed to SFSS
Next Steps	Follow up with Kurt

Meeting, Date	SFU Director Orientation, June 9, 2022 4pm- 5pm
Parties Attending	Exec, Erin Biddlecombe
Meeting Length (Hrs)	1
Reason	Help execs know which staff to get in contact with for what
Summary and Outcome	<ul style="list-style-type: none"> ● Shown organizational chart with roles and who does what ● Discussed policies relevant to the SFSS ● Discussed the history of the SFSS working with SFU
Next Steps	

Meeting, Date	Welcome Orientation: Comms Asst June 10, 2022 10:30am - 11am
Parties Attending	Steven
Meeting Length (Hrs)	0.5
Reason	To onboard Steven
Summary and Outcome	<ul style="list-style-type: none"> ● I introduced myself and my portfolio to Steven ● Got to know Steven <ul style="list-style-type: none"> ○ He like football (european) and F1
Next Steps	

Meeting, Date	Meeting with Kurt June 10, 2022 11:30am- 12:30pm
Parties Attending	Kurt
Meeting Length (Hrs)	1
Reason	TO discuss SFU 350 being incorrectly billed and
Summary and Outcome	<ul style="list-style-type: none"> ● Confirmed SFSS would be paying the final bill when SFU prvodies it ● Asked around outstanding fees from FIC
Next Steps	Followed up with Clubs and the issue is resolved

Meeting, Date	Memory Express x SFSS June 13, 2022 2pm-3pm
Parties Attending	Judit, Helen, Ronnie, Arian
Meeting Length (Hrs)	1
Reason	To discuss a potential deal
Summary and Outcome	<ul style="list-style-type: none"> ● Multiple options with deals available <ul style="list-style-type: none"> ○ Similar to last year ● Were left in limbo by previous exec
Next Steps	

Meeting, Date	Executive Committee meeting June 14, 2022 9:30am - 10:30am
Parties Attending	Execs, Ella, Ayesha, Gabe
Meeting Length (Hrs)	1
Reason	Meeting called for by petition
Summary and Outcome	<ul style="list-style-type: none"> ● All motions passed except for a motion to reconsider. <ul style="list-style-type: none"> ○ This included a motion to ratify the actions of the President and VPIOD and another motion to issue an apology to SFU ○ I was elected vice chair of exec committee
Next Steps	

Meeting, Date	DNA meeting , June 14, 2022 2pm - 2:45pm
Parties Attending	Vivian, Brianna, Veronique, other DNA members
Meeting Length (Hrs)	0.75
Reason	To help them understand their levy
Summary and Outcome	<ul style="list-style-type: none"> ● I answered some questions and need to get clarification from Kurt for others
Next Steps	<ul style="list-style-type: none"> ● Follow up with Kurt

Meeting, Date	AVP Finance Search Committee: Candidate Report Jun 15, 2022 1:30pm - 3pm
Parties Attending	GSS Student life rep, Natalie Gick, Susanne Stockdill, Michelle Allison, Martin Purchurko, Kelli Whittle, Dongya yang, others
Meeting Length (Hrs)	1.5
Reason	To find the new AVP Finance
Summary and Outcome	<ul style="list-style-type: none"> ● Search has progressed ● The rest must stay confidential
Next Steps	<ul style="list-style-type: none"> ● Conduct interviews

Meeting, Date	Council Development Session Jun 15, 2022 4:30pm - 5:30om
Parties Attending	Council, execs
Meeting Length (Hrs)	1
Reason	Bi-weekly dev sessions
Summary and Outcome	<ul style="list-style-type: none"> • Judit presented on various basics for participating chairing SFSS committees • She also talked about some other basics like writing motions
Next Steps	

Total Meeting Hours	29
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Projects and Events

Total Project and Events Hours	0
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Administrative Work

Summary	June 1, 2022 Working on Budget(1), emails (1.5)
Total Time (Hrs)	2.5

Summary	June 2, 2022 Cheque reqs(1), emails(1.5)
Total Time (Hrs)	2.5

Summary	June 3, 2022 emails (0.5)
Total Time (Hrs)	0.5

Summary	June 4, 2022 Working on budget (3.75)
Total Time (Hrs)	3.75

Summary	June 5, 2022 emails (0.25)
Total Time (Hrs)	0.25

Summary	June 6, 2022 working on budget(1), emails (2)
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Total Time (Hrs)	3
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Summary	June 7, 2022 Cheque reqs (1), working on budget(1.5), emails (2.5)
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Total Time (Hrs)	5
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Summary	June 8, 2022 Signed bank req, payroll, cheqs (these 3 combined for 1.5 hours) working on budget(2), emails (1.5)
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Total Time (Hrs)	5
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Summary	June 9, 2022 Signed Cheqs (1), emails (2.5)
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Total Time (Hrs)	3.5
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Summary	June 10, 2022 emails (2)
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Total Time (Hrs)	2
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Summary	June 13, 2022 emails (2.5)
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Total Time (Hrs)	2.5
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Summary	June 14, 2022 Prepping for AVP Finance Committee meeting(2), emails (2)
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Total Time (Hrs)	4
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Summary	June 15, 2022 emails (2.5)
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Total Time (Hrs)	2.5
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Total Admin Hours	37
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Total Hours

66 Hours

VP University and Academic Affairs
Nikki Kirigin

Meeting Summary and Comments

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

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

Total Meeting Hours	
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Projects and Events

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

Project/Event Title	
Updates and Upcoming Plans	

Relevant Strategic Priorities	
Total Time (Hrs)	

Total Project and Events Hours	
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Committee Chair Work

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

Total Committee Hours	
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Administrative Work

Summary	
Total Time (Hrs)	

Total Admin Hours	
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VP External and Community Affairs
Eshana Baran

Meeting Summary and Comments

Meeting, Date	Prep for Mayor Surrey Doug McCallum (June 1st, 2022)
Parties Attending	Gabe Liosis, Muriel Adarkwa, Myself
Meeting Length (Hrs)	12:30pm-1pm (30 mins)
Reason	Making an agenda for the meeting so we know what to talk about and are prepared
Summary and Outcome	Prepped topics to talk about <ul style="list-style-type: none">- Surrey SUB- Housing Affordability- Transportation
Next Steps	Attend Meeting with the Mayor

Meeting, Date	Council Development Session (June 1st, 2022)
Parties Attending	Exec, Council, Ilham Benttahir
Meeting Length (Hrs)	4:30pm-5:38pm (1.133 hours)
Reason	Went through how communications works in the SFSS <ul style="list-style-type: none">- How to place work orders- What we need to write for work orders to have all of the information needed
Summary and Outcome	Learned more about the communications department
Next Steps	Follow through with the steps Ilham gave on how to best put in work orders and make sure social media posts are well received

Meeting, Date	SV Advisory Group Information Session- Student Associations (June 2nd, 2022)
Parties Attending	SV Advisory Group, Myself
Meeting Length (Hrs)	1pm-2pm (1 hour)
Reason	Getting input from student unions on SV policy in Universities
Summary and Outcome	Talked about ways policies can become better and support students rather than the University
Next Steps	Continue these conversations, find a student representative to go to government meetings.

