

1. CALL TO ORDER

Call to Order – 9:33 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^wməθk^wəy̓əm (Musqueam), Sḵw̓x̓wú7mesh Úxwumixw (Squamish), Selííwitulh (Tsleil-Waututh), k^wik^wəł̓əm (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	
VP Finance and Services (Vice-Chair)	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
Operations Organizer	Ayesha Khan
Administrative Assistant	Phanie Phan

3.3 Regrets

VP University and Academic Affairs	Nicole Kirigin
VP Events and Student Affairs	Vaibhav Arora

3.4 Leave of Absence

VP Equity and Sustainability	Rea Chatterjee
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3.5 Guests

Transitional Manager	Sindhu Dharmarajah
Portfolio Manager	Rakesh Mehta

4. CONSENT AGENDA

4.1 CONSENT AGENDA

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

CARRIED UNANIMOUSLY

5. ADOPTION OF THE AGENDA

5.1 MOTION EXEC 2022-08-12:01

Abhishek / VP Internal

Be it resolved to adopt the agenda as presented.

CARRIED AS AMENDED

- Add section 'Ratification of Regrets' for VP University and Academic Affairs "Nicole Kirigin" and VP Events and Student Affairs "Vaibhav Arora"
- Add section 'Presentation' and items:
 - Investment Manager Presentation
- Add section 'New Business' and items:
 - BA Hiring Committee Appointment
 - Implementing Safety measures for Executives
 - MSAA Hiring Committee Appointment
 - Reimbursement of VP External and Community Affairs

6. RATIFICATION OF REGRETS

6.1 MOTION EXEC 2022-08-12:02

Helen / Abhishek

Be it resolved to ratify the regrets of Vaibhav Arora (VP Events & Student Affairs) and Nicole Kirigin (VP University & Academic Affairs) for the August 12, 2022 Executive Committee Meeting.

CARRIED UNANIMOUSLY

7. MOVE TO SUSPEND THE RULES

7.1 MOTION EXEC 2022-07-29:02

Abhishek / Helen

CARRIED UNANIMOUSLY

- Move to suspend the rules to discuss New Business section items 9.1 and 9.2 before Presentation section item 8.1.

8. PRESENTATION

8.1 Investment Manager Presentation

SUBMITTED BY: VP Finance and Services “Abhishek Parmar”

PRESENTED BY: Portfolio Manager “Rakesh Mehta”

- Rakesh, the SFSS Portfolio Manager, shared that the project aimed to carve out capital for the SFSS for long-term use.
- President wanted to know what the financial implications that are happening to the SFSS’s investments are.
 - Rakesh explained that in the short-term the portfolio’s value is lower from where the it started.
 - Rakesh explained that if the SFSS continues with the current approach, the income from the portfolio will begin to raise in the long-term.
- Rakesh recommended that the Executive hold an annual conversation about their portfolio, so they are updated on what is happening with it.
- Rakesh let the Executives know that he will be reaching out to them to sign a document package and gather some information to list them as signing officers in the system.

9. NEW BUSINESS

9.1 BA Hiring Committee Appointment - MOTION EXEC 2022-08-12:03

SUBMITTED BY: VP Internal and Organizational Development

Helen / VP Internal

Whereas the Student Union Building is shifting back to full capacity operations in the coming semesters;

Whereas there is a need to have the SUB staffed to ensure efficient operations;

Whereas there is a need to hire two new Building Assistants (BA) to maintain our operations;

Be it resolved to appoint (VP Internal and Organizational Development) and John Walsh (Building Manager) as employer representatives to the BA Hiring Committee.

CARRIED AS AMENDED

- VP Internal volunteered to be one of the two employee representatives for the BA Hiring Committee.
- Ayesha shared that John expressed interest to be the other employer representative.
 - VP Finance said that as this Hiring Committee is for the Building team, it is logical for John to be on it.
- VP Internal and John were appointed to the BA Hiring Committee as employer representatives.

9.2 Implementing Safety Measures for Executives - MOTION EXEC 2022-08-12:04

SUBMITTED BY: President “Helen Sofia Pahou”

Helen / VP Internal

Whereas Executive Officers have experienced instances where their physical safety have been put at risk, and/or have received an alarming amount of death threats online;

Whereas the Building Team have already tasked their staff and coordinators to do frequent daily check-ins with Executive Officers working within SUB Executive Office spaces to ensure everyone’s safety needs are being met;

Be it resolved to lock the doors to the Executive Office spaces for a temporary amount of time, where FOB entrance is required to enter the space;

Be it further resolved to task the Building Manager, John Walsh, in locking the doors to the Executive Office space.

