

**1. CALL TO ORDER**

Call to Order – 10:03 AM

**2. TERRITORIAL ACKNOWLEDGMENT**

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the x<sup>w</sup>məθk<sup>w</sup>əy̓əm (Musqueam), Sḵw̓x̓wú7mesh Úxwumixw (Squamish), Selííwitulh (Tsleil-Waututh), k<sup>w</sup>ik<sup>w</sup>əł̓əm (Kwikwetlem) and ǰícəy̓ (Katzie) Nations. Unceded means that these territories have never been handed over, sold, or given up by these nations, and we are currently situated on occupied territories.

**3. ROLL CALL OF ATTENDANCE**

**3.1 Executive Committee Composition**

President (Chair)

Helen Sofia Pahou

VP Internal and Organizational Development

Judit Nagy

VP Finance and Services

Abhishek Parmar

VP University and Academic Affairs

Nicole Kirigin

VP External and Community Affairs

Eshana Baran

VP Equity and Sustainability

Rea Chatterjee

VP Events and Student Affairs

Vaibhav Arora

**3.2 Society Staff**

Board Organizer

Emmanuella Droko

Building Manager

John Walsh

Operations Organizer

Ayesha Khan

Administrative Assistant

Phanie Phan

**3.3 Leave of Absents**

VP Equity and Sustainability

Rea Chatterjee

**3.4 Guests**

Associate VP University and Academic Affairs

Gurmehar Singh

Student Price Card (SPC) Representative

Tom

Bounce Representative

Viktor Tesarczyk

#### **4. CONSENT AGENDA**

##### **4.1 CONSENT AGENDA**

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

##### **CARRIED UNANIMOUSLY**

##### **4.1.1. MATTERS ARISING FROM THE MINUTES- MOTION EXEC 2022-07-08:01**

Be it resolved to receive and file the following minutes:

- EXEC 2022-06-14

#### **5. ADOPTION OF THE AGENDA**

##### **5.1 MOTION EXEC 2022-07-08:02**

**Abhishek / Judit**

Be it resolved to adopt the agenda as presented.

##### **CARRIED AS AMENDED**

- Add Presentation items:
  - Presentation by SPC
  - Presentation by Bounce
- Add Discussion Items:
  - SFSS Communications and Social Media Best Practices
  - Gondola Update on the SFSS Website
  - Mental Health and Wellbeing Working Group (Executive Committee & Council)
  - Internal Communications Working Group (Executive Committee and Council)
  - Increasing Student Engagement and Outreach within the SFSS Working Group
  - Canadian Federation of Engineering Students Event
- Add Announcements:
  - Leve of Absence for VP Equity and Sustainability
  - Next Scheduled Meeting for Executive Committee

#### **6. PRESENTATIONS**

##### **6.1 Presentation by SPC**

- Student Price Card (SPC) Representative, Tom, explained that SPC focuses on High School and University/College students to provide them with discounts in 450+ vendors (retail, food, electronics, and etc.) and on various items.
- The SPC membership can be co-branded to state “Courtesy of \_\_\_”, which will remind students that they are saving money by choosing the Simon Fraser Student Society.
- VP UAA asked how the fees will be charged for each individual student (e.g. flat rate when they are registering for classes for the term) and asked if opting out can be an option for students, as there are some ethical concerns.

- Tom expressed that the schools that will be working with SPC in fall will not be adding this to the student fees, as they did not have time to go through a referendum.
- Tom further clarified that some Ontario schools estimated that 30% of the student body will use and pay for the service and if there is an intake above that, SPC will absorb the outstanding amount – this is a way for SPC to preclude the necessity for opting out.
- VP ECA asked is the subscription price will raise in the next years.
  - Tom said that the price was just raised from \$10.00 to \$11.99 and was their first increase in four years.
- VP UAA was curious how SPC gains revenue from this service, does it take data from students, and what are the underlying factors.
  - Tom answered that 80-85% of their revenue comes from membership sales and there are activity fees for the partners, which keeps the prices lower for students.
  - In terms of data collection, SPC recently updated their privacy policy and is working with CIBC and other student banking platforms.
  - SPC collects a student's name, address, email, and school when signing up.
  - SPC also gets aggregate data on spendings from members but nothing identifiable for each individual user.
- VP ESA asked how SPC troubleshoots problems, where some deals are inaccessible or are not provided by the vendor.
  - Tom mentioned that to make it better, SPC added an omnichannel, where it makes it more convenient for students to order in the late hours or when malls open.
- VP ESA was wondering if there is a guarantee that the services will continue to improve, as the expense is immense for the SFSS.
  - Tom said that the offers depend on the partners and SPC does their best to add better offers and new partners.
- President wanted to know which schools SPC is working with.
  - Tom said that Brock University just renewed, University of Ottawa and University of Regina will be signing a contract next week, University of Waterloo is looking at a bigger buy and SPC will be providing them with monthly analytics, and a few others.

