

1. CALL TO ORDER

Call to Order at 11:13 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), Sk̓wx̓wú7mesh Úxwumixw (Squamish), Sel̓íl̓wítulh (Tsleil-Waututh), k^wik^wəł̓əm (Kwkwetlem) and q̓ic̓əy̓ (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 Events and Student Affairs Composition

Ex-Officio (President)	Liam Feng
VP Events and Student Affairs (Chair)	Ayooluwa Adigun
VP External and Community Affairs (Vice-Chair)	Nancy Brar
VP Equity and Sustainability	Priyanka Kaur Dhesa
Film Student Union Councillor	Sofi Badzio
Health Science Undergraduate Student Society Councillor ..	Ishika Rathore
Science Undergraduate Society Councillor	Catherine Ho
Student At-Large	Vacant
Student At-Large	Vacant
Student At-Large	Vacant
Student At-Large	Vacant
Student At-Large	Vacant
Student At-Large	Vacant
Student At-Large	Vacant

3.2 Society Staff

Member Service Coordinator..... Dipti Chavan

3.3 Guests

Temporary Operations Organizer..... Sindhu Darmarajah

Administrative Coordinator..... Somayeh Naseri

Administrative Assistant Hope Alica

4. CONSENT AGENDA

4.1 CONSENT AGENDA

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

CARRIED AS AMENDED

**4.1.1. MATTERS ARISING FROM THE MINUTES- ESAC Minutes- ESAC
2023-06-27:01**

Be it resolved to receive and file the following minutes:

- ESAC 2023-03-07

4.1.2. RATIFICATION OF REGRETS-MOTION ESAC 2023-06-27:02

Be it resolved to ratify the regrets from Health Science Undergraduate Student Society Councillor and Film Student Union Councillor from the Tuesday, June 27, 2023 meeting

5. ADOPTION OF THE AGENDA

5.1 MOTION ESAC 2023-06-27:03

VP Events and Student Affairs/ VP External and Community Affairs

Be it resolved to adopt the agenda as presented.

CARRIED AS AMENDED

- VP Events and Student Affairs moved to include item 8.5 under discussion items.
- VP Events and Student Affairs moved to postpone “Peak Frequency’s SFU

Got Talent” Presentation to the next ESAC meeting.

- VP Events and Student and Student Affairs added item 6.2, “new presentation item”, to the agenda.

6. PRESENTATION

6.1 Peak Frequency’s SFU Got Talent

SUBMITTED BY: VP Events and Student Affairs

- Postponed to the next meeting because nothing from the Peak has been given for presentation.

6.2 ESAC Committee Members’ Duties

SUBMITTED BY: VP Events and Student Affairs

ATTACHMENT: ESAC First Committee Meeting Presentation

- See attached Presentation for details
- Member services requested for PDF of this for new members.
- Administrative coordinator stated that this will be uploaded on the SFSS website, as the presentation will be merged with the meeting minutes.

7. NEW BUSINESS

7.1 Election of a Vice-Chair– MOTION ESAC 2023-06-27:04

SUBMITTED BY: VP Events and Student Affairs

VP Events and Student Affairs / VP External and Community Affairs

Be it resolved to elect Councillor VP External and Community Affairs as the Vice-chair of the Events and Student Affairs Committee.

CARRIED AS AMENDED

- VP Events and Student Affairs nominated VP External and Community Affairs, who accepted the nomination.

7.2 SFU Got Talent Budget Approval– MOTION ESAC 2023-06-27:05

SUBMITTED BY: VP Events and Student Affairs

VP Events and Student Affairs / VP External and Community Affairs

Whereas Peak Frequency is the largest music-related club in the SFSS;

Whereas their SFU Got Talent event has not been run for a number of years due to the pandemic;

Whereas they are requesting \$7,500 to support their event;

Whereas they require financial support that goes beyond what staff and admin can approve;

Whereas they have presented to Event and Student Affairs committee and provided a proposal on the April 26, 2023 Council meeting;

Be it resolved that Council approves \$7,500 to support their event.