CARRIED UNANIMOUSLY

- President explained that this motion is based on the conversation that happened during the last EXEC meeting.
- President explained that as the Executive members have all received some form of threat, locking the Executive office doors will keep the members safe while working in the SUB.
- VP External asked if the members know for how long the doors of the office will be locked.
 - President answered that it is difficult to determine but the Executive members can discuss it at a later date and determine if the doors should remain locked or not.
- VP Finance shared that this will help him as he had to come in to make sure everyone is safe, so it is nice for him

9.3 MSAA Hiring Committee Appointment - MOTION EXEC 2022-08-12:05

SUBMITTED BY: VP Internal and Organizational Development

Eshana / Abhishek

Whereas the the SFSS is shifting back to full capacity operations in the coming semesters;

Whereas there is a need to hire two new member services assistant(s) to maintain our operations;

Be it resolved to appoint Eshana Baran (VP External and Community Affairs) and Sindhu Dharmarajah (Transitional Manager) as employer representatives to the MSAA Hiring Committee.

CARRIED AS AMENDED

- VP External volunteered to be one of the two employee representatives for the MSAA Hiring Committee.

- Sindhu volunteered to be the second employee representative for the MSAA Hiring Committee.
- VP External and Sindhu were appointed to the MSAA Hiring Committee as employer representatives.

9.4 Reimbursement of VP External and Community Affairs- MOTION EXEC 2022-08-12:06
SUBMITTED BY: VP Finance and Services “Abhishek Parmar”

Abhishek / Eshana

Whereas the Government of Canada has an allowance of up to 61 cents per kilometre (km) to a max of 5000 km for reimbursement for work related travel;

Whereas Eshana has used her own vehicle for the purpose of travelling for SFSS related activities;

Be it resolved to reimburse Eshana Baran \$191.11 for travel expenses related to SFSS activities from line item 720/20.

CARRIED AS AMENDED

- VP Finance clarified that this is not paying the VP ECA for their travel from their home to the SFSS but to travel to events and other SFSS-related activities, like travelling to meet with politicians.

**5 minute break taken at 10:54 AM*

**President left meeting at 10:54 AM*

10. DISCUSSION ITEMS

10.1 SFSS Website Update: Making a Calendar for Events & Links to Meetings

SUBMITTED BY: VP External and Community Affairs “Eshana Baran”

- VP External suggested to have a graphic on the SFSS website with a calendar to show what events there are and the various SFSS meetings (Council, Executive, and other committees) and add the respective committees’ links on them.
 - VP Finance said that this will especially useful for the various events that fall under the VP Events, VP External, and VP University.
 - VP External said that this can be a tool to help the VP Events, VP External, VP University, and others to plan events so there is no time conflict with another.
- Ella suggested to have a more interactive calendar.
- Sindhu brought the members’ attention that there is a SFSS calendar and wanted to know if the proposed idea is an addition to the existing one.
 - VP External said that they can make the calendar more accessible and, as Ella said, more interactive
- VP Finance volunteered to help VP External with setting up a meeting with Ilham, the Communications Coordinator.

10.2 SFSS Visibility Requirements for Communications Materials

SUBMITTED BY: VP External and Community Affairs “Eshana Baran”

- Ayesha wanted to know if it is mandatory to have the SFSS logo on materials that constituency groups post on their social media channels or websites.
- Ayesha shared that Ilham drafted and shared a briefing note with Executives recommending to have the SFSS logo on any SFSS-funded (club, constituency group, and other) materials.
 - Ayesha wanted to have a discussion with Executives to formalize this and be actioned moving forward.
- Ayesha also said that there was a larger discussion from equity groups stating that if the SFSS is not directly funding the activity, then the logo should not be on it.
- VP Finance stated that the SFSS logo should be on all materials, even for constituency groups, as they housed under the SFSS and use the SFSS’ insurance for their events.
- VP Internal recommends to have the SFSS logo on the materials for consistency.
- Ayesha stated that she wanted to talk about the overall requirements for the clubs, internal events, and other activities, as they do not involve consultation, while requirements for the constituency groups do.
 - VP Finance said that the clubs will need to put the SFSS logo on their materials, as they are nested under, represent, and get their funding directly from the SFSS.
 - Sindhu shared that this will be difficult to monitor and enforce for all of the clubs.
 - Sindhu shared that if clubs choose to promote their material through the SFSS, by having it on the SFSS’ website or social medias, then it will be easier to manage and ensure that the logo is present.
- VP Internal said that it will be beneficial to have the SFSS’ logo on advertisement for their groups (e.g. clubs), as their posters can have a higher chance of staying up and not be taken down by maintenance or facilities.

10.3 Professional Development Requests for Excluded Management

SUBMITTED BY: VP External and Community Affairs “Eshana Baran”

- Ayesha shared that excluded management has entitlements to professional development sessions in their contract and wanted to know if she can get a response for a Project Management certification she completed some time ago.
- Ella suggested to discuss to compile a list of professional development courses that will be beneficial for management to have and distribute the list to ununionized staff as well, instead of discussing HR matters.
 - VP Finance agreed with Ella’s earlier suggestion to follow-up on the list over email.
- VP Internal shared that she does not have access to management contracts, which makes it challenging to give a specific response to the current matter.