Meeting, Date	Meeting with Burnaby Councillor Mike Hillman (June 2nd, 2022)
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Parties Attending	Helen Sofia Pahou, Myself
Meeting Length (Hrs)	3:10pm-4:45 pm (1 hour, 35 mins)
Reason	Seeing areas for collaboration
Summary and Outcome	Seeing next steps for the Burnaby Gondola
Next Steps	Creating a working relationship for collaboration on future projects

Meeting, Date	UVSS Budget Consultation Go-over (June 3rd, 2022)
Parties Attending	UVSS External, UVSS President, Myself
Meeting Length (Hrs)	9:30:10:00am (30 mins)
Reason	Finding areas where we align in our presentations
Summary and Outcome	We found out that we did not have a lot of overlap, and the points that did overlap had different examples so we were able to make sure we weren't repeating the same points, but also showing that Universities do have the same problems.
Next Steps	Present at the 2023 Budget Consultation

Meeting, Date	Meeting MLA Katrina Chen (June 3rd, 2022)
Parties Attending	Helen Sofia Pahou, Rea Chatterjee, Gabe Liosis,
Meeting Length (Hrs)	12-12:45 (15 mins)
Reason	Finding areas of support.
Summary and Outcome	We met with MLA Chen and discussed: <ul style="list-style-type: none"> - Anti-TMX campaigns - The Burnaby Mountain Gondola - Water Drive + Cooling Centers - Municipal Elections - National Day of Truth and Reconciliation recognition by province - Student Housing
Next Steps	

Meeting, Date	UFVSS/SFSS Meeting
Parties Attending	UFVSS President + UFVSS External, Myself
Meeting Length (Hrs)	1:00pm-1:30pm (30 mins)
Reason	See areas where we can collaborate
Summary and Outcome	Talked about how we can collaborate on helping communities find relief when they face extreme weather such as heat and floods.
Next Steps	Keep in contact and see where we can collaborate

Meeting, Date	SFSS Executive Meetings
Parties Attending	Execs
Meeting Length (Hrs)	6pm-8:30pm (2.5hours)
Reason	Looking at executive new business and discussion items
Summary and Outcome	Passed motions and had discussions
Next Steps	Prepare for the next Executive meeting

Meeting, Date	Budget Consultation Script Editing (June 6th, 2022)
Parties Attending	Helen Sofia Pahou, Gabe Liosis, Myself
Meeting Length (Hrs)	7pm-8:30 (1.5 hours)
Reason	Editing the script to make sure it was for 5 minutes and everything was clear and made sense
Summary and Outcome	Edited around half of the script.
Next Steps	Made plans to reconvene at 9pm

Meeting, Date	Budget Consultation Prep (June 6th 2022)
Parties Attending	Helen Sofia Pahou, Myself
Meeting Length (Hrs)	9:00pm-10pm (1 hour)
Reason	We wanted to finish the script before presenting the next day
Summary and Outcome	Finished editing the script
Next Steps	Present the script at the 2023 Budget Consultation

Meeting, Date	Team ECA check-in (June 7th, 2022)
Parties Attending	Gabe Liosis, Myself
Meeting Length (Hrs)	9:00am-10:30am (1.5 hours)
Reason	Checking in on projects, what we need to work towards, and how Gabe can support.
Summary and Outcome	Talked about the Budget Consultation, practiced the script, and planned the next week of meetings.
Next Steps	Next Check-in

Meeting, Date	Meeting with Doug McCallum, Mayor of Surrey (June 7th, 2022)
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Parties Attending	Gabe Liosis, Myself
Meeting Length (Hrs)	The meeting started at 11, but i got there at 11:20 (11:20-12pm) (40 mins)
Reason	Seeing areas of collaboration
Summary and Outcome	Discussed: <ul style="list-style-type: none"> - Surrey SUB <ul style="list-style-type: none"> - We found out there were plans to make a Surrey SUB previously but plans fell through, there is still the possibility now - Housing <ul style="list-style-type: none"> - Talked about how it is unaffordable for students, especially now in Surrey - Water Drive <ul style="list-style-type: none"> - Having a water drive and providing resources for houseless folks around Surrey
Next Steps	See if we can find space for a Surrey SUB

Meeting, Date	Council (June 9th, 2022)
Parties Attending	Exec, Council, Ella, Simar
Meeting Length (Hrs)	(4:30pm-9:38pm) (5 hours, 8 mins)
Reason	Talked about: <ul style="list-style-type: none"> - New Business - Updates from execs - Discussion Items
Summary and Outcome	Had Council Meeting
Next Steps	Attend Next Council Meeting

Meeting, Date	Tuition Freeze Now (June 9th, 2022)
Parties Attending	Tuition Freeze Now team, Rea Chatterjee, Myself
Meeting Length (Hrs)	9:30am-10:30am (1 hour)
Reason	Figuring out logistics of the TFN Survey
Summary and Outcome	Looked at getting more outreach for the Survey
Next Steps	Reaching out to councillors, posting on the SFSS Instagram, making a newspost (spreading the word).

Meeting, Date	Advocacy Plan (June 9th, 2022)
Parties Attending	Rea Chatterjee, Beaty Omboga , Myself
Meeting Length (Hrs)	(15 mins)
Reason	Making an advocacy plan and seeing how we can work to achieve these plans
Summary and Outcome	Finding out what I need to fill out in the plan
Next Steps	Add to the advocacy plan

Meeting, Date	Meeting with Erin Biddlecombe
Parties Attending	All Executives
Meeting Length (Hrs)	4pm-4:45 (45mins)
Reason	Learning who to go to for support from SFU and learning in what ways we can work together.
Summary and Outcome	Learned who we can reach out to for what
Next Steps	Make sure we understand who to go to for support.