## **6.2 Presentation by Bounce**

- Bounce is a social ticketing and payments platform, where people can organize events from small birthdays to academic workshops and can be used in Vancouver's nightlife as a way to manage guest lists.
- Bounce also acts as the middle person between various corporate companies to the events (e.g. help a club book a venue for the event).

- Bounce can be used as a social platform for an individual to find events add friends and see what events they are attending.
  - The host can organize private events, where they can be accessed by specific URLs and certain amounts of people.
  - The events can integrate Zoom meetings and the host can have better management of the event.
- Bounce has a donation option, where the amount will add onto the ticket's face value.
- Bounce will prompt attendees to fill out a survey asking how safe they felt at the last Bounce event they attended and encouraged to leave comments about anything important.
- Ella asked how long does Bounce retain information about the students and requested more information around that.
  - Viktor said that Bounce collects emails, names, and banking information – Bounce uses Stripe for its financial transaction and is PCI compliant.
  - Viktor will send more information after the meeting.
- Ella wanted a clarification where Bounce's headquarters is.
  - Viktor clarified that Bounce's headquarter is in Toronto.
- Ella asked if Bounce accommodates other platforms that can be used to create online forms, as the SFSS uses JotForm.
  - Viktor said that the SFSS can use any platform record keeping of attendees, feedback, and others, but it is not a required feature for every event.
- President wanted to know with which universities Bounce is working with.
  - Bounce is working with "anchor schools" (e.g. big universities, like UBC, Queen's University, and Western University) and "periphery schools" (e.g. community colleges) in Canada.
  - Bounce has worked with a few SFU clubs and organizations like BASS, the finance club, and the SFU fraternities.
- VP FS wanted to know how Bounce and BASS worked and if there was a contract or was it a trial-basis type of collaboration.
  - Bounce approaches clubs with contracts (one-year) and provide "Bounce SWAG" (merchandise for the Executive team). The contract is flexible and encourages the users to use the platform as much as possible.
  - Bounce has a Letter of Interest, which is a document outlining the user's interest in using the platform and the estimated event it will be used for. It is a bit more non-binding and more of a trial-run.
- President requested Viktor to send over any information that will be helpful for the SFSS to review to the VP ESA.

*\*3 minute break taken at 11:09 AM*

## 7. MOVE TO SUSPEND THE RULES – MOTION EXEC 2022-07-08:03

Helen / Nicole

- Move to go into Discussion Items before going In-Camera.
- As 2/3 (66%) majority is needed to pass the motion, as 5 of the 6 voting members voted in favour (83%), the motion is passed.

## 8. DISCUSSION ITEMS

### 8.1 Executive Representative for Social Committee

**SUBMITTED BY:** VP Internal and Organizational Development “Judit Nagy”

- VP IOD explained that an Executive Committee member is asked to join a newly formed Social Committee.
- Ella further explained that last year the Social Committee was revamped to start organizing more social events within the Society, like the Christmas Celebration for staff.
- The Committee was more ad hoc and Ayesha wanted to add more structure to it, so the current composition is made up of:
  - 1 MSC – Events
  - 1 Building Coordinator
  - 1 Communication Coordinator
  - 1 At Large Member of Staff – WC Coordinator
  - 1 Operations Organizer
  - 1 Executive Committee members - TBD
- Ella explained that the Committee pertains more towards the VP ESA portfolio but if another member would like to join instead, they are more than welcomed to.
- VP ECA wanted to know what the time commitment is and how often the Committee will meet.
  - Ella said that the meeting will most likely be bi-weekly but more information will be provided later, as the Committee’s composition needs to be finalized first.
- VP UAA wanted clarification what the scope of these events will be (purely for staff or just general).
  - Ella responded that they are mainly internal events to build a more collaborative workspace by letting staff interact and be more social with each other.
- VP UAA followed up with a question if the events will be for staff, Executive team, and Council or just within staff.
  - Ella said that they are between staff and Executive team.
- VP UAA nominated herself for the vacant position and staff will be notified of her interest.
- President said that she is working closely with staff, so she will be involved to some extent with the Committee.

## **8.2 SFSS Communications and Social Media Best Practices**

**SUBMITTED BY:** President “Helen Sofia Pahou”

- President expressed that Ilham, the Communications Coordinator, wanted to provide feedback how the Executive members can streamline workorders and improve the SFSS’ social media platforms
  - President explained that Ilham wants to remind Executives to make sure that working and attention is student-focused (e.g. put more collective wording like “we”)
- Ayesha said that it will be great to have Ilham do a Communication 101 presentation.
  - President responded that Ilham is working on a similar project and she will be asked if she can apply the work that has already been done to this situation.

