



**1. CALL TO ORDER**

Call to Order – 4:42pm

**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>əyəm (Musqueam), Sḵwḵwú7mesh Úxwumixw (Squamish), Selílwitlh (Tsleil-Waututh), k<sup>w</sup>ik<sup>w</sup>əłəm (Kwkwetlem) and ḳícəy (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 Council Composition**

**Student Union Representatives**

Applied Science .....	Vacant
Archeology .....	Seniha Inceoz
Art, Performance, and Cinema Studies .....	Vacant
Asia Canada Studies .....	Vacant
Bachelor of Environment .....	Tiana Andjelic
Behavioral Neuroscience .....	Aarthi Srinivasan
Biology.....	Nicolas Bonilla
Biomedical Physiology & Kinesiology.....	Gurleen Grewal
Business.....	Vacant
Chemistry .....	Vacant
Cognitive Science .....	Aaron Fung
Communications .....	Vacant
Computing Science.....	Shariq Ahsan
Criminology .....	Ava Wood
Dance.....	Vacant
Data Science Student Union.....	Vacant
Earth Science .....	Eden Lien
Economics .....	Rafid Rahman
Education .....	Christine Yoo
Engineering Science .....	Liam Feng
English Councillor .....	Vacant
Environmental Science.....	Grayson Barke
Faculty of Applied Science .....	Vacant
Faculty of Communications, Arts and Technology .....	Vacant
Faculty of Environment Event.....	Vacant
Film Student Union .....	Sofia Badzio
Fine and Performing Arts .....	Vacant



French.....	Ethan Dungey
Gender, Sexuality, and Women’s Studies .....	Simran Basra
Geography .....	Natasha Kearns
Gerontology Student Union .....	Vacant
Global Asia Studies Student Union .....	Emilio Da Silva
Health Science .....	Priyanka Dhesa
History .....	Vacant
Humanities .....	Vacant
Indigenous Studies Student Union.....	Vacant
Interactive Arts and Technology .....	Jung-yeon Lee
International Studies Student Association.....	Chloe Arneson
Labour Studies.....	Vacant
Latin American Studies.....	Vacant
Linguistics .....	Vacant
Mathematics .....	Vacant
Mechatronics System Engineering.....	Ryley McWilliams
Molecular Biology & Biochemistry.....	Vacant
Music Student Union.....	Vacant
Operations Research.....	Vacant
Performing Arts.....	Vacant
Philosophy (Vice-Chair).....	Ashley Flett
Physics .....	Vacant
Political Science .....	Brydan Denis
Psychology.....	Mark Giles
Public Policy .....	Vacant
Science Undergraduate Society .....	Ayooluwa Adigun
Semester in Dialogue .....	Vacant
Society of Arts and Social Sciences .....	Hilary Tsui
Sociology and Anthropology .....	Arthur Lee
Software Systems.....	Gurmehar Singh
Statistics and Actuarial Science (SASSA) .....	David Taeil Ahn
Sustainable Community Development .....	Vacant
Sustainable Energy Engineering Student Society.....	Andrew Nathan
Theatre Student Union.....	Claire Brown
Visual Arts.....	Vacant
World Languages and Literature.....	Raghava Payment



**Constituency Group Representatives**

Disability and Neurodiversity Alliance .....	Aleksandra Partyka
First Nations, Métis & Inuit Student Association .....	Sienna Dickson
International Student Advocates .....	Vacant
Out on Campus Collective .....	Vacant
Students of Caribbean & African Ancestry .....	Vacant
Women Centre Collective .....	Vacant

**Affiliated Student Groups**

Residence Hall's Association (RHA).....	Emmanuel Adegboyega
Student Athlete Advisory Committee (SAAC) .....	Mason Glover
TSSU.....	Vacant
Embark Sustainability.....	Vacant
SFPIRG .....	Vacant

**SFSS Executive Committee**

Acting President .....	Abhishek Parmar
Acting VP Internal and Organizational Development .....	Peter Hance
Acting VP Finance and Services.....	
VP University and Academic Affairs.....	Vacant
VP External and Community Affairs.....	Eshana Baran
VP Equity and Sustainability.....	Sunghyun Choi
VP Events and Student Affairs.....	Vaibhav Arora

**3.2 Society Staff**

Board Organizer .....	Emmanuela Droko
Facilities Manager .....	John Walsh
Temporary Operations Organizer .....	Sindhu Dharmarajah
Policy, Research, Community Affairs Coordinator .....	Beaty Omboga
Administrative Assistant .....	Danielle Saele

**3.3 Leave of Absence**

Cognitive Science .....	Aaron Fung
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**3.4 Regrets**

Behavioral Neuroscience .....	Aarthi Srinivasan
Film Student Union .....	Sofia Badzio



**3.5 Absents**

Engineering Science .....	Liam Feng
French.....	Ethan Dungey
Interactive Arts and Technology .....	Jung-yeon Lee
Software Systems.....	Gurmehar Singh
Statistics and Actuarial Science (SASSA) .....	David Taeil Ahn
Theatre Student Union.....	Claire Brown
Student Athlete Advisory Committee (SAAC) .....	Mason Glover

**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 – Council and Committee Minutes - MOTION COUNCIL 2023-01-11:01**

Be it resolved to receive and file the following Council and Committee minutes:

- Council 2022-11-23
- Council 2022-12-07
- ECA 2022-11-21
- ESAC 2022-11-01
- ESAC 2022-11-14
- ESAC 2022-11-14
- EXEC 2022-07-29
- GOV 2022-10-28
- GOV 2022-11-18
- OCEO 2022-11-17
- SPOC 2022-12-08

**4.1.2. RATIFICATION OF REGRETS – MOTION COUNCIL 2023-01-11:02**

Be it resolved to ratify the regrets of Film Councillor “Sofi Badzio” and Behavioural Neuroscience Councillor “Aarthi Srinivasan” for the January 11<sup>th</sup> Council meeting.

**5. ADOPTION OF THE AGENDA**

**5.1 MOTION COUNCIL 2023-01-11:03**

**/Peter**

Be it resolved to adopt the agenda as presented.