Meeting, Date	Prep Meeting with Minister Anne Kang (June 7th, 2022)
Parties Attending	Ella Droko, Rea Chatterjee,
Meeting Length (Hrs)	12:15-12:45 (30 mins)
Reason	Made an agenda for what to talk about so we are prepared with points
Summary and Outcome	Made an agenda
Next Steps	Attend the meeting with Minister Anne Kang

Meeting, Date	Meeting with Harjap from GSS (June 9th, 2022)
Parties Attending	Rea Chatterjee, Myself
Meeting Length (Hrs)	11:30am-12pm (30 mins)
Reason	Getting updates on the Letter
Summary and Outcome	Updates on the Letter
Next Steps	Attending the meeting on June 13th (update: this was canceled)

Meeting, Date	Meeting with Minister Anne Kang (June 9th, 2022)
Parties Attending	Rea Chatterjee, Myself
Meeting Length (Hrs)	Meeting length (1 hour) Driving (1 hour) all together (2 hours)
Reason	Find areas where we can get support in our goals
Summary and Outcome	Discussion: <ul style="list-style-type: none"> - Tuition Affordability - International Student Tuition Affordability and Transparency to their rights in Canada
Next Steps	Invite Minister Kang to the SUB: <ul style="list-style-type: none"> - Have a tour - Meet the rest of the execs

Meeting, Date	Meeting with Comms Assistant(June 9th, 2022)
Parties Attending	Steven, Myself
Meeting Length (Hrs)	12:15-12:45 (30 mins)
Reason	Talked about my role and how comms can support
Summary and Outcome	Went over my annual plan, talked about what I submit to comms as work orders
Next Steps	

Meeting, Date	SFU Meeting with GSS, FNMISA, DNA, SFPIRG (June 13th, 2022)
Parties Attending	Rea Chatterjee, Harjap from GSS, FNMISA, DNA, SFPIRG, Myself
Meeting Length (Hrs)	3:00-4:30 (1 hour, 30 mins)
Reason	We were supposed to meet with SFU on this day, but the meeting was canceled the day of so we got updates on the letter and looked at rescheduling the meeting with SFU in the future
Summary and Outcome	Updates on the letter and rescheduling a meeting with SFU
Next Steps	Meet with SFU whenever the meeting gets rescheduled.

Meeting, Date	Migrant Student United (June 13th, 2022)
Parties Attending	Migrant Students United, Rea Chatterjee, Myself
Meeting Length (Hrs)	4:30-6:30 (2 hours)
Reason	Talked about the townhall

Summary and Outcome	Completed: <ul style="list-style-type: none"> - The petition - Social media production - Made an eventbrite
Next Steps	Send emails to external groups to attend the townhall + inform them of the campaign

Meeting, Date	ECA Check In (June 14th, 2022)
Parties Attending	Gabe Liosis, Myself
Meeting Length (Hrs)	8:30am-9am (30 mins)
Reason	Checking in to see where support is needed on the VP External Side
Summary and Outcome	Discussion on: <ul style="list-style-type: none"> - Informing council of the projects I have done - Getting ready for future projects - Getting ready for the ECA Committee meeting
Next Steps	Follow through with informing council of what I have accomplished so far

Meeting, Date	Emergency Executive Meeting (June 14th, 2022)
Parties Attending	Entire Executive Team
Meeting Length (Hrs)	9:30am-10:30am (1 hour)
Reason	Voting on a motion
Summary and Outcome	Exec Meeting ended
Next Steps	

Meeting, Date	Prep for Meeting with MLAs Lisa Beare and Bob D'Eith (June 14th, 2022)
Parties Attending	Myself, Gabe Liosis, Beaty Omboga, Ella Droko, Muriel Adarkwa
Meeting Length (Hrs)	11:20am-12:05pm (45 mins)
Reason	Prepping talking points for the meeting to make sure I am prepared and know what to talk about
Summary and Outcome	Planned a couple points to talk about including: <ul style="list-style-type: none"> - Bettering transit - Greater access to mental health resources - Climate Justice - Affordable Housing - Recognizing National Indigenous People(s) Day as a Provincial holiday
Next Steps	Attend the meeting

Meeting, Date	Meeting with Mayor Hurley (June 14th, 2022)
Parties Attending	Myself
Meeting Length (Hrs)	4:00-4:30 (meeting) 1 hour driving (there and back) 1 hour 30 mins all together
Reason	Building upon the working relationship with the previous VP External, seeing where we can get support from the City
Summary and Outcome	Talked about: <ul style="list-style-type: none"> - The Gondola - Anti-TMX work - Water Drive - Importance of students being involved in the city
Next Steps	Send a follow up email of what we talked about

Meeting, Date	Prep for Indigenous Peoples Day Statement(June 15th, 2022)
Parties Attending	Rea Chatterjee, Myself
Meeting Length (Hrs)	10:30am-11 am (30 mins)
Reason	Making sure that the statement I wrote includes the right language and is written with an equitable perspective
Summary and Outcome	Talked about: <ul style="list-style-type: none"> - Rea wil edit the statement - Going over the last years statement
Next Steps	Send the statement to communications to post on the SFSS website once the statement is edited by the VP Equity

Meeting, Date	SFSS + Alison Stanton (June 15th, 2022)
Parties Attending	Rea Chatterjee, Myself
Meeting Length (Hrs)	1:00pm-1:30pm (30 mins)
Reason	SFU Health Services
Summary and Outcome	Talked about: <ul style="list-style-type: none"> - Health and services on the promotional side
Next Steps	Stay in Contact with the Health Services Promotional Team and see areas for collaboration

Meeting, Date	Blood Drive Meeting (June 15th, 2022)
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Parties Attending	Vaibhav Arora, Myself
Meeting Length (Hrs)	1:30pm-2:15pm (45 mins)
Reason	Doing a Blood Drive on Campus
Summary and Outcome	Talked about: <ul style="list-style-type: none"> - Having blood drive in the fall in the ballroom - Seeing how the SFSS can support - Learning more about the initiative
Next Steps	Having a meeting with Vaibhav to talk about action items and having another meeting with the Blood Drive group on campus.

Meeting, Date	Gender Neutral Washrooms/Changerooms in SFU (June 15th, 2022)
Parties Attending	Rea Chatterjee, Helen Sofia Pahou, Jude Mah, Simmi Dhaliwal, Myself.
Meeting Length (Hrs)	2:30-3:30pm (30 mins)
Reason	Creating safe spaces for non-binary folks in recreational areas which are comfortable and inclusive
Summary and Outcome	Talked about: <ul style="list-style-type: none"> - Plan on reaching out to SFU
Next Steps	Have a meeting on our asks and how we can get these gender neutral washrooms on the SFU campus

Meeting, Date	Development Session (June 15th, 2022)
Parties Attending	Council, Exec
Meeting Length (Hrs)	4:30-5:30-pm (1 hour)
Reason	Went in depth about committees: <ul style="list-style-type: none"> - Talked about working groups - Limits of committee - Non-executive councillors cna chair - How to submit a motion - Contents of an agenda
Summary and Outcome	Learned more about committees
Next Steps	Keep in mind what was told during this developmental session

Total Meeting Hours	32.765
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Projects and Events

Project/Event Title	ISHF Campaign Tabling with Migrant Students United
Updates and Upcoming Plans	Told people about the campaign and why we are doing it, informing and inviting them to the townhall
Relevant Strategic Priorities	Having snacks and candy for students
Total Time (Hrs)	(1.5 hours)