POSTPONED AS AMENDED

- Members Services Coordinator stated the Event was scheduled for July 6th to 7th.
- Administrative Coordinator stated there is no attachment to this motion.
- Temporary Operations Organizer stated the grant application was retracted because they cannot use both, so they will be going through the Events Committee, which is expected because the event is in partnership with the Events Committee.
- VP External and Community Affairs asked if this could be brought to Council since the Events Committee is in Council.
- Member services Coordinator suggested that since funding is going through Events, it is better if it is approved first by the Events Committee before it goes through Council.
- Temporary Operations suggested the day for the event be changed to increase turnout and for the presentation to be completed.
- Member Service Coordinator requested that if events are approved through the events Budget, proof of turnout for events needs to be provided so the

- Committee is aware of the budget.
- Budget needs to be set aside for collaboration so that it is set aside from the Events Budget.
 - VP Events and Student Affairs suggested postponing this motion to the next ESAC meeting.

7.3 Pet Therapy Budget– MOTION ESAC 2023-06-27:06

SUBMITTED BY: VP Events and Student Affairs

ATTACHMENT: Pet Therapy Report

VP Events and Student Affairs / VP External AND Community Affairs

Be it resolved to approve \$500 from line item 817/20 for the Pet Therapy event.

CARRIED

- See attached presentation for details
- Member Service Coordinator stated that the event is requesting for \$500.00 because donations have brought the budget down from 750.00 dollars. This motion is for August 16th so that another motion will be needed for fall for September 27th and December 6th
- Temporary Operations Organizer asked if we are committing to doing multiple events with Pets and Friends Therapy.
- Member Services Coordinator agreed that multiple events were done in partnership with Pets and friends last fiscal year. Events in partnership with Pets and friends was successful among the student therefore, this year, booking it in time slots would be preferred as opposed to sporadic events will support this event occurring.

8. DISCUSSION ITEMS

8.1 Summer Fest Volunteers

SUBMITTED BY: VP Events and Student Affairs

- VP Events and Student Affairs stated this event is happening tomorrow between 12 to 3pm and volunteers are needed.
- Member Services Coordinator stated that volunteers will give out ice cream

and giveaways and run the photo booth since there are three tables for the SFSS.

- VP Events and Student Affairs stated SFSS would like to provide its own volunteers as opposed to using the ones from SFU.
- VP Equity and Sustainability would like to Volunteer.
- No formal requirements, if people can make it, they can be there.

8.2 New Event Ideas for Summer - July & August

SUBMITTED BY: VP Events and Student Affairs

- July is the month before exams, and August is the exam month, so VP Events would like to gather ideas on what can be done during that time.
- VP External suggested events like snacks during the exam period, freezies or ice cream to match the season's heat and exam period.
- VP Events suggested the SUB as the central location since students are often in the SUB during an exam period or place it.
- VP Events suggested something to do with freezies or doughnuts would be great any leftovers will be handed out to people seated in the area.
- Member Service Coordinator suggested food events, it is better in the SUB because booking spaces for events can be rather challenging, and the SUB is accessible.
- Member Service Coordinator suggested members bring forward ideas for events; her office is open during work hours for shared ideas.
- Science Undergraduate Society Councilor suggested a Post Exams dodgeball game.
- Member Service Coordinator Summer semester is relatively small, so booking can be made for this event if this is done in the fall.

8.3 In-person Meetings Moving Forward

SUBMITTED BY: VP Events and Student Affairs

- VP Events asked if everyone is okay with in-person meetings moving forward or if virtual is still better.

- VP External stated that hybrid is a better option for people unable to show up in person.
- Science Undergraduate Society Councillor suggested that a two-hour commute is not feasible for a one-hour meeting if people live two hours away.
- VP Events agreed that the committee can continue if hybrid works. He suggested sending out a when to meet form later today form for people who will likely show up in person or online to decide if the meeting will be in person or hybrid.
- The meeting time would be better before 2:30 pm to have society staff attend the meeting so that the Committee does not operate outside anyone's work hours.

8.4 Review of At Large Member Applications

SUBMITTED BY: VP Events and Student Affairs

- Applications for the 7 At-Large member spots will be closing June 28, 2023, so VP Events suggested that he compile a list of applicants, and each committee member will review applicants.
- Interview invites will be sent out, and the 7 At-Large Members will be picked from there.