**CARRIED UNANIMOUSLY AS AMENDED**

- Add ‘Consent Agenda’ item:
  - Ratification of Regrets

- Add 'New Business' items:
  - Hiring of the IEC
  - Executive Officer Signing Authority Change Over
  - Finance and Administrative Services Committee Appointment
  - ESAC Committee Councillor Appointment
- Move 'New Business' item to 6.1:
  - Executive Officer Signing Authority Change over
- Add 'Discussion items':
  - Award for Indigenous Students and International Students
  - SFU Student Climate Organizer Facing Deportation
- Move 'Old Business' before 'Reports From Committees'
- Amend 'New Business' MOTION COUNCIL 2023-01-11:14
  - Rephrased and removed the incorrect bylaws from the motion
  - Replaced 'x' with Chloe Arneson
- Move 'New Business' item to 12.7:
  - Appointment of Acting VP University and Academic Affairs
- Amend 'New Business' MOTION COUNCIL 2023-01-11:08
  - Replaced 'x' with Ayooluwa Adigun
- Strike 'New Business' item:
  - Referenda, and task the VP Internal and Organizational Development with submitting the referenda package during nomination period
- Amend 'New Business' MOTION COUNCIL 2023-01-11:09
  - Rephrase for grammatical errors
- Amend 'New Business' MOTION COUNCIL 2023-01-13: Finance and Administrative Services Committee Appointment MOTION
  - Replace 'x' with Chloe Arneson and Priyanka Dhesa
- Postpone 'New Business' item until next meeting:
  - ESAC Committee Councillor Appointment

## 6. NEW BUSINESS

### 6.1 Executive Officer Signing Authority Change Over – MOTION COUNCIL 2023-01-11:04

**SUBMITTED BY:** Acting VP Finance and Services

**/Vaibhav**

Whereas multiple Executive Committee changes have left the Society with one Executive Committee signing officer – the President;

Whereas this has resulted in delays in processing Cheque signing as Management Staff have to be signing more cheques than normal;



Whereas the Acting VP Finance and Services has encountered issues in cheque reimbursement processing due to lack of their signing authority;

Whereas Bylaw 7(12)(p) stipulates that the VP Finance is a signing authority of the Society;

Be it resolved that Council grant signing authority to Acting VP Finance and Services until the end of their term in their role as Acting VP Finance and Services;

Be it further resolved that Council task the President and Acting VP Finance and Services carry out this change with our banking partners and any other organization we have a signing authority registration(s) with.

**CARRIED UNANIMOUSLY**

- As there has been significant change to the Executive composition, the President, Abhishek, is the only non-staff signing authority; this has led to backlog of cheque signing and as such, payments.
- After discussion with Staff, it was determined that \_\_\_\_\_, the acting VP Finance and Services, should be given signing authority, to align with Policy, to improve efficiency and sign the backlog of cheques.
- Due to the cost associated with the adding a signing authority, the other Acting Executives will not be given signing authority.

**7. PRESENTATION**

**7.1 SFSS Federal Lobbying 2023**

**SUBMITTED BY:** VP External and Community Affairs “Eshana Baran”

**PRESENTED BY:** VP External and Community Affairs “Eshana Baran” and Bord Organizer “Ella Droko”

- Through lobbying, the SFSS advocates for SFU’s 27,000 undergraduate students.
- Three types of lobbying:
  - Direct Action
  - Grassroots Lobbying
  - Legislative lobbying
- The difference between Provincial and Federal legislative lobbying.
  - Provincial lobbying refers to lobbying with folks in the Provincial government. In the past, the SFSS has lobbied the Provincial government on concerns regarding the TMX pipeline or healthcare needs for International Students.

- Federal lobbying refers to lobbying with folks in the Federal government. In the past, the SFSS along with the BC Federation of Students have successfully lobbied for the elimination of interest on federal student loans.
- In February, the SFSS will be lobbying federally for four main asks:
  - Concrete plans to address inflation and improve student affordability
  - Increase finance support for International students and students with families
    - Current policies are not inclusive to International students' needs and their unique challenges.
  - Freeze tuition in order to support student affordability
  - Address food insecurity on Canadian campuses
- These asks will be addressed and raised through meetings with MPs.
  - Staff members have reached out to multiple MPs across all political parties and have confirmed two meetings with federal MPs, however, we are waiting to hear back regarding more meetings. These meetings will be in-person or virtually, mainly occurring in Ottawa.
- Timeline: February 13-16<sup>th</sup>
  - February 13<sup>th</sup>: Fly to Ottawa and meet with Indigenous community members
  - February 14<sup>th</sup>: Connect with Canadian Federation of Students
    - To build a relationship in order to lobby together in the future or work on campaigns together
  - February 15<sup>th</sup>: Meet with MPs
  - February 16<sup>th</sup>: Meet with MPs
  - February 17<sup>th</sup>: Fly to Vancouver
- The VP External and Community Affairs, Eshana, the President, Abhishek, the Board Organizer, Ella, the Campaigns Coordinator, Beaty, and one Councillor, to be appointed during Motion XXX, will be going to Ottawa to lobby federally.
  - The fees associated with this trip are coming from the ECA budget.
- To allow input from Membership, students can submit issues they are wanting to raise with government through a survey distributed by the Admin Coordinator.
- Emilio brought up concerns regarding the ask of 'tuition freezing' as the cost associated with universities are increasing, and therefore, those funds are needed. Instead, Emilio suggested to ask about keeping the initiative of 'double grant funding' available that was implemented during COVID. These extra grants will be ending in July 2023 and many students rely on this extra funding. Emilio has also had experience lobbying before and

is an available to answer questions.

- Eshana is keen to bring this forward as an ask.
  
- Abhishek, as president, is happy to write a letter stating a councillor is to be excused from academic obligations in order to lobby. However, it's up to each professor individual as to whether they would allow the student to be excused.

## 8. OLD BUSINESS

### 8.1 SFSS CLUB AND STUDENT UNION FUNDING GUIDELINES - MOTION COUNCIL 2023-01-11:05

**SUBMITTED BY:** Acting President "Abhishek Parmar"

**Abhishek/Peter**

Whereas, Member Services Advisory Committee has proofread the document titled "SFSS Club and Student Union Funding Guidelines" updated by the member services coordinators;

Be it resolved to adopt the document titled "SFSS Club and Student Union Funding Guidelines" as the "SFSS Club and Student Union Funding Guidelines" for the SFSS.

**CARRIED UNANIMOUSLY**

## 9. REPORTS FROM COMMITTEES

### 9.1 Executive Committee Report

- Executives will issue verbal reports instead of written reports for this reporting period.
  