Project/Event Title	2023 Budget Consultation Presentation
Updates and Upcoming Plans	Presented to the Standing Committee on Finance and Government Services
Relevant Strategic Priorities	Prepared a Written submission, prepared a script
Total Time (Hrs)	10:30-11:15 (45 mins)

Project/Event Title	Indigenous People(s) Day Statement
Updates and Upcoming Plans	Finished, sent to VP Equity to edit
Relevant Strategic Priorities	Looked at the previous statement
Total Time (Hrs)	(1.5)

Project/Event Title	Budget 2023 Consultation Written Form
Updates and Upcoming Plans	Finished, sent to VP Equity to edit
Relevant Strategic Priorities	<ul style="list-style-type: none"> - Research - Wrote out the written Submission - Made sure it made sense
Total Time (Hrs)	6 hours

Project/Event Title	Budget 2023 Consultation Script
Updates and Upcoming Plans	Finished

Relevant Strategic Priorities	<ul style="list-style-type: none"> - Based it off of the written submission - Transferred the key points of the written submission to the
Total Time (Hrs)	2 hours

Project/Event Title	Burnaby Board of Trade AGM (June 13th, 2022)
Updates and Upcoming Plans	Learned about SFU's collaboration with businesses, seeing how co-ops can be supported by the Burnaby Board of Trade with SFU.
Relevant Strategic Priorities	Seeing how students can connect with the community
Total Time (Hrs)	2.5 hours

Project/Event Title	Palestinian Liberation Event
Updates and Upcoming Plans	It was a great event and I learned a lot about the work that went into the Issues Policy including the research and reaching out to groups.
Relevant Strategic Priorities	Volunteered for the event
Total Time (Hrs)	5- 9:00pm (4 hours)

Total Project and Events Hours	18.25
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Committee Chair Work

Committee Name	External and Community Affairs Committee
# of Meetings	Prep Meetings
Total Time (Hrs)	1 hour
Summary	ECA Meeting Prep
Ongoing Projects	Prepping for future meetings
Relevant Strategic Priorities:	Prepping the meeting so it goes smoothly and making sure I know what I am talking about.

Committee Name	External and Community Affairs Committee
# of Meetings	Prep Meeting w/ Gabe Liosis
Total Time (Hrs)	20 mins

Summary	ECA Meeting Prep
Ongoing Projects	Prepping future ECA Committee meetings.
Relevant Strategic Priorities:	Continuing these Prep Meetings to ensure ECA Committee meetings go well

Committee Name	External and Community Affairs Committee
# of Meetings	1
Total Time (Hrs)	1 hour, 38 mins
Summary	ECA Meeting
Ongoing Projects	Water Drive, Planning Municipal Elections
Relevant Strategic Priorities:	Delegating projects for support on projects, helping committee members on their future projects

Total Committee Hours	3 hours, 58 mins
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Administrative Work

Summary	Admin: <ul style="list-style-type: none"> - Emails <ul style="list-style-type: none"> - Sending emails for the International Students Health Fee Campaign - Political meetings <ul style="list-style-type: none"> - Confirming times to meet and catching up on when my meetings are - Prepping notes for the Mayor Hurley Meeting - Work orders for a newsletter for the Tuition Freeze Now Survey - Prep for Councilor Swanson - Sending Budget Consultation Materials to Beaty - Updating Council Slides - Sent calendar invites - Updated notion - Work report - Sending in Indigenous People(s) Day Statement - Setting up meeting to go over the budget
Total Time (Hrs)	9 hours

Summary	Comms work orders for the Tuition Freeze Now Survey <ul style="list-style-type: none"> - Prepping mass email to membership
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Total Time (Hrs)	1 hour
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Summary	Sending Tuition Freeze Now Survey Details to Councillors making template
Total Time (Hrs)	1 hour

Total Admin Hours	11
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Total Hours: 65.981 hours

VP Events and Student Affairs
Vaibhav Arora

Meeting Summary and Comments

Meeting, Date	01-06-2022
Parties Attending	Myself; Helen Sofia Pahou; Judit Nagy; Emily Zhang (SFU Esports); Jennifer Seto
Meeting Length (Hrs)	10 - 11 AM (1 hour)
Reason	E-Sports
Summary and Outcome	<ul style="list-style-type: none">- Discussed the ideas of E-sports Lounge and Arena- Went over the MOU from 2020-21- I asked what SFSS will get in return if we give the space- Plan for a in-person walkthrough of SUB space and Forum Chambers
Next Steps	Setting up a time to meet in person

Meeting, Date	01-06-2022
Parties Attending	Council
Meeting Length (Hrs)	4:30 - 5:30 (1 hour)
Reason	Development Session
Summary and Outcome	<ul style="list-style-type: none">- Communications Coordinator presented on how the communications department help the council- Talked more on social media posts and work orders
Next Steps	N/A

Meeting, Date	02-06-2022
Parties Attending	Surrey Mitsubishi, Myself
Meeting Length (Hrs)	1.30 hours
Reason	Sponsorship meeting for StreetFest
Summary and Outcome	<ul style="list-style-type: none">- Explained to Kimberly from SM on tiers on sponsorship- Explained how we will offer them a stage to host their cars
Next Steps	Reach out again for updates

Meeting, Date	03-06-2022
Parties Attending	SFU ancillary, Sonja, Myself
Meeting Length (Hrs)	3:30 - 5 PM (1.30 hours)

Reason	Street Fest Co-chair planning
Summary and Outcome	<ul style="list-style-type: none"> - Preparing slides to present to the next Street Fest council meeting - Discussing the real time updates and what needs to be work on - Ideas about bringing vibrancy to the event
Next Steps	Chair the committee on the following Monday

Meeting, Date	03-06-2022
Parties Attending	John, Judit, Myself
Meeting Length (Hrs)	5 - 6 PM (1 hour)
Reason	E-Sports Discussion
Summary and Outcome	<ul style="list-style-type: none"> - Discussion on MOU 2020-21 - Decided about the give and takeaways - Talked more on opportunity costs
Next Steps	In person walkthrough with SFU and E-sports club

Meeting, Date	03-06-2022
Parties Attending	Executive Committee; Admin; Sohan Jayprakash Baviskar
Meeting Length (Hrs)	6 - 8 PM (2 hours)
Reason	Executive meeting
Summary and Outcome	<ul style="list-style-type: none"> - Appointed AVPs - I presented on SPC - Abhi brought Sohan for the presentation on VARGA - Judit talked about the selection of HRP elections
Next Steps	Sohan to send the official slides and proposal to review within in the council

Meeting, Date	06-06-2022
Parties Attending	Dipti, Myself
Meeting Length (Hrs)	1 - 2:30 PM (1.5 hours)
Reason	Events planning
Summary and Outcome	<ul style="list-style-type: none"> - Planned Summer Fest - Colloboration with SFU for the fest - July Events ideas reconciled - Treasure Hunt Planned
Next Steps	Planned to meet every week on the same time

