

SFSS EXECUTIVE COMMITTEE WORK REPORTS

This report reflects the Board work from
(Aug 1 - Aug 15)

[President](#)

[VP Internal and Organizational Development](#)

[VP Finance and Services](#)

[VP University and Academic Affairs](#)

[VP External and Community Affairs](#)

[VP Events and Student Affairs](#)

[VP Equity and Sustainability](#)

President
Liam Feng

Meeting Summary and Comments

Meeting, Date	August 17 Staff Meeting
Parties Attending	SUB staff, president
Meeting Length (Hrs)	1 hour
Reason	Exec and Management updates
Summary and Outcome	Everyone is now updated Fraser health reached out; they dont allow more than 14 events to the public every year, and we have already used up 11 of them
Next Steps	Another staff meeting sometime in the future

Meeting, Date	August 16 Meeting to discuss internal issues
Parties Attending	Finance, consultant, and President
Meeting Length (Hrs)	1 hour
Reason	Internal matters
Summary and Outcome	Contacting another lawyer with more expertise
Next Steps	Waiting for another update from Kate

Meeting, Date	August 16 Council meeting
Parties Attending	SFSS council and exec team
Meeting Length (Hrs)	4 hours
Reason	Trying to pass various grants and looking through various presentations
Summary and Outcome	There was no time left to pass any important grants because we lost exec quorum halfway
Next Steps	Going to hold an emergency exec meeting to pass various FROSH grants

Meeting, Date	August 14, WUSC Club Meeting
Parties Attending	Sindhu, Ricky, Samantha, Nancy Mah , president and Clemance Bisamu
Meeting Length (Hrs)	1 hour
Reason	Internal discussion surrounding the club
Summary and Outcome	
Next Steps	To be determined

Meeting, Date	August 14 University and Academic Affairs Committee Meeting
Parties Attending	VP UAA, president, and Academic affairs committee
Meeting Length (Hrs)	1 hour
Reason	<p>Various updates on what we are going to do for clubs day</p> <ul style="list-style-type: none"> → should we set up a booth for academic affairs? → if so , what are we putting in the booth? → who is going to be helping out? <p>Also, we had a student body survey that AAC was planning on sending out sometime between now and never</p>
Summary and Outcome	We will not make a different survey for every faculty; we will make one universal template
Next Steps	I do not know

Meeting, Date	August 11 Exec meeting
Parties Attending	Exec committee
Meeting Length (Hrs)	1 hour
Reason	Exec updates on what we have been doing, which is not much aside from preparing the diwali presentation
Summary and Outcome	Ayo was meant to do the presentation, president ended up doing it.
Next Steps	I do not know

Total Meeting Hours	9
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Projects and Events

Project/Event Title	SFU robot soccer inventory spacing
Updates and Upcoming Plans	Gonna try to renovate the SUB's spare inventory space to make it a robot soccer testing spot
Relevant Strategic Priorities	none
Total Time (Hrs)	3

Project/Event Title	
Updates and Upcoming Plans	
Relevant Strategic Priorities	
Total Time (Hrs)	

Total Project and Events Hours	3
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Committee Chair Work

Committee Name	
# of Meetings	
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

Total Committee Hours	0
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Administrative Work

Summary	emails
Total Time (Hrs)	5

Total Admin Hours	5
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VP Internal and Organizational Development

Meeting Summary and Comments

Meeting, Date	
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

Meeting, Date	
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

Total Meeting Hours	
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Projects and Events

Project/Event Title	
Updates and Upcoming Plans	
Relevant Strategic Priorities	
Total Time (Hrs)	

Project/Event Title	
Updates and Upcoming Plans	

Relevant Strategic Priorities	
Total Time (Hrs)	

Total Project and Events Hours	
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Committee Chair Work

Committee Name	
# of Meetings	
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

Total Committee Hours	
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Administrative Work

Summary	
Total Time (Hrs)	

Total Admin Hours	
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VP Finance and Services
Jadvinder Bolina

Meeting Summary and Comments

Meeting, Date	Aug 1 2023
Parties Attending	Me and SFSS Staff
Meeting Length (Hrs)	4
Reason	
Summary and Outcome	
Next Steps	Ensure smooth functioning of SFSS operations

Meeting, Date	Aug 3 2023
Parties Attending	Me and SFSS Staff
Meeting Length (Hrs)	4
Reason	
Summary and Outcome	
Next Steps	Ensure smooth functioning of SFSS operations

Meeting, Date	Aug 7 2023
Parties Attending	Me and SFSS Staff
Meeting Length (Hrs)	4
Reason	
Summary and Outcome	
Next Steps	Ensure smooth functioning of SFSS operations