- President: Abhishek
  - Getting more confident within the role of President
  - Meeting with management and each of the groups to provide support
  - Extremely happy to be working with a competent group of Executives
  - Meeting with the Union representative to understand the role of the Union
  - Organizing development session to be used more effectively among executives
  
- VP Internal and Organizational Development: Peter
  - Getting more comfortable with the role
  - Held first Governance meeting
  - Meet with the VP external for food insecurity project
  - Working with Staff
  - Following-up with policies concerns





- VP Finance and Services:
  - Signed cheque requests
  - Worked with and catching up on previous work for the financial office
  - Discussed matters with student care
  - Discussed potential partners for the SFSS and the food security project
  - Working to resolve issues with payroll
  - Explored companies and software to allow the SFSS to be paperless
  - Met with a lot of clubs in regards with their funding
  - Met with the finance and management staff to get the gaming lounge up and running
  
- VP External and Community Affairs: Eshana
  - Create a spring semester plan
  - \$10,000 donation for food security initiatives
    - This donation will be used for breakfast planning as well as “Munchy Mondays”, if funding is needed.
  - Spent time planning for Lobby Days
  - Spent time handing out care packages to First-Year Students
  - Club Day planning
  - Housing affordability
  - Spent a lot of time planning for issues of concern, such as housing affordability and tuition freezing
  - Potential planning for a karaoke night, depending on funding
  
- VP Equity and Sustainability: Sunghyun
  - Came back from vacation on January 11<sup>th</sup>
  - Catching up on emails and events that were missed
  - Focusing on starting sustainability meetings for the spring term
  - Preparing for interviews for an at-large member for the sustainability committee
  - Planning mental health events with other VPs
  
- VP Events and Student Affairs: Vaibhav
  - Spent time handing out care packages to First-Year Students
  - Hosted Orientation Day
  - Focused on hosting the biggest event of my term in March
  - Planning events with the VP Equity and Community affairs such as, a blood drive and pet therapy



## 9.2 CCBC Report

- The CCBC met once and made good progress

## 10. IN-CAMERA

### 10.1 MOTION COUNCIL 2023-01-11:06

Abhishek/

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

#### **CARRIED UNANIMOUSLY**

- Build SFU Legal Counsel
- Membership Audit of VPUAA
- Concerns Regarding Elections Procedure and Staffing

## 11. EX-CAMERA

### 11.1 MOTION COUNCIL 2023-01-11:07

Abhishek/

Be it resolved to go ex-camera.

#### **CARRIED UNANIMOUSLY**

## 12. NEW BUSINESS

### 12.1 SFSS Federal Lobbying 2023 – MOTION COUNCIL 2023-01-11:08

**SUBMITTED BY:** VP External and Community Affairs “Eshana Baran”

Eshana/

Whereas, there the external office is planning Federal Lobbying to Ontario;

Whereas, the lobbying trip will take place in the week of February 13<sup>th</sup>, 2023;

Whereas, there is a need for one Councillor to attend this trip;

Be it resolved for Councillor “Ayooluwa Adigun” to attend the SFSS federal lobby days 2023.

#### **CARRIED UNANIMOUSLY**

- In addition to the week of Federal Lobbying in Ontario, the group will meet four to six times, two weeks prior to February 13<sup>th</sup>, to prepare for the Federal Lobbying; this includes training, lobbying simulations and memorizing our asks. Additionally, the Councillor will be responsible to do research and reading pertaining to our asks on their own.
- During lobbying days, the group will be meeting one to two hours prior to a 30 minute lobbying appointment with a member of parliament.
- Ayooluwa nominate themselves and will attend the SFSS federal lobby days.

**12.2 Spring 2023 Referenda: SFSS By-Law Clarifications, Safeguards, and Democratization –  
MOTION COUNCIL 2023-01-11:09**

**SUBMITTED BY:** Acting VP Internal and Organizational Development “Peter Hance”

**ATTACHMENT:** VP Internal New Business [2022-01-11].docx

**Peter/**

Whereas referenda may be conducted during general or by-elections, as per Bylaw 16(3);

Whereas Bylaw 16(4) outlines that Council by a simple majority vote may place items onto spring referenda;

Be it resolved that Council approve the following resolution outlined below for Spring 2023 Referenda, and task the VP Internal and Organisational Development with submitting the referenda package during nomination period:

Whereas there have been numerous changes to By-Law passed at the October 26th, 2020 and October 27th, 2021 AGMs;

Whereas there have been several areas found in the By-Laws where more clarity is required to ensure that SFSS By-Laws are able to be clearly understood;

Be it resolved that the Society approve the following changes to the SFSS By-Laws: Amend By-Law 4(9) to read “Each Member in good standing of the Society shall be entitled to vote at the Members’ Meeting. In order to exercise their vote, the Member shall be present at the meeting at the time the vote is put, and no votes by proxy shall be allowed.”

Amend By-Law 2(6) by replacing the words “majority vote of Council” with “four-fifth (4/5) majority vote of Council”

Amend By-Law 6(24) by adding in a new subsection 6(24)(h) that reads “Alternates must be members in good standing of the Society.”

Amend By-Law 13(3) to read “Members may not concurrently hold office as a voting member on the Executive Committee and as a member of a Student Union’s or Constituency Group’s executive.”

Amend By-Law 13(7) to read “The Independent Electoral Commission shall consist of at least one Chief Commissioner, who shall act as Chair, and no less than four other Commissioners”

Amend By-Law 13(7)(a) to read “No current member of, or candidate for, Council, a Student Union Executive, or a Constituency Group Executive may serve as a member of the independent electoral commission”

Amend By-Law 13(7)(c) to read “All members of the Independent Electoral Commission shall be elected by two thirds (2/3) majority vote of Council by the end of the summer semester.”

Amend By-Law 13(7) by adding a new subsection 13(7)(e) that reads “The membership and composition of the IEC shall be subject to limitations via regulation.”

Amend By-Law 13(7) by adding a new subsection 13(7)(f) that reads “No member of the IEC may campaign for or on the behalf of candidates or, if slates are permitted by regulation, slates.”

Amend By-Law 15(1) to read “If any member of Council or the Executive Committee ceases to be a Member in good standing of the Society, their resignation shall be deemed to have been delivered to and accepted by Council and Council shall declare the position vacant forthwith.”

Amend By-Law 22(1) to read “In the event of a conflict between these By-Laws and any Regulation, resolution of Council or the Executive Committee, or the provisions of any Student Union or Constituency Group Constitution or By-Laws, the terms of these By-Laws shall prevail.”

**CARRIED UNANIMOUSLY**

- At the last Governance meeting, changes were made to replace ‘his/hers’ clauses with ‘they’ for inclusivity.