Meeting, Date	06-06-2022
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Parties Attending	SFU Departments, Myself
Meeting Length (Hrs)	3:30 - 5:15 PM (1.75 hours)
Reason	Street Fest Committee meeting
Summary and Outcome	<ul style="list-style-type: none"> - Chaired the committee meeting - Ideas from various stakeholders on how to make the fest safe - Updates from various departments
Next Steps	Work on the issues discussed, plan for next meeting

Meeting, Date	08-06-2022
Parties Attending	Brian Jessel BMW, Myself
Meeting Length (Hrs)	11 AM-12 PM (1 hour)
Reason	Sponsorship for Street Fest
Summary and Outcome	<ul style="list-style-type: none"> - Meeting with Abdel, Marketing Manager at BMW for further discussion on the sponsorship tiers - Discussed the number of people attending the fest and how it will bring business to them
Next Steps	Follow up for the confirmation

Meeting, Date	08-06-2022
Parties Attending	Council
Meeting Length (Hrs)	4:30 - 9:45 PM (5.25 hours)
Reason	Council Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Save Democracy presentation - Labour Notes Conference motion brought up that was approved by previous board members - Budget Presented by Abhi - Judit discussed on Orientatio Feedback form
Next Steps	Group Mailing llists to be discussed

Meeting, Date	09-06-2022
Parties Attending	Execs, erin biddlecombe
Meeting Length (Hrs)	3:30 - 5 PM (1.5 hours)
Reason	SFU Orientation with Erin
Summary and Outcome	<ul style="list-style-type: none"> - Got to know about the roles of various people at SFU - Discussed about the restarting of JOC - Discussed about the collaboration of SFU and SFSS on more regular basis

Next Steps	Another meeting to be hosted in July
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Meeting, Date	10-06-2022
Parties Attending	SFU Ancillary, Myself, Sonja
Meeting Length (Hrs)	4 - 5 PM (1 hour)
Reason	StreetFest Co-chair planning
Summary and Outcome	<ul style="list-style-type: none"> - Preparing slides to present to the next Street Fest council meeting - Discussing the real time updates and what needs to be work on - Ideas about bringing vibrancy to the event
Next Steps	Chairing the next Monday Meeting

Meeting, Date	13-06-2022
Parties Attending	Dipti, Myself
Meeting Length (Hrs)	1 - 2 PM (1 hour)
Reason	Events Planning
Summary and Outcome	<ul style="list-style-type: none"> - Ordered Props for Summer Fest - Discussed more about SUB official opening - Giveaway event planned
Next Steps	Weekly meeting on Monday

Meeting, Date	13-06-2022
Parties Attending	Nancy, Anna, Dipti, Melanie, Myself, Ilham
Meeting Length (Hrs)	2 - 3 PM (1 hour)
Reason	Clubs Days Debrief
Summary and Outcome	<ul style="list-style-type: none"> - Discussed what went well and what can be improved for Fall Clubs Days - Talked more on the needs of executives or staff members to help out clubs
Next Steps	<ul style="list-style-type: none"> - Bi-weekly meetings to be held till Fall Clubs Days

Meeting, Date	14-06-2022
Parties Attending	Executives, Gabe, Ella
Meeting Length (Hrs)	9:30 - 10:30 AM (1 hour)
Reason	Emergency Council Meeting
Summary and Outcome	<ul style="list-style-type: none"> - In-Camera Discussion
Next Steps	N/A

Meeting, Date	14-06-2022
Parties Attending	SFU ESPORTS, Jennifer Seto, Judit, Helen, Myself
Meeting Length (Hrs)	1 hour (6-7 PM)
Reason	Forum Chamber and Gaming Room Walkthrough
Summary and Outcome	<ul style="list-style-type: none"> - In person assessment of SFSS spaces for E-sports use - Discussed more about pros and cons of both the spaces - Decided to meet one more time with a decision on MOU
Next Steps	Another time to meet virtually/in-person

Meeting, Date	14-06-2022
Parties Attending	Dipti, Myself
Meeting Length (Hrs)	7:30 - 9 PM (1.5 hours)
Reason	Discussion on the requirements of Summer Fest
Summary and Outcome	<ul style="list-style-type: none"> - Discussed the collaboration with SFU will help us for future events - Set up a criteria for Events Committee selection - Planned for the tabling for the Summer Fest
Next Steps	Selection of at-large members for the committee

Meeting, Date	15-06-2022
Parties Attending	Rea, Valerie, Myself
Meeting Length (Hrs)	9 - 10.15 AM (1.25 hours)
Reason	AGEISM to be addressed
Summary and Outcome	<ul style="list-style-type: none"> - Discussed how the issue of Ageism is underaddressed - Planned to set up a speech or a panel discussion
Next Steps	Another meeting next week

Meeting, Date	15-06-2022
Parties Attending	Eshana, Shirin, Myself
Meeting Length (Hrs)	1:30 - 2:15 PM (0.75 hours)
Reason	Blood Drive Events to be hosted at SUB
Summary and Outcome	<ul style="list-style-type: none"> - Planning Blood Drives in Fall and Spring - Discussion on Action items and a go through of various spaces to be used
Next Steps	Another meeting with all the stakeholders of this event

Meeting, Date	15-06-2022
Parties Attending	Council
Meeting Length (Hrs)	4:30-5:30 PM (1 hour)
Reason	Development Session
Summary and Outcome	- Judit presented on the working of committees, chairing them, how motions works etc.
Next Steps	N/A

Total Meeting Hours	28.5 hours
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Projects and Events

Project/Event Title	SUMMER FEST 2022 Planning
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Summer Fest to be hosted at SUB on June 22, 2022 marking the arrival of Summers - Freezies, Fun Games, Music for the attendees - A gift hamper for the winner of draw
Relevant Strategic Priorities	<ul style="list-style-type: none"> - Make it accessible for all the students - Asking for any health concerns before handing them out freezie
Total Time (Hrs)	5.5 hours

Project/Event Title	STREETFEST FALL 2022 PLANNING
Updates and Upcoming Plans	<ul style="list-style-type: none"> - Set up committees relevant to the event - Reaching out to vendors - Clubs Coordination for the performances at the fest
Relevant Strategic Priorities	Making sure that the fest goes smooth, cover safety needs, accessibility needs etc.
Total Time (Hrs)	4 hours

Total Project and Events Hours	9.5 hours
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Committee Chair Work

Committee Name	EVENTS COMMITTEE SET UP
# of Meetings	0

Total Time (Hrs)	5 hours
Summary	Got 45 members at large applications for the 2022-23 term
Ongoing Projects	Setting up the committee
Relevant Strategic Priorities:	Carefully categorizing applications according to the needs of the committee