8.5 Events Proposal and Post Event Summer Review

SUBMITTED BY: VP Events and Student Affairs

- Member Service Coordinator state that the event proposal form is a jot form that will need to be submitted, and it will be attached with the motion suggested, event name, time, overview, description and collaborators, target audience as well as budget requested, among other items on the form.
- Temporary Operations Organizer stated the point is to ensure that people have a fully formed idea and that there is traction so that the Committee can decide. In addition, she suggested reaching out if anything appears

missing from this form.

- Member Services Coordinator states that once events are planned, events evaluation forms will be sent out to help provide feedback on the event for future review if future Events Committee members decided they would like to do the same events. It will provide recommendations for future events.
- VP Events requested that these forms are sent out.
- Member Service Coordinator stated she is working on it and will send them out, this form will be sent out to all Events coming through the Events Committee.

9. ATTACHMENTS

9.1 ESAC First Committee Meeting Presentation

9.2 Pet Therapy Report

10.ADJOURNMENT

10.1 MOTION ESAC 2023-06-27:07

VP Events and Student Affairs / VP External and Community Events

Be it resolved to adjourn the meeting at 12:09 pm

CARRIED UNANIMOUSLY

EVENTS AND STUDENT AFFAIRS COMMITTEE

TERRITORIAL ACKNOWLEDGMENT

We respectfully acknowledge that the SFSS is located on the traditional, unceded territories of the Coast Salish peoples, including the xwməθkwəyəm (Musqueam), Sḵwxwú7mesh_Úxwumixw (Squamish), Sel̓wítulh (Tseil' -Waututh), kwikwəł əm (Kwkwetlem) and q̓ícəy̓ (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.

SO-12: EVENTS AND STUDENT AFFAIRS COMMITTEE

12.1 Council shall maintain the Events Committee as a standing committee.

12.2 The committee shall generally oversee the events of the Society.

Relevant By-Law: By-Law 7(16)(e)

Composition

- [Ex-Officio] President
- [Chairperson] VP Events and Student Affairs
- Five Councillors
- Up to 7 At-Large members
- [Non-voting] Events Coordinator

[ESAC] Events and Student Affairs Committee		esac@sfss.ca
Composition	Name	Email
Ex-Officio (President)	Liam Feng	president@sfss.ca
VP Events and Student Affairs (Chair)	Ayooluwa Adigun	vpevents@sfss.ca
VP External and Community Affairs	Nancy Brar	vpexternal@sfss.ca
VP Equity and Sustainability	Priyanka Kaur Dhesa	vpequity@sfss.ca
Film Student Union	Sofi Badzio	film.council@sfss.ca
Health Science Undergraduate Student Union	Ishika (Ishika) Rathore	healthscience.council@sfss.ca
Science Undergraduate Society (SUS)	Catherine Ho	science.council@sfss.ca
Student At-Large	VACANT	
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Student At-Large	VACANT	
Student At-Large	VACANT	
Student At-Large	VACANT	
Student At-Large	VACANT	
Student At-Large	VACANT	
Society Staff	Name	Email
Member Services Coordinator - Events	Dipti Chavan	msc.events@sfss.ca
Administrative Assistant		

SO-12: EVENTS AND STUDENT AFFAIRS COMMITTEE

Terms of Reference

12.3 Develop and coordinate events on behalf of Council.

12.4 The committee may strike working groups to aid in the organization of any events and promotions.

12.5 Upon request the committee may assist clubs, department student unions and constituency groups in the planning of events.

12.6 Prepare the annual budget for events of Council for consideration by the Finance and Administration Services Committee.

12.7 The Committee shall establish working groups wherever possible and may strike sub-committees when necessary, to be used sparingly, in order to conduct the business of the Committee.

These are the tasks and responsibilities of each committee member

SO-12: EVENTS AND STUDENT AFFAIRS COMMITTEE

Governance

12.8 The committee will strive for consensus. Where no consensus is reached, the committee will make decisions by simple majority vote.