**12.3 Spring 2023 Referenda: Council E-Voting – MOTION COUNCIL 2023-01-11:10**

**SUBMITTED BY:** Acting VP Internal and Organizational Development “Peter Hance”

**ATTACHMENT:** VP Internal New Business [2022-01-11].docx

**Peter/**

Whereas referenda may be conducted during general or by-elections, as per Bylaw 16(3);

Whereas Bylaw 16(4) outlines that Council by a simple majority vote may place items onto spring referenda;

Be it resolved that Council approve the following resolution outlined below for Spring 2023 Referenda, and task the VP Internal and Organizational Development with submitting the referenda package during nomination period

Whereas the process of voting, especially if votes are needed to be conducted via roll-call vote due to their contention, is inefficient compared to electronic voting;

Be it resolved that the Society approve the following changes to the SFSS By-Laws:

Amend By-Law 6(23) by adding a new subsection 6(23)(a) that reads: “Notwithstanding, Council and its committees may select to use electronic voting means as long as:”

Amend By-Law 6(23)(a) by adding a new sub-subsection 6(23)(a)(i) that reads “The platform used is approved by two-thirds (2/3) majority vote of Council”

Amend By-Law 6(23)(a) by adding a new sub-subsection 6(23)(a)(ii) that reads “Council may revoke its approval of an electronic voting method by a two-thirds (2/3) majority vote of Council”

Amend By-Law 6(23) by adding a new subsection 6(23)(b) that reads “In the event that a result of a vote taken by electronic means is inconclusive, the presiding Chair shall order a re-vote by either roll call vote, or unanimous consent.”

**CARRIED UNANIMOUSLY**

- This motion was the same as previously brought forward, as there was no reason to change it.
- This motion was brought forward to allow for the use of E-Voting.
- E-Voting is efficient and allows for roll call votes to be carried out faster with no human error.

**12.4 Spring 2023 Referenda: Grammar Error, Typographical Error, and Reference Corrections in By-Laws - MOTION COUNCIL 2023-01-11:11**

**SUBMITTED BY:** Acting VP Internal and Organizational Development “Peter Hance”

**ATTACHMENT:** VP Internal New Business [2022-01-11].docx

**Mover / Seconder**

Whereas referenda may be conducted during general or by-elections, as per Bylaw 16(3);

Whereas Bylaw 16(4) outlines that Council by a simple majority vote may place items onto spring referenda;

Be it resolved that Council approve the following resolution outlined below for Spring 2023 Referenda, and task the VP Internal and Organizational Development with submitting the referenda package during nomination period;

Whereas there have been numerous changes to By-Law passed at the October 26th, 2020 and October 27th, 2021 AGMs;

Whereas minor typographical errors, grammar errors, and errors in by-law referencing have been found after a thorough review of the By-Laws;

Be it resolved that the Society approve the following changes to the SFSS By-Laws:

Amend By-Law 2(8) to read “An Associate Member is in good standing if they have paid the Society fees and any Society fines and penalties.”

Amend By-Law 4(3)(d) by replacing “Vice-President Finance’s” with “Vice-President Finance and Services”

Amend By-Law 4(4) by replacing “By-Law 4(1) [a]-[f]” with “By-Law 4(3) [a]-[f]”

Amend By-Law 6(11)(a) by replacing “the Council” with “Council”

Amend By-Law 7(2) by replacing “the Council” with “Council”

Amend By-Law 7(4) by replacing “the Council” with “Council”

Amend By-Law 7(10)(h) and 7(10)(o) by striking all occurrences of the phrase “the Council” and replacing them with “Council”

Amend By-Law 7(10)(o) by replacing “Executive Committee” with “the Executive Committee”  
Capitalize the first letter of both By-Law 7(10)(c) and 7(10)(d)

Amend By-Law 7(11)(d) by replacing “General Meetings” with “Members’ Meetings.”

Amend By-Law 7(11)(f) by replacing “the Council” with “Council”

Amend By-Law 7(11)(g) by replacing “Constituency groups” with “Constituency Groups”

Amend By-Law 7(11)(l) to read as follows: “Perform any other duties as outlined in the Bylaws, regulations, or as assigned by Council or the Executive Committee.”

Amend By-Law 7(14)(d), 7(14)(e), 7(14)(g), 7(14)(i), 7(14)(l), and 7(14)(r) by replacing all occurrences of the words “the Council” with “Council”

Amend By-Law 7(14)(r) by replacing “Executive Committee” with “the Executive Committee”

Amend By-Law 7(13)(a) by replacing “the Council” with “Council”

Amend By-Law 7(13)(j) by replacing “Vice President Academic and University Affairs” with “Vice President University and Academic Affairs.”

Amend By-Law 7(13)(k) by replacing “the Council or Executive Committee.” with “Council or the Executive Committee.”

Amend By-Law 7(14)(i) to read as follows: “Perform any other duties as outlined in the Bylaws, regulations or assigned by Council or the Executive Committee”

Amend By-Law 7(15)(e) by replacing “elected term” with “fiscal year.”

Amend By-Law 7(15)(i) by replacing “the Council” with “Council”

Amend By-Law 7(15)(m) by replacing “the Council or Executive Committee” with “Council or the Executive Committee”

Amend By-Law 7(16)(g) by replacing “the Council or Executive Committee.” with “Council or the Executive Committee.”

Amend By-Law 8(3)(a)(ii) by replacing “the Council” with “Council”

Amend By-Law 9(1) and 9(2) by replacing “the Council” with “Council”

Amend By-Law 13(8)(c) by replacing “elections” with “Executive Committee Elections”

Amend By-Law 15(4) to read “Notice of impeachment proceedings for an executive officer shall be the same as is required for a special resolution.”

Amend By-Law 15(5)(a) by replacing “the Council” with “Council”

Amend By-Law 17(1)(d) by replacing “by-laws” with “By-Laws”

Amend By-Law 17(1)(d)(ii) by replacing all occurrences of “General Meeting” with “Members’ Meeting”



Amend By-Law 18(1) by replacing “the Council” with “Council”

**CARRIED UNANIMOUSLY**

**12.5 Hiring of the IEC – MOTION COUNCIL 2023-01-11:12**

**SUBMITTED BY:** Acting President “Abhishek Parmar”

**Abhishek/Brydan**

Whereas Council approved the hosting of an election/referendum during the Spring semester, with the voting dates scheduled for 3 consecutive days; February 14<sup>th</sup>, 15<sup>th</sup> and 16<sup>th</sup>;

Whereas an IEC must be appointed to ensure that there are individuals overseeing the Election for SFSS Executive Officers;

Whereas By-Law 13(7)(c) states that “All members of the Independent Electoral Commission shall be elected by two thirds (2/3) majority vote of Council”;

Whereas the IEC consists of 1 Chief Commissioner and 4 Electoral Commissioners;

Whereas Staff and Relevant Executives have already hired a new Chief Commissioner and Commissioner, but they need to be formally appointed by Council;

Be it resolved to appoint Alan Wong as the Chief Commissioner of the IEC effective immediately, with a term ending on May 31, 2023.