Committee Name	MEMBERS SERVICES ADVISORY COMMITTEE SET UP
# of Meetings	0
Total Time (Hrs)	2 hours
Summary	Got 8 members at large applications for the 2022-23 term
Ongoing Projects	Setting up the committee
Relevant Strategic Priorities:	Carefully categorizing applications according to the needs of the committee

Total Committee Hours	7 hours
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Administrative Work

Summary	<p>Date: 1 June, 2022 (3 hours)</p> <ul style="list-style-type: none"> - Email follow up with Streetfest committee members - Reached out to Nesters Woodwards for some issues related to Food vouchers - ReadEsports MOU <p>Date: 2 June, 2022 (3 hours)</p> <ul style="list-style-type: none"> - Follow up on new emails - Went through the applications of Events Committee till the date <p>Date: 3 June, 2022 (3 hours)</p> <ul style="list-style-type: none"> - Went through Council agenda - Went through Sub Emergency Plan - Instagram posting and going through requests <p>Date: 6 June, 2022 (4 hours)</p> <ul style="list-style-type: none"> - Deciding questions for committee selection - Working on emails - Events planning for summers <p>Date: 7 June, 2022 (2 hours)</p> <ul style="list-style-type: none"> - Regular Email Follow up - Setting up meetings (Valerie and Rea, Nancy and other staff members) <p>Date: 8 June, 2022 (4 hours)</p> <ul style="list-style-type: none"> - Instagram Logo prepared - Social media postings - Emails follow up - Ideas collected on Summer Fest <p>Date: 9 June, 2022 (2 hours)</p> <ul style="list-style-type: none"> - StreetFest Clubs Planning - Worked on the planning of July events <p>Date: 10 June, 2022 (2 hours)</p> <ul style="list-style-type: none"> - Regular emails follow up
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	<ul style="list-style-type: none"> - Planned about the mental health giveaway every month Date: 11 June, 2022 (2 hours) - Streetfest planning - Instagram posting and going through requests Date: 13 June, 2022 (3 hours) - Streetfest planning - Connecting Rachel, Dipti and Sonja for the event - Weekend emails follow up - Instagram posting and going through requests - Went through the letter sent to SFU on behalf of all the organizations Date: 14 June, 2022 (4 hours) - Setting up floor plan for Summer Fest - Regular emails follow up - Instagram posting and going through requests Date: 15 June, 2022 (2 hours) - Making Bulletin requests to Justin at SFU - Emails follow up
Total Time (Hrs)	34 hours

Total Admin Hours	79 hours
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VP Equity and Sustainability

Rea Chatterjee

Meeting Summary and Comments

Meeting, Date	MLA Katrina Chen Meeting, June 3 2022
Parties Attending	Eshana Baran, Helen Sofia Pahou, Katrina Chen, Gabe Liosis
Meeting Length (Hrs)	12:00-12:30 (0.5 hrs)
Reason	- Introducing ourselves
Summary and Outcome	<ul style="list-style-type: none"> - Introductions - Intentions for the year - How SFSS can be supported - How SFSS can work together
Next Steps	Wait for email from her office assistant with resources

Meeting, Date	DEBRIEF MLA Katrina Chen Meeting, June 3 2022
Parties Attending	Eshana Baran, Gabe Liosis
Meeting Length (Hrs)	12:30-1pm (0.5 hrs)
Reason	Debrief on Katrina Chen Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Plans on how to work with MLA Chen <ul style="list-style-type: none"> - Anti-TMX Organizing - MSU events - Gondola
Next Steps	Wait for email from her office assistant with resources

Meeting, Date	SFSS Executive Committee Meeting
Parties Attending	Execs, Sohan Bhaskar
Meeting Length (Hrs)	6:00-8:30pm (2.5 hr)
Reason	Regular Exec Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Possible future plans for WC services (moving to Surrey) - SPC presentation - Varga Software Portal for Student Clubs - Instating AVPs - Community Guidelines for Execs and Council Members
Next Steps	<ul style="list-style-type: none"> - Reach out to SFPIRG for community guidelines workshop - Reach out to WC Coordinator for update

Meeting, Date	Training + Development Session Planning, June 6 2022
Parties Attending	Judit Nagy , Ella Droko, Rea Chatterjee
Meeting Length (Hrs)	11:00-11:30am (0.5 hr)
Reason	Planning for future Dev Sessions
Summary and Outcome	<ul style="list-style-type: none"> - SFPIRG confirmed <ul style="list-style-type: none"> - Check in with Chantelle - SVSPO confirmed
Next Steps	<ul style="list-style-type: none"> - Check in with SFPIRG on quote for June 29th Dev Session - Check in with previous execs on Dev sessions

Meeting, Date	MSU Meeting, June 6 2022
Parties Attending	MSU members, Myself
Meeting Length (Hrs)	4:30-5:30pm (1 hr)
Reason	Weekly MSU Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Setting up Plans for the Townhall and social media strategy
Next Steps	<ul style="list-style-type: none"> - Prepare for Town Hall

Meeting, Date	Student Services Director of Equity Foundational work Wrap-up meeting, June 7 2022
Parties Attending	Student Services, GSS DAE, FNMISA Graduate Student Rep
Meeting Length (Hrs)	10:00am-12pm (2hrs)
Reason	Wrapping up the foundational work for the Student Services Director of Equity Hiring
Summary and Outcome	<ul style="list-style-type: none"> - Introductions + Updates - Going over draft rubric - Going over draft interview questions - Figuring out interview structure
Next Steps	Next Meeting <ul style="list-style-type: none"> - Identify top 5 candidates after looking at applications -

Meeting, Date	Prep Meeting for Minister Anne Kang
Parties Attending	Eshana Baran, Ella Droko, Muriel Adarkwa, Gabe Liosis, Beaty Omboga
Meeting Length (Hrs)	12:00-12:40 (0.6667 hrs)
Reason	<ul style="list-style-type: none"> - Preparing for upcoming meeting
Summary and Outcome	<ul style="list-style-type: none"> - Went over agenda and points to go over

Next Steps	<ul style="list-style-type: none"> - Flesh out Agenda points - Meet with Anne Kang
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Meeting, Date	SFSS Council Meeting, June 8 2022
Parties Attending	Exec, Council
Meeting Length (Hrs)	4:30-9:38 (5.63) hours
Reason	Bi-weekly Council Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Appointed Councilors to Committees -
Next Steps	

Meeting, Date	Tuition Freeze Now, June 9 2022
Parties Attending	Eshana Baran, TSSU reps, GSS reps, UBC teaching support union rep, UBC undergrad rep
Meeting Length (Hrs)	9:00am-9:30am (0.5)
Reason	Regular Tuition Freeze Now Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Survey Data Analysis - Getting the Survey Out
Next Steps	<ul style="list-style-type: none"> - Reach out to Council and tell them

