

1. CALL TO ORDER

Call to Order – 10:09 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^wəyəm (Musqueam), Sk̓wxwú7mesh Úxwumixw (Squamish), Selílwitlh (Tsleil-Waututh), k^wik^wəłəm (Kwkwetlem) and ǵícǵy (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 (Vice-Chair)
Faculty of Communication, Art, and Technology Rastko Koprivica
Geography Councillor Natasha Kearns
Mathematics Councillor Ben Tischler
Earth Science Councillor Eden Lien
Student-At-Large Amelia Hunt

3.2 Society Staff

Finance Coordinator Kurt Belliveau
Administrative Assistant Phanie Phan

3.3 Guests

Temporary Operations Organizer Sindhu Dharmarajah

3.4 Absents

Mathematics Councillor Ben Tischler

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 2022-10-21:01

Be it resolved to receive and file the following minutes:

- FASC 2022-07-22
- FASC 2022-09-23

5. ADOPTION OF THE AGENDA

5.1 MOTION FASC 2022-10-21:02

Abhishek / Eden

Be it resolved to adopt the agenda as presented.

CARRIED UNANIMOUSLY

6. DISCUSSION ITEMS

6.1 EXECUTIVE COMMITTEE HALF HOUR PAY ABOLITION

SUBMITTED BY: VP Finance and Services “Abhishek Parmar”

- VP Internal explained that in December 2021 a motion was passed to allow Executive and non-Executive Councillors to work half of their required hours in April, August, and December but get paid the full amount, as if full hours were worked.
- VP Internal explained that the policy for the Executive members needs to be removed because they are paid for working 60 hours, while they are actually only working 30 hours.
 - As the removal of the policy is considered a remuneration motion, the motion needs to be taken to FASC before it is taken to Council.
 - VP Internal shared that by her calculations, the SFSS will be saving \$24,000 annually if the policy is removed.
- VP Finance agrees with VP Internal that the policy needs to be removed and shared that the SFSS is the only place he is aware of that pays people for not working.
- VP Internal explained that there is a particular process that needs to be followed when a stipend is being cut or is affected:
 - It needs to be taken to FASC first.
 - Before the proposed changes are taken to Council, there is a requirement to give a period of notice to the student body. This period will allow students to provide comments about the proposed changes.
 - There needs to be at least four weeks of notice about the proposed changes on the SFSS’ website.
 - The notification should include an invitation for students to attend a special session of FASC specifically for students to provide comments on the change.
 - The special session can not be held less than two weeks after the comment period has been announced.
- VP Internal explained that this will be enacted starting April, 2023 only for the Executive members not for Council members.

- VP Finance explained that based on the Council stipend increase, the remuneration will not start until the next fiscal year, so the first time it will be enacted will be summer of 2023.
 - VP Internal explained that that would normally be the case but in this situation the SFSS is only revoking a policy that was put in place.

6.2 INVOLVEMENT OF NEW FACILITIES MANAGER WITH FINANCE

SUBMITTED BY: VP Finance and Services “Abhishek Parmar”

- VP Finance explained that John, previously the Building Manager was promoted to Facilities Manager, which involves increase of responsibilities, including oversight of the BuildSFU fund.
- VP Finance explained that John has requested to gain access to BuildSFU’s billing and receive monthly reports.
- Kurt shared that he will need to be collaborating with John to get information about the spending and the Space Expansion Fund.
- VP Internal highlighted that John will be collaborating with the departments and not taking work away from them. He will be providing additional oversight to make sure that the funds are kept in line and that the funds do not run out of money.

FCATSU Councillor joined at 10:23 AM

6.3 RISK ANALYSIS: GOVERNANCE AND FISCAL MATTERS

SUBMITTED BY: VP Internal and Organizational Development

- VP Internal explained that the SFSS’ financial liabilities are due to the nature of how it is run. Student in their early 20s are in charge of the SFSS, which is a multimillion-dollar organization.
 - This creates liabilities in regards to how money is spent, how decisions are considered, keeping track of paperwork, receipts, and reimbursements, and have motions that lead to reimbursements.
- VP Internal expressed that most of the Executive members have sensitive portfolios that impact the organization as a whole.
 - VP Internal’s biggest liability is allowing a student in their early 20s to write the policies for the organization that could potentially lead to legal liabilities. This will apply for all future VP Internals, unless they have years of policy experience.
 - President’s portfolio deals greatly with legal matters and HR. If the President does not have proper training for either field, there will be great challenges with how perform in her position and not cause issues.

- VP Finance is also a sensitive portfolio. The current VP Finance has accounting experience but the previous VPs did not have it. The SFSS should not be surprised that it has a massive deficit, considering that the previous elected VP Finance leaders did not have financial experience.
- VP Internal suggested that the elected student leaders should be focused on advocacy work, rather than overseeing an organization they had no training or prior experience to oversee.
- VP Internal suggested to hire people who can and have experience with overseeing an organization.
- VP Finance agreed with VP Internal about the problems that arise with students leading the organization and are in positions they are underqualified for.
- VP Finance shared that even with his accounting experience, he does not consider himself qualified for it.
- VP Finance said that the VP Internal role is essentially the Operations Organizer but done by a student at a cheaper rate and handling important policies that affect the SFSS in major ways.
- VP Finance shared that a lot of the onerous tasks and have big liabilities need to be shifted to staff, who have been trained or qualified for this.
- VP Finance said that since the current staff are working close to capacity, there will be a need for a restructuring of the governance model. There will need to be a review of the governance model where it can be compared to the previous ones to look into the effects, costs, and so on.

7. IN-CAMERA

7.1 MOTION FASC 2022-10-21:03

VP IOD / Rastko

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

CARRIED UNANIMOUSLY

- **Audit Findings Response**

8. EX-CAMERA

8.1 MOTION FASC 2022-10-21:04

Abhishek / Rastko

Be it resolved to go ex-camera.

CARRIED UNANIMOUSLY

9. ADJOURNMENT

9.1 MOTION FASC 2022-10-21:05

VP IOD / Eden

Be it resolved to adjourn the meeting at 11:01 AM

CARRIED UNANIMOUSLY