## **8.3 Gondola Update on the SFSS Website**

**SUBMITTED BY:** VP External and Community Affairs (Eshana Baran)

- Muriel, the Campaigns and Mobilization Coordinator, wanted to know if the Executives will like to have this monumental point added to the archives of the SFSS website.
- VP IOD highlighted that the Gondola Project was a joint campaign with the SFU and make sure that there is no miscommunication and that the SFSS does not misrepresented what has been going behind the scenes (e.g. take more credit).
- VP UAA wanted to make sure that the amount of advocacy for the Gondola is not minimized and the SFSS can take credit for this but should be cautions to not take more credit for it, as some external groups have expressed dissent about it.
- VP FS took the opportunity to give a shoutout to the people involved in the Gondola Project.
- VP ECA emphasized the achievement of the gondola from an accessibility perspective, as the campus is on a mountain and it will make it easier for get to it, especially during snow days.
- President said that a brief overview is needed to see what information will be put on the page and how it will look.

## **8.4 Mental Health and Wellbeing Working Group (Executive Committee and Council)**

**SUBMITTED BY:** VP University and Academic Affairs “Nicole Kirigin”

- VP UAA said she saw gaps in addressing mental health concerns that may arise from the nature of the work Executives and Council take on.
- VP UAA is looking to start a working group for the Executive Committee and Council.
- VP UAA is planning to collaborate with SFU Health and Counselling and come up with an agreement for easier access to mental health care through SFU or people directly involved in the Executive Committee and Council.
  - VP FS urged VP UAA to check-in with Erin Biddlecombe on this matter.
- President supports this idea, urged VP UAA to bring it to Council, and wanted clarity to know how this working group will operate (internal to SFSS or open to all SFU students).

- VP UAA responded that the working group is oriented to internal support.
- VP IOD wanted to know if the working group will be for just Executive members or for both Executive and non-Executive.
  - VP UAA said that they are for both.

### **8.5 Internal Communications Working Group (Executive Committee and Council)**

**SUBMITTED BY:** VP University and Academic Affairs “Nicole Kirigin”

- VP UAA said that this is for improving internal communications between the members of the Executive Committee and between the Executive Committee and the Council.
- VP UAA stated that there are issues, like there are no specific norms about expectations, how much each member is kept in the loop of other people’s work, and etc.
- VP UAA wanted to know how the working group will be approached (e.g. being Executive-led and including Councillors).
  - Ella shared that staff also want to be kept in the loop about what happens on an Executive and Council-level and when the working group is being developed, the terms of reference should be tight.
    - VP IOD shared that these concerns have been brought up, like how Executive and Council decisions are not communicated to staff (e.g. Cancel Canada motion, which staff were not aware of until now).
  - VP IOD said that it will be beneficial for Executive to find a better to communicate with each other before repeating the situation during the June 11 Council meeting.
  - VP IOD suggested that this is a more Executive issue and the motion should be brought up to Executive.
    - VP UAA agrees with VP IOD and mentioned the next steps she will take to set the working group up.

### **8.6 Increasing Student Engagement and Outreach Within the SFSS Working Group**

**SUBMITTED BY:** VP University and Academic Affairs “Nicole Kirigin”

- VP UAA wanted to do a workshop and sit down to investigate the policies surrounding the Executive and Council and what they are allowed to communicate about the SFSS to the public.
- VP UAA wanted to look into best practices surrounding individual communications with students and on social media, when it pertains to the SFSS because there is lack of clarity in policy about what is allowed and not allowed to be said, as well as different interpretations.
- VP IOD agrees with Ilham and Beaty from a previous conversation that the Executive and Council speak on behalf of the SFSS and is hard to detach their Executive personas from their personal roles, when they are in these positions.
  - VP IOD urges the Executive and Council members to be careful with how matters are communicated to the public, as R-5 violations can result in censures and

impeachments.

- VP UAA expressed that the policies have an interpretative factor about how the Councillors speak about the SFSS and when on the behalf of the SFSS.
- VP UAA wants to make sure that the Executives and Councillors do not get an R-5 violation due to wanting to be transparent with the public.
- President suggested VP UAA to bring more information and documentation regarding this issue to further discuss it.