Meeting, Date	Advocacy Plan Meeting, June 9 2022
Parties Attending	Beaty Omboga , Eshana Baran
Meeting Length (Hrs)	10:30-10:45 (0.25)
Reason	Go over the Advocacy Plan
Summary and Outcome	<ul style="list-style-type: none"> - Providing support with the plan and provide equity framework
Next Steps	

Meeting, Date	Meeting with Harjap from GSS
Parties Attending	Harjap Grewal, Eshana Baran, Rea Chatterjee
Meeting Length (Hrs)	11:30am-12pm (0.5)
Reason	<ul style="list-style-type: none"> - Touching base on Letter

Summary and Outcome	<ul style="list-style-type: none"> - Touching base about the letter - Discussing email communications
Next Steps	<ul style="list-style-type: none"> - Meeting with SFU on June 13

Meeting, Date	SFU Orientation with Erin Biddlecombe
Parties Attending	All execs, Erin Biddlecombe
Meeting Length (Hrs)	4:00pm-4:45pm (0.75 hours)
Reason	SFU Orientation, showing Erin the SUB building
Summary and Outcome	<ul style="list-style-type: none"> - Giving a tour of the SUB - Going over Student Services Organizational Structure - Discussed Exec meeting with with societies and the student operations Meeting
Next Steps	<ul style="list-style-type: none"> - Can reach out to Erin and other student services personnel if you need help

Meeting, Date	OOO Pride Events Meeting, June 9 2022
Parties Attending	OOO collective members, OOO coordinator
Meeting Length (Hrs)	6:00-8:30pm (2.5 hrs)
Reason	Planning Events for Pride Month
Summary and Outcome	<p>Will be organizing two events for pride month!</p> <ul style="list-style-type: none"> - All men's choir social - Stonewall event
Next Steps	<ul style="list-style-type: none"> - Connect again at the next meeting and provide support!

Meeting, Date	Meeting with MLA Anne Kang, June 10 2022
Parties Attending	Eshana Barana, MLA Anna Kang, Myself
Meeting Length (Hrs)	9:30-10:30 (1 hr)
Reason	Introductions with the MLA
Summary and Outcome	<ul style="list-style-type: none"> - Tuition Freeze <ul style="list-style-type: none"> - Upcoming Funding Review <ul style="list-style-type: none"> - Anne Kang can connect us with Don Wright - Strengthening the 2% cap - International Students Advocacy <ul style="list-style-type: none"> - Making tuition costs and rises more transparent - Potentially interested in working with us on International Students' health fees campaign - Interested in more International Student advocacy roles within the governance structure at SFSS - Sexualized Violence <ul style="list-style-type: none"> - More news coming soon on this from Provincial Gov

Next Steps	<ul style="list-style-type: none"> - Send summary from the ISHF Townhall June 23rd - Follow up about meeting with all execs + tour of the SUB - Follow up about Don Wright when appropriate - Possibly work on having an SFSS committee/WG for International Students Rights/Advocacy → building with MSU

Meeting, Date	New Comms Assistant Orientation Meeting, June 10 2022
Parties Attending	Steven Kwon
Meeting Length (Hrs)	11:45-12:15pm (0.5 hrs)
Reason	Introducing myself to the New Comms Assistant
Summary and Outcome	<ul style="list-style-type: none"> - Introduction of: <ul style="list-style-type: none"> - Myself - The VPES Role - What I aim to do/Platform points - What I've done so far - How I will work with comms - Asked how I can support them and if they had any questions!
Next Steps	<ul style="list-style-type: none"> - Continue to support them as they come into this role

Meeting, Date	Prepping for Meeting with SFU and Letter Signatories, June 13 2022
Parties Attending	GSS, TSSU, SFPIRG, FNMISA coordinator
Meeting Length (Hrs)	11am-12pm (1hr)
Reason	Discussing Letter with Letter Signatories and Next Steps
Summary and Outcome	<ul style="list-style-type: none"> - Due to a request to postpone the June 13 meeting with SFU at 3pm we discussed next steps if the meeting were not to happen
Next Steps	<ul style="list-style-type: none"> - Meeting at initial meeting location later that day

Meeting, Date	Meeting with SFU regarding Letter/Planning Meeting, June 13 2022
Parties Attending	GSS, TSSU, SFPIRG, FNMISA, Eshana Baran
Meeting Length (Hrs)	3-4:30pm (1.5 hours)
Reason	Initial intention was for GSS, TSSU, SFPIRG, FNMISA, SFSS to meet with SFU
Summary and Outcome	<ul style="list-style-type: none"> - Initially was supposed to meet with SFU, but when we realized it was canceled so it was used as a work session/Planning Meeting
Next Steps	

Meeting, Date	MSU Weekly Meeting, June 13 2022
Parties Attending	MSU members
Meeting Length (Hrs)	4:30-6:30pm (2 hrs)
Reason	MSU Weekly Meeting
Summary and Outcome	<ul style="list-style-type: none"> - Prepping for MSU International Student Health Fees Townhall - Setting up eventbrite - Setting up information to send out to comms
Next Steps	<ul style="list-style-type: none"> - Next MSU Meeting

Meeting, Date	Emergency Executive Meeting
Parties Attending	Executives and other staff
Meeting Length (Hrs)	9:30-10:30am (1hr)
Reason	Motion Presented to send apology about complaint letter to SFU
Summary and Outcome	<ul style="list-style-type: none"> - Motion presented for Vice-Chair (passed) - In-camera portion - Motion Passed for apology
Next Steps	

Meeting, Date	Meeting with Student, June 15 2022
Parties Attending	Myself, Vaibhav Arora, Valerie
Meeting Length (Hrs)	9:00am-10:15am (0.75 hrs)
Reason	Student concern about ageism that mature students face
Summary and Outcome	<ul style="list-style-type: none"> - Rebuilding Mature Students Network - Possible Panel Discussion
Next Steps	<ul style="list-style-type: none"> - Next Meeting

Meeting, Date	Indigenous Peoples Day Statement Prep, June 15 2022
Parties Attending	Myself, Eshana Baran
Meeting Length (Hrs)	10:00am-10:30am (0.5 hrs)
Reason	<ul style="list-style-type: none"> - Working on Indigenous Peoples Day Statement

Summary and Outcome	- Worked on initial edits
Next Steps	- Finish the edits by end of the day and send out work order

Meeting, Date	Meeting with SFU Health and Counselling Health Promotion Team
Parties Attending	Eshana Baran, Alisa Stanton, Daksha Jadhav, Lehoa Mak, Sabdanaa Jeyakumaran, Melissa Lafrance
Meeting Length (Hrs)	1:00-1:30pm (0.5 hrs)
Reason	Initial Meeting with SFU Health and Counseling Health Promotion Team
Summary and Outcome	<ul style="list-style-type: none"> - Making SFU a Healthier Campus - Developing - Opportunities for new partnerships - Housed - Staying connected to student needs - Health Peers - Student Advisory Committees - Projects going forward: <ul style="list-style-type: none"> - Updating a mental health framework for students - Are we covering the right things? - Equity Seeking, Decolonization - Working with Committees - Wellness Week - World Mental Health Day - October 10th
Next Steps	- Follow up in next meeting!