Be it further resolved to appoint Noor Eeman along with Tanishvir Singh, Nadia Ahmed, and Shayan Bombal as IEC Commissioners effective immediately, with a term ending on May 31, 2023.

**CARRIED UNANIMOUSLY**

**12.6 Finance and Administrative Services Committee Appointment – MOTION COUNCIL 2023-01-11:13**

**SUBMITTED BY:** Acting VP Finance and Services

**/Sunghyun**

Whereas the Finance and Administrative Services Committee has two vacant Council positions;

Be it resolved that Council appoint Councillors Chloe Arneson and Priyanka to serve on this committee for the rest of the 2022-2023 fiscal year.

**CARRIED UNANIMOUSLY**

- Chloe Arneson and Priyanka Dhesa were nominated and appointed



### 12.7 Appointment of Acting VP University and Academic Affairs – MOTION COUNCIL 2023-01-11:14

**SUBMITTED BY:** Acting President “Abhishek Parmar”

**Abhishek/**

Whereas according to the by-laws "If any member of Council or the Executive Committee ceases to be a Member in good standing of the Society, her or his resignation shall be deemed to have been delivered to and accepted by the Society, and the Council or Executive Committee Chair shall declare the position vacant forthwith";

Whereas the position of VP University and Academic Affairs needs to be filled to fulfill the duties of the VP University and Academic Affairs portfolio;

Be it resolved to appoint Councillor Chloe Arneson as the Acting VP University and Academic Affairs until the end of the 2022/2023 term.

#### **CARRIED UNANIMOUSLY**

- Emilio, Chloe and Shariq were nominated.
  - Emilio vows to support other Executives while working on advocacy within the role. Additionally, Emilio is eager to explore scholarship opportunities for students with disabilities.
  - Chloe has previously worked with the SFSS through ‘The Peak’ and has interviewed the previous position holder, therefore, has a great understanding of the role.
  - Shariq has an extensive overview of the SFSS and SFU’s policies through his experience with the Senate. Shariq is also eager to extend the portfolio of the role and would like to implement the posting of the exam schedule to coincide with enrollment.
  
- All nominees were asked how they will remain neutral and not allow partisanship to affect their duties as an executive. All three nominees stated that they are independent and that they solely want to represent the students.
  
- All nominees were asked how they will contribute to a positive atmosphere within Council and not recreate the concerns of previous Executives.
  - Emilio will be available for contact from members and the university as well as not allow other Executives to take on extra work outside of their own portfolios.
  - Chloe vows to not recreate the atmosphere of the previous Council.
  - Shariq will be productive and act professionally, rather than letting personal issues prevent them from carrying out the workload.

- All nominees were asked how they will ensure marginalized student voices are heard.
  - Shariq will ensure there is space for these folks within the UAA committee to hear their perspective and ideas.
  - As Chloe is a member of CAL, she will bring her own experiences to the committee and is also very keen to listen to marginalized folks' unique concerns.
  - Emilio is also a member of CAL . Emilio wants to work collaboratively with marginalized folks as well as implement a scholarship with CAL.
  
- All nominees were asked how they will ensure not to allow their own biases dictate their own actions within in the role.
  - Chloe will ensure to lead with open communication, especially when disagreements occur.
  - Emilio will act within policies and ensure to work collaboratively
  - Shariq will follow Council prerogative and ensure to address the needs of the students.
  
- All nominees were asked what three advocacy initiatives they are wanting to work on within the role.
  - Emilio would like to set-up an Indigenous initiative Fund, similar to a fund that he started at BCIT. Additionally, Emilio would want to work on food security and a scholarship for folks with disabilities.
  - Shariq would like to make resources more accessible to students at the SFU level. Shariq does not necessarily have three major concerns.
  - Chloe would hope to address student's concerns regarding accessibility, the environment and communication between SFU and the SFSS.
  
- Chloe was appointed Acting VP UAA with 18 votes, while Emilio received 7 votes and Shariq received 3.

## 13. DISCUSSION ITEMS

### 13.1 Federal Lobbying 2023

- No further questions regarding Federal Lobbying

### 13.2 Stipend Withholdings Update From the VP Finance and Services

- Nikki is no longer executive because she was deemed not a member for the past two semester.
- Due to Nikki's failure to attend or send regrets to numerous Council and Executives meetings as well as her failure to send bi-weekly work reports for the past 8 weeks, her stipend was reduced and then later held.
- As of last Friday, January 6<sup>th</sup> 2023, Nikki is no longer an Executive.

### **13.3 Award for Indigenous Students and International Students**

- Eshana is currently consulting with various groups. Additionally, Eshana and Abhishek are wanting to bring the award forward to SFU for the university to match it.
- This award was created after discussing how the SFSS can support the IRSS within our own community.

### **13.4 Student Climate Organizer Facing Deportation**

- Due to peacefully protesting the pipeline, an International student is facing deportation.
- This student initiated the hunger strike that successfully led SFU to divest against fossil fuels.
- It is Council's duty to care about our community and therefore, we should support this student.
- Eshana is currently looking into how the SFSS can best support this student.

## **14. New Business**

### **14.1 ESAC Committee Councillor Appointment – MOTION COUNCIL 2023-01-11:15**

**SUBMITTED BY:** Acting President "Abhishek Parmar"

**Vaibhav/Abhishek**

Whereas the Linguistic Councillor has resigned from both Council and ESAC, thus leaving one Councillor seat vacant;

Be it resolved to appoint 'x' to serve on this Committee for the fiscal year 2022/2023.

**CARRIED/NOT CARRIED/CARRIED AS AMENDED**

- Postponed

## **15. 30 MINUTES Q&A**

- No questions were asked

## **16. ANNOUNCEMENTS**

**16.1 Launch of Munchie Mondays.**

**16.2 Cognitive Science Councillor "Aaron Fung" Leave Of Absence from 01-08-2023 to 02-06-2023.**

## **17. ATTACHMENTS**

**17.1 External – SFSS Federal Lobbying BN.docx.pdf**

**17.2 VP Internal New Business [2022-01-11].docx**

**17.3 SFSS Club and Student Union Funding Guidelines – January 5, 2023.docx**

**18. ADJOURNMENT**

**18.1 MOTION COUNCIL 2023-01-11:16**

**Abhishek/Eden**

Be it resolved to adjourn the meeting at 8:55pm.

