

**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<sup>w</sup>məθk<sup>w</sup>əy̓əm (Musqueam), S<sup>k</sup>w̓x̓wú7mesh 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 |                   |
| VP Finance and Services                    | Abhishek Parmar   |
| VP University and Academic Affairs         | Nicole Kirigin    |
| VP External and Community Affairs          | Eshana Baran      |
| Acting VP Equity and Sustainability        | Arthur Lee        |
| VP Events and Student Affairs              | Vaibhav Arora     |

**3.2 Society Staff**

|                                |                    |
|--------------------------------|--------------------|
| Facilities Manager             | John Walsh         |
| Temporary Operations Organizer | Sindhu Dharmarajah |
| Administrative Assistant       | Phanie Phan        |

**3.3 Regrets**

|  |                |
|--|----------------|
| VP Internal and Organizational Development |                |
| VP University and Academic Affairs         | Nicole Kirigin |

**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 2022-10-14:01

Helen / Abhishek

Be it resolved to adopt the agenda as presented.

#### CARRIED AS AMENDED

- Add section 'Ratification of Regrets'
- Add section 'New Business' and items:
  - Equity and Sustainability AVP appointment
  - Student Leader Recommendation for SFU University Committee for the Excellence in Teaching Awards
- Add 'Discussion items':
  - Unlocking Executive Office
  - Executive Office Wifi Router
  - SFSS Napping Room Promotion
- Add section 'In-Camera' and items:
  - Executive Expectations (HR)
  - Overtime Discussion
- Add section 'Ex-Camera'
- Strike 'Discussion items'
  - Hiring Events Assistant
  - Community Guidelines for SFSS Space
- Move to consider sections 'In-Camera' and 'Ex-Camera' before section 'New Business'.

## 6. RATIFICATION OF REGRETS

### 6.1 MOTION ECES 2022-10-14:02

Helen / Eshana

Be it resolved to ratify the regrets from (VP Internal and Organizational Development) and Nicole Kirigin (VP University and Academic Affairs).

#### CARRIED UNANIMOUSLY

## 7. IN-CAMERA

### 7.1 MOVE IN-CAMERA - MOTION EXEC 2022-10-14:03

Helen / Eshana

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

#### CARRIED UNANIMOUSLY

- **Executive Expectations (HR)**
- **Overtime Discussion**

**8. EX-CAMERA**

**8.1 MOVE EX-CAMERA - MOTION EXEC 2022-10-14:04**

Helen / Arthur

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

**CARRIED UNANIMOUSLY**

**9. NEW BUSINESS**

**9.1 EQUITY AND SUSTAINABILITY AVP APPOINTMENT - MOTION EXEC 2022-10-14:05**

**SUBMITTED BY:** Acting VP Equity and Sustainability “Arthur Lee”

Arthur / Eshana

Whereas the philosophy councillor “Ashley Flett” has expressed their interest to become AVP for the Equity and Sustainability office;

Be it resolved to appoint Ashley Flett as the Equity and Sustainability AVP for the remainder of the 2022/2023 term.

**CARRIED UNANIMOUSLY**

- VP Finance shared that Ashley is a reliable Councillor and is currently the Vice-Chair for SPOC.
- President echoed VP Finance’s opinion and shared that Ashley is sitting on numerous other committees, as well as being the Chair for FYEC and Vice-Chair ESC.

**9.2 STUDENT LEADER RECOMMENDATION FOR SFU UNIVERSITY COMMITTEE FOR THE EXCELLENCE - MOTION EXEC 2022-10-14:06**

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

Helen / Abhishek

Whereas the Vice-Provost and Associate Vice-President, Learning & Teaching of Simon Fraser University (SFU) has requested for an SFSS student leader to sit on the University Committee for the Excellence in Teaching Awards,

Whereas the Committee strives to recognize multiple faculty members who excel in making a sustained, substantial and positive influence while educating SFU students,

Whereas a recommendation to this committee will be a year-long term ending in September of 2023, and will require a student leader to attend 2-4 meetings within the year,

Whereas the recommended student leader will be officially appointed later on through this Committee,

Be it resolved to recommend Abhishek Parmar (VP Finance and Services) to sit on the University Committee for the Excellence in Teaching Awards.

**CARRIED AS AMENDED**

- VP Finance shared that that the SFU Vice-Provost and Associate Vice-President of Teaching and Learning “Elizabeth Elle” reached out to the VP Finance regarding this matter and shared that she would like to have SFSS representation on the committee.
- President explained that the position will be one year long, until September 2023, and it is not onerous, as the appointed member will meet with the Committee members, review the nominations, and vote.
- President clarified that with this motion, the SFSS will only recommend an Executive member to sit on the University Committee and it is up to the Committee to officially appoint the individual.
- VP Finance nominated himself.
- As VP Finance is uncontested, he will be officially recommended to sit on the University Committee for the Excellence in Teaching Awards.

## 10. DISCUSSION ITEMS

### 10.1 EXECUTIVE SOPS

**SUBMITTED BY:** VP Internal and Organizational Development

- Postponed to the next EXEC meeting.

### 10.2 HOURS OF WORK SURVEY

**SUBMITTED BY:** VP Internal and Organizational Development

- Sindhu shared that the survey is currently being under review by CUPE and hopes to provide updates in 2 weeks.

