

## 1. CALL TO ORDER

Call to Order – 6:14pm

## 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), Sḵw̓xwú7mesh Úxwumixw (Squamish), Seíílwitulh (Tsleil-Waututh), k<sup>w</sup>ik<sup>w</sup>əł̓əm (Kwkwetlem) and ǵicəy̓ (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 Finance and Administrative Services Committee Composition

VP Finance and Services (Chair)	Abhishek Parmar
Ex-officio (President)	Helen Sofia Pahou
VP Internal and Organizational Development	
Faculty of Communication, Art, and Technology	Rastko Koprivicia
Geography Councillor	Natasha Kearns
Mathematics Councillor	Ben Tischler
Earth Science Councillor	Eden Lien

### 3.2 Absents

Geography Councillor	Natasha Kearns
Finance Coordinator	Kurt Belliveau
Finance Coordinator	Zoya Nari

## 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 FASC 2022-07-22:01**

Be it resolved to receive and file the following minutes:

- FASC 2021-04-27

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

### **5.1 MOTION FASC 2022-07-22:02**

**Abhishek/VP IOD**

Be it resolved to adopt the agenda as presented.

**CARRIED AS AMENDED**

- Add discussion item 7.4

## **6. NEW BUSINESS**

### **6.1 Appointment of Vice Chair – MOTION FASC 2022-07-22-03**

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

**Rastko/Eden**

Be it resolved to appoint VP IOD as Vice Chair of Finance and Administrative Services Committee for the 2022-23 Council Year.

**CARRIED AS AMENDED**

- Strike “Councillor X” from the motion and replace it with VP IOD

## **7. DISCUSSION ITEMS**

### **7.1 Finance and Administrative Services Committee review of terms of reference and past practice**

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

- The committee reviewed their responsibilities in SO-6 of the SFSS Council Policies.

### **7.2 R-12 applicability for Stipend Reduction under R-4 and proposed OTP-3**

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

**ATTACHMENT:** R-12 Applicability for Stipend Reductions under R-4.docx

- VPIOD asked about the process and logistics of proposing new regulations.
- The committee discussed if R-12 needs to be followed. They will follow up on this topic after the correct interpretation of R-12 is known.

### **7.3 Half-hour pay for Executives**

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

**ATTACHMENT:** New OTP-3

**BLURB:** In December 2021, the last board approved paying full amount during half-work periods of April, August, and December. If we only pay for the half hours, rather than the full amount, we could save 22K just on Executives.

- VPIOD suggested paying executives only for the hours they work during exam periods.
- The committee was in favour of this change, they mentioned how the \$22k can go back into the organization and that this change will show the integrity of the executives to the student body.

#### **7.4 EFT Project**

● **SUBMITTED BY:** VP Finance

and Services “Abhishek Parmar”

- Currently, student reimbursement is done through signing and mailing physical cheques. Switching to e-transfers can cut out a lot of work done by the finance team.
- VP Finance and Services “Abhishek Parmar” mentioned that Scotia Bank currently waives the fees on sending cheques. E-transfers will have a set \$1.50 fee per transfer.
- FCAT Councillor “Rastko Koprivicia” suggested implementing an email verification process to ensure the money is being transferred to a student. He also suggested looking for local vendors who will send bulk e-transfers at a lower fee, without needing to switch banks.

### **8. IN-CAMERA**

#### **8.1 MOTION FASC 2022-07-22:04**

**Rastko/VP IOD**

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

**CARRIED UNANIMOUSLY**

### **9. EX-CAMERA**

#### **9.1 MOTION FASC 2022-07-22:05**

**Abhishek/Ben**

Be it resolved to go ex-camera.

**CARRIED UNANIMOUSLY**

## **10. ATTACHMENTS**

**10.1** R-12 Applicability for Stipend Reductions under R-4.docx

**10.2** New OTP-3

## **11. ADJOURNMENT**

**11.1 MOTION FASC 2022-07-22:06**

- **Ben/VP IOD**

Be it resolved to adjourn the meeting at 7:21pm

**CARRIED UNANIMOUSLY**