**CARRIED UNANIMOUSLY**

- | has abstained from the motion
- Mark votes in favour

## SFSS CLUB AND STUDENT UNION FUNDING GUIDELINES

### TYPES OF FUNDING

Trust Account	Clubs & Student Union Grant Funding*	Core Funding (Student Unions Only)	Resource Funding (Clubs Only)	Petty Cash (Clubs Only)
<p>Money that belongs to the club or student union that is held by the SFSS.</p> <p>If the group disbands, the amount will be absorbed by the SFSS.</p> <p>Can be used at the group's discretion, including for items the SFSS does not reimburse people for (gasoline, alcohol, etc.).</p> <p>Each club needs 2 executives to sign off on reimbursements from this account; at least 1 executive must have fund/facilities authority.</p>	<p>Must be requested by an executive with fund/facilities authority.</p> <p>Must be submitted 10 business days before the event if requesting \$1,000 or less, or 20 business days for amounts over \$1000.</p> <p>Awarded for a specific event or project. Cannot be used to cover expenses it was not intended for.</p> <p>Cannot be donated to charity or spent on alcohol.</p> <p>For student unions, requests under \$100 will not be approved and must be paid from Core Funding.</p>	<p>Activated each semester once clubs upload the first meeting minutes into the portal <b>and update the executive member list</b> with the SFSS. Amount is pro-rated if the meeting happens later in the semester.</p> <p>The decisions on core funding spending are made by the student union, as long as it was voted on at a quorate meeting.</p> <p>Restrictions:</p> <ol style="list-style-type: none"> <li>1. Money can't be donated off-campus.</li> <li>2. Only 30% of your semesterly allocation can be spent on alcohol.</li> <li>3. No gas expenses.</li> </ol> <p style="color: red;"><b>Expires on April 30th each year.</b></p>	<p>\$400 provided to every club each semester.</p> <p>Can only be used for venue, A/V, printing costs, or SFU locker rental costs.</p> <p>Expires at the end of every semester and is automatically renewed each semester. Unused amounts at the end of each semester do not carry over.</p> <p>Cannot be used for charitable donations, catering/food expenses, etc.</p>	<p>\$100 provided to every club each semester.</p> <p>Can be spent on snacks (pizza, chips, etc.) decorations, or other small expenses (no alcohol or controlled substances or other prohibited reimbursements mentioned in guidelines)</p> <p>Expires at the end of every semester and is automatically renewed each semester. Unused amounts do not carry over.</p> <p>Cannot be used for charitable donations.</p>

**\*Excludes Accessibility Committee Grant Funding**

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## **GENERAL FUNDING POLICIES**

### **Submission Deadlines**

Grants must be submitted at least 10 business days before the date of the event/project if the amount requested is under **\$1500** (not including the date of submission).

Grants must be submitted at least 20 business days before the date of the event/project if the amount requested is **\$1500 to \$4999** (not including the date of submission).

**Grants must be submitted at least 40 business days before the date of the event/project if the amount requested is \$5000 and over (not including the date of submission).**

### **Changes to Grants**

**Revisions can be made to a grant request by emailing a Member Services Coordinator with the requested changes.**

**Member Services Coordinators should be notified if there are changes to the event location, the date and time of the event, the types of items being requested, the quantity of items, dollar amounts requested, number of attendees, and the revenue reported.**

If the nature of the event/project changes entirely, the grant will be rejected/revoked, **or changed back to "draft" status** and groups must submit a new request within the appropriate deadlines.

Changes to the amount of funding will not be permitted after the grant has been approved.

### **Grants for External Projects/Events**

For events with external guests, only costs associated with external guests who provide services directly related to the event will be covered (e.g. guest speakers, judges).

Costs for external attendees will not be covered (e.g. students from other schools, other members of the public who are not SFU students).

Projects that do not directly engage SFU students (e.g. care packages for charities, events geared toward high school students/children, etc.) will receive limited funding and grants will be decided on a case by case basis.

### **Alcohol and Drugs**

No SFSS funding can be used for the purchase of alcohol and/or any controlled substance(s).

### **Lost, Stolen, or Damaged Items**

The SFSS will not be held liable for items purchased with funds from an approved grant if they are lost, stolen, or damaged. Groups must pay out of pocket for replacements.

### **Conflict of Interest**

A conflict of interest exists where a club or student union executive directly benefits or profits from decisions made in their role as executive. Conflicts of interest may also arise when the benefit is being given to executives of other clubs and student unions, SFSS Board Members, or Council Members. SFSS executives should not personally benefit directly from SFSS funding. Where there is a conflict of interest, funds will not be approved; this applies to but is not limited to honorariums, speaker gifts, and prizes. Group trust account funds or personal funds can be used.

### **Constraints on Approval**

Grants will not be approved until the room booking for the event venue is confirmed, if the venue is on SFU campuses. If contracts need to be signed for off-campus event venues, this should be provided to the SFSS for review and approval prior to the submission of a grant. Club and Student Union Executives have no signing authority.

Grants will not be approved for events or projects that have already taken place before the grant is approved. Retroactive expenses will not be reimbursed. Funds will only be reimbursed for expenses incurred after the grant is approved.

Grant funding for SFU services and related fees (e.g. catering, AV, Facilities, venue costs) will only be approved if the venue was booked through the SFSS. If groups are booking rooms and spaces through a different SFU department, they will have to fund these costs themselves; SFSS will only fund non-SFU related expenses in this case.

### **SFSS Community & Inclusivity**

Grant applications must demonstrate a link to the SFSS Mission: "To improve the health and wellbeing, academic conditions, social experience, and financial conditions of its members". Events and projects must be open to all SFSS members. Applications must be complete or they may not be considered.

Events and projects must align with the [SFSS Issues Policies](#).

## **Revenue**

If the event/project is generating revenue, it cannot benefit a private group or individual. This means that the funds cannot be used for something or someone that does not benefit the group members — it cannot be for your own business or personal profit. The entire estimated revenue amount must be reported in the "Budget" section of the grant form, and any remaining revenue should be deposited into the group Trust Account or reported to the Coordinators and deposited into the group's external bank account after the event is over. Executives members should not be placing group funds into their own personal bank accounts. SFSS funds should always be placed in the group's Trust Account provided by the SFSS or the group's external bank account.

## **Funding Vs. Orders**

Grants are not a means for submitting actual orders - they are just a means of getting funding approved. This means that if you request funding for AV equipment and venue costs in the grant, additional steps will have to be taken to request the AV equipment or the venue itself. Grant approval means that funding for the event has been approved, but does NOT mean that your orders have been submitted or confirmed. Those orders must be submitted to the SFSS Student Centre within the appropriate deadlines.