Meeting, Date	Aug 9 2023
Parties Attending	Me and SFSS Staff
Meeting Length (Hrs)	4
Reason	
Summary and Outcome	

Next Steps	Ensure smooth functioning of SFSS operations
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Meeting, Date	Aug 10 2023
Parties Attending	Me and SFSS Staff
Meeting Length (Hrs)	4
Reason	
Summary and Outcome	
Next Steps	Ensure smooth functioning of SFSS operations

Meeting, Date	Aug 14 2023
Parties Attending	Me and SFSS Staff
Meeting Length (Hrs)	4
Reason	
Summary and Outcome	
Next Steps	Ensure smooth functioning of SFSS operations

Meeting, Date	Aug 15 2023
Parties Attending	Me and SFSS Staff
Meeting Length (Hrs)	4
Reason	
Summary and Outcome	
Next Steps	Ensure smooth functioning of SFSS operations

Total Meeting Hours	28
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Projects and Events

Project/Event Title	N/A
Updates and Upcoming Plans	N/A
Relevant Strategic Priorities	N/A

Total Time (Hrs)	N/A
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Project/Event Title	N/A
Updates and Upcoming Plans	N/A
Relevant Strategic Priorities	N/A
Total Time (Hrs)	N/A

Total Project and Events Hours	N/A
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Committee Chair Work

Committee Name	N/A
# of Meetings	N/A
Total Time (Hrs)	N/A
Summary	N/A
Ongoing Projects	N/A
Relevant Strategic Priorities:	N/A

Total Committee Hours	N/A
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Administrative Work

Summary	Replying to emails and helping with students concerns
Total Time (Hrs)	40

Total Admin Hours	40
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Total Hours (Overall)	68
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VP University and Academic Affairs

Thomas Lueth

Meeting Summary and Comments

Meeting, Date	Aug 3, 2023
Parties Attending	Academic Integrity Working Group Committee
Meeting Length (Hrs)	1.2
Reason	Poster boards being used to advertise for companies not endorsed by either SFU or the SFSS
Summary and Outcome	Removal of specific poster boards and monitoring of other poster boards to prevent advertisements of unverified tutorial companies
Next Steps	

Meeting, Date	Aug 9, 2023
Parties Attending	Myself, Priyanka, Nancy, Alliance of BC Students
Meeting Length (Hrs)	1
Reason	
Summary and Outcome	
Next Steps	

Meeting, Date	Aug 14, 2023
Parties Attending	University and Academic Affairs Committee
Meeting Length (Hrs)	1
Reason	Tabling in the sub, appointment of at large members
Summary and Outcome	

Next Steps	

Meeting, Date	
Parties Attending	Myself, Simmi, Jude Mah
Meeting Length (Hrs)	5
Reason	Hiring for women's center
Summary and Outcome	Decided on which questions candidates answered well and could have answered better, discussed which candidates we preferred for the role
Next Steps	

Meeting, Date	August 14, 2023
Parties Attending	External and Community Affairs Committee
Meeting Length (Hrs)	1
Reason	First External and Community Affairs Committee Meeting, appointing of vice chair
Summary and Outcome	
Next Steps	

Meeting, Date	August 14, 2023
Parties Attending	Myself, Muriel, Liam
Meeting Length (Hrs)	1
Reason	UAAC, meeting politicians, residence
Summary and Outcome	
Next Steps	

Total Meeting Hours	10
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Projects and Events

Project/Event Title	General Student Satisfaction Survey
Updates and Upcoming Plans	Talking to Muriel about previous work done by past execs on surveys, working with the Psychology Councilor to complete this
Relevant Strategic	

Priorities	
Total Time (Hrs)	1

Project/Event Title	Undergraduate Course Enrollment Student Survey
Updates and Upcoming Plans	Talking to Muriel about previous work done by past execs on surveys, working with the Psychology Councilor to complete this
Relevant Strategic Priorities	
Total Time (Hrs)	1

Total Project and Events Hours	
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Committee Chair Work

Committee Name	University and Academic Affairs Committee
# of Meetings	1
Total Time (Hrs)	1
Summary	-Discussed tabling for welcome day at the start of the fall semester
Ongoing Projects	-Undergraduate Course Enrollment Survey -Undergraduate general student population survey
Relevant Strategic Priorities:	-May be better to find information before the end of the semester as to implement change before the fall term if it can help students sooner -Might be able to make a stronger case after the fall term and use the fall term for the evidence

Total Committee Hours	1
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Administrative Work

Summary	-Sending, replying, reading emails -Reading, reviewing files -Communicating with SFSS staff -Discussing issues, policies and motions with SFSS executives -Emailing university staff -Reviewing agenda item submissions -Reviewing at-large committee applications
Total Time (Hrs)	25

Total Admin Hours	25
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Total Hours	37
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VP External and Community Affairs
Nancy Brar

Meeting Summary and Comments

Meeting, Date	August 2, 2023
Parties Attending	SFSS Exec and Council
Meeting Length (Hrs)	2 hrs
Reason	Council Meeting
Summary and Outcome	Went over Engineering Common Room Spending, In-camera discussion
Next Steps	Wait for the next council meeting in two weeks.