Meeting, Date	SFU SS Equity Director Role Hiring Committee Meeting, June 15 2022
Parties Attending	Student Services, GSS DAE, FNMISA Graduate Student Rep
Meeting Length (Hrs)	1:30pm-2:30pm (1 hr)
Reason	Identifying top 5 candidates
Summary and Outcome	<ul style="list-style-type: none"> - Went through all promising candidates and shared who we thought to be strongest - Chose our top 5
Next Steps	Doing initial round of Interviews

Meeting, Date	Gender Neutral Washrooms/Changerooms at SFU, June 15 2022
Parties Attending	WC Coordinator, OOC Coordinator, Helen Sofia Pahou, Eshana Baran
Meeting Length (Hrs)	2:30-2:53 (0.38 hrs)
Reason	- Gender Neutral Washrooms

Summary and Outcome	<ul style="list-style-type: none"> - Simmi and Jude will provide a timeline of work done - Project for accessibility committee
Next Steps	<ul style="list-style-type: none"> - Will use timeline and ask Student Services and transparency on new Rec center plans

Meeting, Date	Advocacy Survey Planning, June 15 2022
Parties Attending	Eshana Baran, Helen Sofia Pahou, Judit Nagy, Muriel Adarkwa , Beaty Omboga
Meeting Length (Hrs)	3:30-4:30 (1hr)
Reason	<ul style="list-style-type: none"> - Planning for upcoming advocacy survey to be rolled out
Summary and Outcome	<ul style="list-style-type: none"> - Talked about student engagement and numbers - Have semester surveys instead of an annual one
Next Steps	<ul style="list-style-type: none"> - Brainstorm themes and possible pillars for June 24th

Meeting, Date	Council Development Session
Parties Attending	Exec, Councillors
Meeting Length (Hrs)	4:30-5:30 (1hr)
Reason	<ul style="list-style-type: none"> - Bi-weekly Council Dev Session
Summary and Outcome	<ul style="list-style-type: none"> - Overview on what committees are <ul style="list-style-type: none"> - Different Types of committees - Composition of Committees - How to Submit a motion - How to Fill out Jotform
Next Steps	<ul style="list-style-type: none"> - Next Dev Session

Total Meeting Hours	29.9
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Projects and Events

Project/Event Title	"A Night of Celebration; Celebrating Student and Community Organizing for Palestinian Liberation"
Updates and Upcoming Plans	June 1st (12 hrs) <ul style="list-style-type: none"> - Final Planning Day of A Night of Celebration

	<ul style="list-style-type: none"> - 9-10:30am: Final Check in with Centre for Comparative Muslim Studies (1.5) - 11:30am-8:30pm (9 hrs) <ul style="list-style-type: none"> - Managing eventbrite - Finalizing Script and Full Schedule <ul style="list-style-type: none"> - Last minute changes and additions to the program - Working with the MC to build introductions for each program presenter and - Finalizing Volunteer Doc and communicating with Volunteers - Buying Supplies (Finding places I could bus to to pick everything up since I didn't have a car) after other volunteers who were tasked with this were unable to at the last minute <ul style="list-style-type: none"> - Decorations - Creating Design and Printing Certificates - Finding a plaque/engraving company <ul style="list-style-type: none"> - Ordering and picking up plaques - 10-11:30pm (1.5) <ul style="list-style-type: none"> - Making to-do list + tasks for the next day <p>June 2nd (13 hrs)</p> <ul style="list-style-type: none"> - 6am-8am (2) <ul style="list-style-type: none"> - Figuring out last minute changes to event schedule - 9am-10am (1) <ul style="list-style-type: none"> - Picking up materials from Event Storage Room and bringing to my office - 10am-11am (1) <ul style="list-style-type: none"> - Picking up balloons and table decorations from Party Store - Picking up flowers and giftbag for Elder Margaret - 12-1pm (1) <ul style="list-style-type: none"> - Tech run-through with John - 1pm- 2pm (1) <ul style="list-style-type: none"> - Run through of schedule - Preparing Tobacco Offering, Blanket and flowers gift bag for Elder Margaret - 2-4:30pm (2.5) <ul style="list-style-type: none"> - Meeting with volunteers - Set-up of Venue and decorations - Preparing Final touches of script - 4:30-9pm (4.5) <ul style="list-style-type: none"> - Running the Main Program - Cleaning up/Tear down
Relevant Strategic Priorities	
Total Time (Hrs)	25

Project/Event Title	MSU Tabling
Updates and Upcoming Plans	June 2nd - 11:am- 12pm
Relevant Strategic Priorities	<ul style="list-style-type: none"> - Promoting Upcoming International Health Fees Townhall - Recruiting volunteers
Total Time (Hrs)	1

Total Project and Events Hours	26
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Committee Chair Work

Committee Name	External & Community Affairs Committee
# of Meetings	1
Total Time (Hrs)	(1.63 hrs)
Summary	First Meeting of the ECA Committee
Ongoing Projects	(None started)
Relevant Strategic Priorities:	<ul style="list-style-type: none"> - Elections booth - Anti-tmx day of action

Total Committee Hours	2.63
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Administrative Work

Summary	<p>June 3rd (4.25 hrs)</p> <ul style="list-style-type: none"> - Emails (1pm-3pm) - Editing Budget Consultation before submission (3-3:45pm) - Filling out work report (9-10:30pm) <p>June 8th (4 hrs)</p> <ul style="list-style-type: none"> - Emails: (11:30-3:30pm) <p>June 9th (2 hrs)</p> <ul style="list-style-type: none"> - Creating message for reaching out to Councilors for TFN Survey, messaging them individually and creating message for them to send out to their DSUs (9:30-11:30am) <p>June 10 (3.25)</p> <ul style="list-style-type: none"> - Creating Presentation for New Comms Assistant (11:00-11:45pm) 0.75 - Emails (6:30-8:30) 2 - Typing up notes from Anne Kang Meeting (8:30-9pm) 0.5 <p>June 15 (4.25)</p> <ul style="list-style-type: none"> - Indigenous Peoples Day Statement (5:45-6:45pm) 1 - Emails (6:45-8pm) 1.25 - Work Report (8-10pm) 2
Total Time (Hrs)	17.75

Total Admin Hours	17.75
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TOTAL HOURS: 76.28