10.4 OT for Excluded Management

SUBMITTED BY: VP External and Community Affairs “Eshana Baran”

- The discussion will happen during the In-Camera session at the next EXEC meeting.

10.5 De-escalation with Student Group Space Booking in SUB (Status Update Needed)

SUBMITTED BY: VP External and Community Affairs “Eshana Baran”

- The discussion will happen during the In-Camera session at the next EXEC meeting.

10.6 FIC Student Space Bookings

SUBMITTED BY: VP External and Community Affairs “Eshana Baran”

- Ayesha elaborated that this was brought up by the Building team, who wanted to know if FIC students can utilize any of the SUB spaces.
- VP Finance shared that FIC students pay fees for the Build SFU levies, which allows them to use the space.
- VP External shared that she looked into SUB space bookings for affiliated groups and as FIC is an affiliated group, their students can use the SUB spaces but they need to use the affiliated groups link.
- VP Internal said that as SFSS has Memorandum of Understanding (MOU) and Letter of Agreement (LOA) with FIC, their students can use the SUB spaces.

10.7 FIC Student Room Bookings

SUBMITTED BY: VP External and Community Affairs “Eshana Baran”

- Discussed under 10.6 FIC Student Space Bookings.

10.8 SUB Space Booking Policies for Executive/Council Review

SUBMITTED BY: VP External and Community Affairs “Eshana Baran”

- The discussion will happen during the In-Camera session at the next EXEC meeting.

10.9 Hours of Work LOA Survey

SUBMITTED BY: VP External and Community Affairs “Eshana Baran”

- Ayesha explained that the SFSS has a Letter of Agreement (LOA) with CUPE, stating that the SUB will be on a trial period, where it will operate until 11:00 PM for a one-year period and see if it were useful and if there is a justification to move to a 24-hour model or another type.
- Ayesha shared that the bargaining committee and CUPE entered into an agreement, stating that the SFSS will survey their membership, staff, and stakeholders once per term to see what times of the day the SUB-users want the space to be available and have access to it.
- Ayesha said that before the survey can be distributed, it needs to be approved by the Executive as soon as possible, as the SFSS needs to conduct three surveys until April 2023.

- VP Internal wanted to know what the survey's format will be.
 - Ayesha said that there are two options:
 1. SFSS-managed survey, where it can be on any survey platform.
 2. CUPE-managed survey, where they have a more secure internal infrastructure and when the results are available, the SFSS can review them.
 - VP Finance and VP Internal stated support to go through the CUPE-managed survey.

10.10 Laptop Library for SFSS Staff

SUBMITTED BY: VP External and Community Affairs "Eshana Baran"

- Ayesha wanted an update on the budget for the approved laptops that will be distributed to staff, who work the hybrid model.
- Ayesha clarified that the laptops are not for staff to use at all times but use only on days they work from home.
- VP External, VP Internal, and VP Finance asked Ayesha to give more details, so a motion can be drafted for the laptop to be purchased.
 - Ayesha forwarded the original email with all the details.

10.11 External Office Projects

SUBMITTED BY: VP External and Community Affairs "Eshana Baran"

- VP External updated the Executive members that there will be an event with Translink for students to discuss better transit options for the SFSS membership.
 - VP External explained that the Translink CEO will attend and discuss the gondola project, what transit options are coming for students, there will be a Q&A session, and time for students to give recommendations.
- VP External shared that she wants to have a gondola celebration at the SUB stage with a livestream to speak about the approval of the project and let SFU alumni tune in.
- VP External shared that the external office recently handed 100+ water bottles to the unhoused community to combat the summer heat.

10.12 Need for Facilitated Collaborative Sessions to Refocus on Society Advocacy

SUBMITTED BY: VP External and Community Affairs "Eshana Baran"

- VP External wanted to know if an external party can come in and help the SFSS teams (e.g. Council, Executive, and etc.) be more collaborative and be more aware of each other's projects, so support can be offered where possible.
- VP Internal shared that there might not be enough money to begin the project and if it begins it will be a multi-year process, as some executive roles are admin-heavy and some projects are not feasible to complete in one Council term, or the SFSS does not have funding for it, but it is something worth exploring.

11. IN-CAMERA

11.1 MOTION EXEC 2022-08-12:07

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

NOT CARRIED

- Professional Development Requests for Excluded Management
- OT for Excluded Management
- De-escalation with Student Group Space Booking in SUB (Status Update Needed)
- Space Booking Policies for Executive/Council Review

12. EX-CAMERA

12.1 MOTION EXEC 2022-08-12:08

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

NOT CARRIED

13. ADJOURNMENT

13.1 MOTION EXEC 2022-08-12:09

Eshana / VP Internal

Be it resolved to adjourn the meeting at 11:51 AM

CARRIED UNANIMOUSLY