### **8.7 Canadian Federation of Engineering Student Events**

**SUBMITTED BY:** VP Finance and Services “Abhishek Parmer”

- VP FS was approached by the President of the Canadian Student Federation of Engineering, asking for a monetary contribution of \$7,000.00 and use the SUB ballroom without charge for the organization’s conference on improving student experience, leadership professionalism, and ethics.
- The benefits the SFSS will get is that it will gain more exposure and branding by being promoted across 40+ universities and allow student leaders to network.
- VP FS wanted to get the Executive members’ initial thoughts about this, since the organization is not SFU-based.
- VP ECA wanted to know the breakdown of the \$7,000.00 and what it will be used for.
  - VP FS forwarded an email that gives a budget breakdown of the whole amount and not just the \$7,000.00 contribution.
- President said that there is a letter of support from the 2020-21 SFSS Board for the organization.
- President urged VP FS to bring this to Council.

*\*8 minute break taken at 12:07 AM*

### **9. MOVE TO EXTEND THE MEETING UNTIL 1:30 PM – MOTION EXEC 2022-07-08:04**

Helen / Eshana

**CARRIED UNANIMOUSLY**

### **10. IN-CAMERA**

#### **10.1 Move In-Camera - MOTION EXEC 2022-07-08:05**

Abhishek / Eshana

Be it resolved to go in-camera for the remainder of the meeting.

**CARRIED UNANIMOUSLY**

- **Operations Organizer Backfill Planning**
- **2021-2026 SFSS Strategic Plan Review**



**11. EX-CAMERA**

**11.1 Move Ex-Camera - MOTION EXEC 2022-07-08:06**

Judit / Helen

Be it resolved to go ex-camera for the remainder of the meeting.

**CARRIED UNANIMOUSLY**

**12. MOVE TO EXTEND THE MEETING UNTIL 2:15 PM – MOTION EXEC 2022-07-08:07**

Helen / Judit

**CARRIED UNANIMOUSLY**

**13. IN-CAMERA**

**13.1 Move In-Camera - MOTION EXEC 2022-07-08:08**

Helen / Nicole

Be it resolved to go in-camera for the remainder of the meeting.

**CARRIED UNANIMOUSLY**

- **Operations Organizer Backfill Planning**
- **2021-2026 SFSS Strategic Plan Review**

**14. EX-CAMERA**

**14.1 Move Ex-Camera - MOTION EXEC 2022-07-08:09**

Abhishek / Judit

Be it resolved to go ex-camera for the remainder of the meeting.

**CARRIED UNANIMOUSLY**

**15. NEW BUSINESS**

**15.1 Tasking of Executive Committee Revisions and the Recommendation of 2021-2026 SFSS Strategic Plan to Council – MOTION EXEC 2022-07-08:10**

**SUBMITTED BY:** President “Helen Sofia Pahou”

**ATTACHMENT:** CONFIDENTIAL – DRAFT 2021-2026 SFSS Strategic Plan; CONFIDENTIAL BRIEFING NOTE\_2022 Strategic Plan Working Group

**Judit / Nicole**

Whereas the contents of the 2021-2026 SFSS Strategic Plan has been presented to the Executive Committee within an In-Camera Session;

Whereas the current 2022-23 Executive Committee has yet to provide thorough input, or recommendations, in tightening up the scope and direction of the 2021-2026 SFSS Strategic Plan;

Be it resolved that the Executive Committee be tasked to provide input and any necessary edits of the 2021-2026 SFSS Strategic Plan;

Be it further resolved that the SFSS President convene working sessions with members of the Executive Committee, and any invited management staff, to tighten the scope and direction of the 2021-2026 SFSS Strategic Plan;

Be it further resolved that the Executive Committee determine when to formally recommend the 2021-2026 SFSS Strategic Plan to Council, in so far that the Executive Committee has approved its revisions to the 2021-2026 SFSS Strategic Plan by the next scheduled Executive Committee meeting.

**CARRIED UNANIMOUSLY**

- VP IOD expressed being in favour of the motion stating that there is room for improvement in the SFSS' outreach.
- VP UAA was also in favour with the values for transparency.
- VP ECA wanted to make sure that the SFSS centers equity in what is brought in terms of revisions.
- VP FS wants to concur with VP IOD and VP UAA that the SFSS is transparent with the student body.

**16. ANNOUNCEMENTS**

**16.1 Leve of Absence for VP Equity and Sustainability - Returning Monday, July 25, 2022**

**16.2 Next Scheduled Meeting for Executive Committee – Friday, July 22, 2022**

**17. ATTACHMENTS**

**17.1 CONFIDENTIAL – DRAFT 2021-2026 SFSS Strategic Plan**

**17.2 CONFIDENTIAL BRIEFING NOTE\_2022 Strategic Plan Working Group**

**18. ADJOURNMENT**

**18.1 MOTION EXEC 2022-07-08:12**

**Nicole / Judit**

Be it resolved to adjourn the meeting at 2:00 PM

**CARRIED UNANIMOUSLY**