## **Annual Funding Limits & Fiscal Year**

The SFSS fiscal (financial) year runs from May 1 until April 30 of the following year. Funds that are approved on an annual basis are approved for a fiscal year, not a calendar year.

*E.g. If a group received the maximum funding for t-shirts for the fiscal year, they would not be approved for funding for t-shirts again until the next fiscal year starts on May 1, not on January 1.*

## **Reimbursement**

In order to be reimbursed from SFSS funds, groups must submit the required Cheque Requisition form, along with itemized, original receipts (no photos or scanned copies), and any additional paperwork required by the SFSS Student Centre.

The forms and receipts must be submitted no later than 60 days after the date of the event.

## **Insufficient Funding**

If a group incurs event charges from SFU MECS that exceeds the amount of grant funding approved and the balance of their other funds (Resource Funding, Petty Cash, or Core), the outstanding charges will be deducted from their Trust Account. If the Trust Account does not have sufficient funds to cover the costs, the group will be asked to make a deposit into the account to offset the negative balance.



## **POLICIES FOR STUDENT UNIONS ONLY**

Grant applications under \$100 will not be approved and must be paid from Core.

Core contribution of 10% of the grant amount is required from larger SUs and CGs, 5% from smaller DSUs.

## **POLICIES FOR CLUBS ONLY**

### **Club Resource Funding**

**Definition:** A set amount of funding that every club gets every semester to fund certain costs.

#### **Policy/Guidelines:**

- What is covered: venue rental costs, audio visual equipment rental (SFU A/V, and L&M, or other credible external companies), printing costs, and locker rental from SFU Recreation (with valid invoice and receipt).
- Cannot be used for purchasing items; can be used for rental/service costs only.
- **Printing over \$50 must be done by SFU Document Solutions.**
  - **If based at Surrey Campus, groups may submit their print orders online and arrange for the printing to be mailed to the SFSS Surrey Coordinator's office, where it can be picked up by the group.**
  - **If SFU Document Solutions is unable to accommodate the printing request, groups must notify the Member Services Coordinators, and they can have their print orders fulfilled by a different commercial print shop.**
- **Printing under \$50 can be completed at any other commercial print shop. Printing done at home or at a library will not be reimbursed.**
- All other items will not be covered.
- Max. \$400 every semester. Unused amounts will not carry over.

### **Club Petty Cash**

**Definition:** A set amount of funding that every club gets every semester to be spent on almost any club expense, except for items not covered (e.g. alcohol, gasoline, etc.)

#### **Policy/Guidelines:**

- Max. \$100 every semester. Unused amounts will not carry over.
- Itemized receipts are required for reimbursement
- Cannot be used to pay any individual where there is a conflict of interest (see definition).

## **Club Travel, Accommodations, Conference, Competitions**

**Definition:** Entrance fees for workshops, events, conferences, and competitions related to the mandate of the student group, and accommodations and travel costs associated with attending these events.

### **Policy/Guidelines:**

- Travel costs that are covered: airfare, chartered bus, public transportation, taxis, licensed ride-shares (E.g. Uber, Lyft), trains, ferries, or other insured commercial driving services.
- Travel costs that are not covered: any costs associated with the use of a personal vehicle, private transportation for local events in the Metro Vancouver area, or car rental, car shares (e.g. Evo, Modo, Car2Go), charging stations, gas. Parking fees will not be covered.
- Accommodations that are covered: hotels, motels, licensed establishments.
- Accommodations that are not covered: Airbnb rental, private residences.
- Up to \$150 per person per semester; max. \$1000 per semester per club.
- Cannot be combined with student union Travel and Conference funding unless approved by the SFSS Council.

**CLUB AND STUDENT UNION FUNDING GUIDELINES**

**Apparel/Branded Items - Printed Merchandise**

**Definition:** Clothing or items that have the club/student union logo on it (t-shirts, hoodies, pens, etc.). Items must not be for single-use/specific events; they must be intended for long-term/multi-purpose use. Items must be of a reasonable cost; designer brands and luxurious brands will not be approved.

Categories cannot be combined to receive more funding. E.g. T-shirts and hoodies cannot be classified as “large merchandise items” to gain additional funding to t-shirts or hoodies.

**Policy/Guidelines:**

<b>Large merchandise items</b> (e.g. reusable water bottles, tote bags)	Will fund up to \$300 per <b>fiscal</b> year.
<b>Small merchandise items</b> (e.g. lanyards, post-it notes, pens, hand sanitizer, <b>face masks</b> )	Will fund up to \$250 per <b>fiscal</b> year.
<b>T-shirts</b>	\$10 per person, to a maximum of \$200 per <b>fiscal</b> year.
<b>Hoodies</b>	\$30 per person, to a maximum of \$300 per <b>fiscal</b> year.
<b>Jerseys</b>	\$40 per person, to a maximum of \$400 per <b>fiscal</b> year.

**Audio Visual Equipment & Instrument Rental**

**Definition:** Audio visual equipment and instrument rental provided by SFU and Long & McQuade, and any other approved external rental companies.

**Policy/Guidelines:**

- Not covered: smoke or fog machines.
- Funding for external AV will be subject to approval by the SFSS/SFU.
- For instrument rentals, 80% of the cost will be covered.
- The rental amount must be reasonable for the scope of the event.
- Total amount approved will be discretionary, but groups are encouraged to use their Resource Funding first.

**Campsites**

**Definition:** A licensed campsite where groups will be camping overnight.

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**Policy/Guidelines:**

- Up to \$10 per person, per night for campsite fees; max. \$200 per night; max. \$1000 per semester.

**Clubs Days**

**Definition:** Materials purchased for use during SFSS Clubs Days, such as art supplies, decorations, candy, snacks, etc.

**Policy/Guidelines:**

- Maximum of \$50.00.
- No additional funds for free giveaway swag.

**Decorations**

**Definition:** Any materials that are used to visually enhance the appearance of the venue.

**Policy/Guidelines:**

- Up to a maximum of \$50 per standard event. Decorations for large scale events will be covered under “Large Scale events”.
- Not covered: Any materials that do not adhere to the SFSS values; no photo booths, no decorations for meetings - must be for events.

**Equipment, Supply, Software & Subscriptions Purchases**

**Definition:** Equipment and supplies are items that are purchased. Equipment must be essential to the operation of the club and a proposal must be submitted (e.g. walkie talkies, tools, microphones, arts and crafts, sporting goods, hardware, software, subscriptions).