12.9 The committee shall take into consideration and respect Indigenous forms of governance and recognize how often other forms of governance overrule Indigenous ways of knowing, especially on occupied stolen territories.

12.10 When the committee takes into account Indigenous forms of governance, the committee shall consider other aspects and ways of knowing in order to properly support this decision-making process. This can include:

- (a) Inviting Indigenous Elders of the Territories and asking for advice or support in the decision-making process.
- (b) finding ways to include Indigenous forms of governance i.e. talking circles, transparency process and community engagement

ESAC MEETINGS

Calling for Agenda

- The agenda should be called 2 weeks before a meeting
- Agenda item submission deadlines are 1 week before the meeting. (Forms close at 12pm)
- Meetings are called by the Chair or Vice-Chair
- Form: <https://form.jotform.com/231207288598264>

Current Meeting Schedule:

- Bi-Weekly
- Tuesdays 11:00am to 12:00pm (Tentative)

Please try to not schedule meetings during official SFSS & SUB closures

IMPORTANT LINKS

simon fraser
student society

Meeting Tracker (May 2023-April 2024)

- <https://docs.google.com/spreadsheets/d/1BU0qBWKsAzuKWiXWTUyc7lvZ6OaVTLjn/edit#gid=716007288>

Meeting Documents

- https://drive.google.com/drive/folders/1JEY1WthS0eBkFo-NJIpEZ8Wrxx33WjhP?usp=share_link

Agenda Training for the Chairs and Committee Members

- https://docs.google.com/presentation/d/19beVhICqNLHKsuupdeHo6UUk4SixNAuG/edit?usp=drive_link&oid=106113738879974645188&rtpof=true&sd=true

simon fraser
student society

THANK YOU!

Pet Therapy Report

Dates: Oct 17, 2022, Nov 16, 2022 and Dec 6th, 2022

Overview: The pet therapy events organized by the SFSS in partnership with Pets and Friends aimed to provide students with a comforting and relaxing experience through interactions with therapy animals. The event was a resounding success, providing students with a much-needed respite and promoting their well-being. The positive feedback and engagement from participants indicate the importance and effectiveness of incorporating pet therapy into campus initiatives.

Pets and Friends provided four therapy animals for each pet therapy along with their dedicated owners to ensure a safe and enjoyable experience for the participants. The therapy animals included dogs only.

Budget: Each therapy event had a budget of \$750. SFSS donated \$500 per session to the Pets and Friends Organization. Volunteers with pets received a \$10 Blenz gift card for coffee and had their parking expenses covered.

Event Approach:

To accommodate the diverse needs of the student population and create a relaxed environment, we adopted a drop-in format with no time limit for each session. This approach allowed students to engage with the therapy animals at their own pace, promoting a sense of calmness and reducing any feelings of rush or pressure.

Efforts were made to manage the crowd effectively to ensure a comfortable experience for all participants. As the event became crowded at times, we kindly requested attendees to make space for others, encouraging a considerate and inclusive environment. This approach helped to maintain a positive atmosphere and allowed everyone to have a chance to interact with the therapy animals.

Feedback from participants:

Stress Reduction: Participants reported reduced stress levels and increased relaxation after spending time with the therapy animals. The sessions provided a welcome break from academic pressures and offered a source of emotional support for students.

Improved Well-being: Interactions with the therapy animals had a positive impact on the overall well-being of the attendees, promoting feelings of happiness, comfort, and improved mood.

Community Engagement: The pet therapy events fostered a sense of community among the students, promoting social connections and a shared experience. It provided an opportunity for individuals to come together and create a supportive environment.

Recommendations:

Based on the success of the pet therapy events, I would like to suggest the following recommendations for future events:

Event Promotion: Implement a comprehensive promotional strategy to raise awareness among the student body, including targeted marketing through various channels such as social media, posters, and campus announcements.

Increased Availability: Explore the possibility of extending the duration of the sessions or organizing additional pet therapy events to accommodate a larger number of participants.

Enhanced Crowd Management: Consider implementing a registration system or time slots for future events to effectively manage the crowd and ensure equal access for all interested participants.