### 10.3 ACCESSIBLE SHUTTLE

**SUBMITTED BY:** VP Internal and Organizational Development

- Sindhu shared that the idea was put forward by a staff member.
- President shared that an SFSS staff member mentioned that SFU has shuttle services across campus, which need to be brought back, as they will assist students with accessibility needs to get from one end of campus to the other.
- President mentioned that there is a call for advocacy for the shuttle as well.
- Acting VP Equity shared that there have been accessibility struggles with getting around campus, as some of the areas can not be reached.
  - Acting VP Equity said that the shuttle will be of great use, especially on the Burnaby campus, where you need to use stairs to navigate the area.

- Acting VP Equity said that a point of concern might be the rising COVID-19 infections
- President tasked Acting VP Equity to reach out to relevant staff members, like the Student Advocacy Coordinator and the Accessibility Coordinator that brought this to the EXEC's table and look into the status of the accessibility shuttle.
- President also tasked the Acting VP Equity to bring in Executive members, who he considers to be of a good helping hand, like the VP External and the President, herself.
  - Acting VP Equity updated that he has a scheduled meeting with the Accessibility Coordinator and DNA next week and will update the EXEC on the matter.

#### **10.4 UPDATING BOOKING SYSTEMS**

**SUBMITTED BY:** VP Internal and Organizational Development

- Postponed to the next EXEC meeting.

#### **10.5 MENTAL HEALTH FIRST AID**

**SUBMITTED BY:** VP Internal and Organizational Development

- President updated that two out of the three SFSS managers have completed their certification and the third manager is currently completing theirs.
- Sindhu suggested that this discussion item was to discuss reimbursement for the training and certification.

#### **10.6 BOOKING MEETINGS ON STAT HOLIDAYS**

**SUBMITTED BY:** VP Internal and Organizational Development

- President wanted to confirm that the SFSS, as employers, should not be requesting any of the unionized staff to attend meetings during statutory holidays, as they will be going against the Collective Agreement.
  - Sindhu confirmed the President's inquiry and clarified that this is for all staff members and not just the Administrative Assistants.
- Sindhu explained that it is also preferred to not book meetings during statutory holidays because there are staff members, who would like to attend the respective Committee meetings

- President asked the Executive team to avoid having staff working on statutory holidays and outside of their working hours, as this breaches the Collective Agreement.

### **10.7 LOA'S AROUND ACCESS TO SUB SPACES WITH GROUPS THAT HAVE SEATS ON COUNCIL**

**SUBMITTED BY:** VP Internal and Organizational Development

- Postponed to next the EXEC meeting.

### **10.8 UNLOCKING EXECUTIVE OFFICE**

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

- VP External brought this discussion topic to gauge the other Executives' opinion on the matter and shared that she is open to have the office unlocked.
- President gave more context surrounding why the Executive office had to be locked.
  - During a Summer EXEC meeting the President brought up that she felt unsafe due to the amount of death threats towards all the Executive members.
- President shared that since the Summer, when the Executive office was voted to be locked, she feels safer to be in the office and work with all the Executive members and people who come into the office to discuss matters with them.
- President shared that since this is Fall is the first time the SUB is open and run at full occupancy, it will be better to have the Executive office open for students to come in.
- Acting VP Equity said that even though there is uncertainty with resolving the safety issues, it will be better to unlock the Executive office due to accessibility and be more connected with the student body.
- VP Finance shared that he has mixed feelings, as he felt safer when the office is locked but as there is a need for balance between accessibility and the Executive team's duty to connect with the student body, he is in favour of opening up the office.
- VP External wanted to know if a formal motion is needed for to carry out unlocking the Executive office.
  - President said that it is not needed as the majority of the Executive team has consensus to open the office space.

- President will contact John, the Facilities Manager, to let him know that the Executive office will be unlocked.

#### **10.9 EXECUTIVE OFFICE WIFI ROUTER**

**SUBMITTED BY:** President "Helen Sofia Pahou"

- President explained that the majority of the Executives use their personal laptops beside their desktop ones and have to connect to the university's WiFi.
- As the university WiFi is not sufficient for proper internet connection, the President suggested to invest in an Executive office router office WiFi router.
- VP Finance aggregated and shared that the installation of a router will be of use to the current and future Executives and Councillors if they come in to work in the office.
- Acting VP Equity agreed that having a separate Executive router will be great, however, it will be better to advocate for upgrades to the SFU internet system, so all students have better internet connections.
- VP External shared that, from the external side, she has been lobbying the government to provide more financing for internet connection because there are students, who take online exams or lectures on campus grounds.
- VP External suggested they can also do they can do something on the university front to advocate for better internet connectivity.
  - Acting VP Equity expressed that he wants to be involved.
- VP Finance shared that, from the SFU side, the university has a student experience committee with one subcommittee that is focused on the university WiFi, known as the "WiFi Committee".
- President shared that it will be great to check in with the "WiFi Committee."
- President tasked the VP Finance to look into possible WiFi routers and possibly pair with John.

#### **10.10 SFSS NAPPING ROOM PROMOTION**

**SUBMITTED BY:** President "Helen Sofia Pahou"

- President gave an overview that the napping room has been open to students since September 14, 2022.
- President suggested that they can have a use the SFSS social media, like videos, boomerangs, and so on, to promote this service and let students know that the SFSS is providing it.

- President wanted to know if any of the Executive members will be interested in doing something on that front and working with the Communications Department to execute it.
  - Several Executive members shared interest in being involved.

**11. ADJOURNMENT**

**11.1 MOTION EXEC 2022-10-14:06**

**Abhishek / Arthur**

Be it resolved to adjourn the meeting at 10:41 AM

**CARRIED**

**In Favour (4):** President, VP External, Acting VP Equity, VP Events

**Against (1):** VP Finance.

**Abstain (0):**