Meeting, Date	August 7, 2023
Parties Attending	Food Security Team
Meeting Length (Hrs)	1 hr
Reason	Discuss upcoming food security projects.
Summary and Outcome	Went over the free breakfast program.
Next Steps	Follow up with food security plans.

Meeting, Date	August 9, 2023
Parties Attending	Me, Thomas, Priyanka, ABCS
Meeting Length (Hrs)	1 hr
Reason	Discuss ways in which we can work together this term.
Summary and Outcome	Discussed common goals and things we are expecting to achieve throughout the year.

Next Steps	Follow up on what we discussed.
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Meeting, Date	August 10, 2023
Parties Attending	AC Committee
Meeting Length (Hrs)	1 hr
Reason	AC meeting
Summary and Outcome	Appointment of Vice Chair, Passed motions from the previous meeting.
Next Steps	Attend the next meeting in two weeks.

Meeting, Date	August 11, 2023
Parties Attending	SFSS Execs
Meeting Length (Hrs)	1 hr
Reason	Exec Meeting
Summary and Outcome	Went over what we have been up to, discussed Diwali event and passed the deposit
Next Steps	Go to the next meeting in two weeks.

Total Meeting Hours	6 hrs
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Projects and Events

Project/Event Title	Community Fridge
Updates and Upcoming Plans	Continue again weekly and order the supplies needed.
Relevant Strategic Priorities	Buying the shelf cart and the cleaning supplies.
Total Time (Hrs)	4 hrs

Project/Event Title	Community Fridge Documents
Updates and Upcoming Plans	Updating the volunteer sheets and the info sheets for the fall term.
Relevant Strategic Priorities	Get the info sheets ready before next week.
Total Time (Hrs)	6 hours

Total Project and Events Hours	10 hrs
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Committee Chair Work

Committee Name	ECA Committee
# of Meetings	1
Total Time (Hrs)	1 hr
Summary	Appointed Vice Chair, discussed volunteer opportunities, passed budget for a cart and cleaning supplies
Ongoing Projects	Community Fridge
Relevant Strategic Priorities:	Plan for the next meeting.

Total Committee Hours	1 hr
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Administrative Work

Summary	<ul style="list-style-type: none"> - Volunteer sheets - Answering emails - Sending emails - Answering texts from ABCS - Setting up AVPs - At-large applications - Reviewing the first ECA meeting
Total Time (Hrs)	30 hrs

Total Admin Hours	30 hrs
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Total Hours	47 hrs
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VP Events and Student Affairs
Ayooluwa Adigun

Meeting Summary and Comments

Meeting, Date	
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

Meeting, Date	
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

Total Meeting Hours	
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Projects and Events

Project/Event Title	
Updates and Upcoming Plans	
Relevant Strategic Priorities	
Total Time (Hrs)	

Project/Event Title	
Updates and Upcoming Plans	

Relevant Strategic Priorities	
Total Time (Hrs)	

Total Project and Events Hours	
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Committee Chair Work

Committee Name	
# of Meetings	
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

Total Committee Hours	
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Administrative Work

Summary	
Total Time (Hrs)	

Total Admin Hours	
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VP Equity and Sustainability
Priyanka Dhesa

Meeting Summary and Comments

Meeting, Date	
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

Meeting, Date	
Parties Attending	
Meeting Length (Hrs)	
Reason	
Summary and Outcome	
Next Steps	

Total Meeting Hours	
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Projects and Events

Project/Event Title	
Updates and Upcoming Plans	
Relevant Strategic Priorities	
Total Time (Hrs)	

Project/Event Title	
Updates and Upcoming Plans	

Relevant Strategic Priorities	
Total Time (Hrs)	

Total Project and Events Hours	
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Committee Chair Work

Committee Name	
# of Meetings	
Total Time (Hrs)	
Summary	
Ongoing Projects	
Relevant Strategic Priorities:	

Total Committee Hours	
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Administrative Work

Summary	
Total Time (Hrs)	

Total Admin Hours	
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