**Policy/Guidelines:**

- These items will be provided on a case by case basis and the items will remain the property of the SFSS. Items must be securely stored with the SFSS, SFU, or approved external storage sites.
- Examples of software and subscriptions: Discord, Canva, Slack, Gmail business account.
- A letter of agreement must be signed by a coordinator and executive of the group for certain items.
- Maximum of \$1000 per fiscal year.

## **Facilities**

**Definition:** Equipment, furniture, and services provided by SFU Facilities or a licensed external provider (e.g. tables, chairs, cleaning, electricity, rolling boards, fencing, etc.).

### **Policy/Guidelines:**

- For Burnaby and Vancouver events, all necessary costs for furniture, equipment and services provided by SFU Facilities will be covered on a case by case basis.
- If an external provider is used, then the costs must be included in a grant request.
- For Surrey events, groups must include all facilities costs in their grant request.
- For larger events where a group incurs costs that are a lot larger, the funding will be decided by looking at the event as a Large Scale Event.

## **Food**

**Definition:** Any meal component, eaten at any of the regular occasions in a day when a reasonably large amount of food is eaten, such as breakfast, lunch, or dinner; including drinks, but not including non-alcoholic beverages.

### **Policy/Guidelines:**

- Covers meals that are ordered from any restaurant with a valid operating permit/license.
  - ~~This includes groceries for cooking as long as there is a valid “Food permit”, and at least one member who is assisting with the food preparation must possess a valid “Food Safe” certification.~~
  - Funding for bake sales, potlucks, and other home cooked meals will not be funded.
  - Food items purchased for barbeques will be funded only if the group has a valid food permit approved by Fraser Health, and the members preparing the food possess a valid Food Safe Certification.
- Alcohol is not covered, or any items included in the *Controlled Drugs and Substances Act*.
- For events **open to the membership/community**: Funding is heavily based on the number of confirmed members in the student group, and other attendees will be taken into consideration.
  - \$15 per person, up to \$500 per event, for up to 2 events per semester.
  - \$10 per person, up to \$300 for each event thereafter, for up to 3 events per semester.
  - No more food funding after fifth event.

- Snacks and drinks, combined will be granted up to \$4 per person, maximum \$600 per event.
- Funding for food and snacks cannot be approved for the same event.
- For club executive socials/events: \$10 per person, up to \$200 per semester.
- For general membership/executive meetings: Up to \$25 per week for weekly meetings; up to \$50 for monthly meetings. The funding is for shareable food only (e.g. pizza, snacks), and is not for individual meals for attendees.

## **Fundraising**

**Definition:** Raising money for a charity or the group's future events/projects through selling products or hosting events.

### **Policy/Guidelines:**

- For large scale fundraising events that are raising money for a charity, only hard costs (e.g. machine rentals) will be covered as long as they are necessary for the functioning of the event. Consumables and variable costs in charity fundraisers will need to be covered by the funds raised.
- For small scale events that are raising money for a charity, or any event that is raising money for the group's own funds, hard costs and a portion of variable costs may be covered.
- Profits generated from the fundraising event must be deposited into the group's trust account or external bank account and reported to the Member Services Coordinators; if donated directly to a charity, a donation receipt must be sent to the Member Services Coordinators.
- Events that are "by donation" will be considered to be events that are not generating any revenue, since revenue is not guaranteed.
- For fundraisers where the money earned will more than cover the costs and allow enough "profit" to be donated to charity/to be saved, we will not cover the costs (e.g. Krispy Kreme donuts).
- Bake sales are not allowed due to risks associated with food allergens and food safety, in addition to conflicts with SFU vendors.

## **Games**

**Definition:** Video games, board games, supplies for event games.

### **Policy/Guidelines:**

- Games must be kept and stored and reused.
- Board Games:
  - Maximum \$50 per semester for groups that are not centred around gaming.

- Maximum \$150 per semester for groups that are centred around gaming.
- Video Games:
  - Maximum \$50 per semester for groups that are not centred around gaming.
  - Maximum \$150 per semester for groups that are centred around gaming, as long as the game relates to their mandate and can be reused.
  - Will not fund video games for individual use/personal accounts.
  - Not covered: Aesthetic upgrades for video games; Pay-to-Win (games where benefits/skills are gained from payment).

### **Honorariums**

**Definition:** An honorarium is a payment given for professional services that are rendered nominally without charge. The honorarium is like a “thank you” gift. There is no liability or legal obligation to pay the honorarium for the services; the services provided are voluntary and the student group should not be invoiced for them. The person/group receiving the honorarium should not be asking for money in exchange for their services.

### **Policy/Guidelines:**

- Maximum of \$400 per semester.
- If the honorarium is for paying a DJ or photographer or any other professional providing similar services, the maximum is \$300 for the first event, \$200 for the second event, and \$100 for the third event.
- Honorariums cannot be paid to any individual where there is a conflict of interest (see definition).

### **Large Scale Events**

**Definition:** Defined on a case by case basis. In general, an event with a large number of attendees that might be hosted at an upscale venue. (e.g. Galas, networking events, conferences, festivals, concerts, etc). Factors that may result in an event being designated as “Large Scale” may include, but are not limited to, the number of attendees, the venue being utilized, the amount of funds being requested or provided, the activities included in the event, the duration of the event, special guests in attendance, and amount of administrative support.

### **Policy/Guidelines:**

- We would consider covering reasonable costs for items **excluding** (but not limited to) alcohol, gasoline, car rental.
- Dollar amounts/thresholds: **\$5,000** before this request needs to be brought to the SFSS Board/Council, processing times will be subject to review times required by the SFSS Board/Council.

## **Leisure Entrance Fees**

**Definition:** Fees that are paid to enter an establishment for recreational purposes (e.g. PNE, aquarium, Science World, etc.).

### **Policy/Guidelines:**

- Will fund up to 50% of the cost to a limit of \$400 per semester, unless it is directly tied to the group's mandate.
- If it is necessary for the group to function and is at the core of their mandate, up to 75% of the cost will be funded, to a maximum of \$800 per semester.
- What is not covered, including but not limited to: gun ranges, archery, go-karting, any establishment involving controlled substances.
- May not be approved based on SFSS insurance coverage.

## **Printing**

**Definition:** The costs associated with the production of books, posters, newsletters, and other printed materials.

### **Policy/Guidelines:**

- Printing over \$50 must be done by SFU Document Solutions.
  - If based at Surrey Campus, groups may submit their print orders online and arrange for the printing to be mailed to the SFSS Surrey Coordinator's office, where it can be picked up by the group.
  - If SFU Document Solutions is unable to accommodate the printing request, groups must notify the Member Services Coordinators, and they can have their print orders fulfilled by a different commercial print shop.
- Printing under \$50 can be completed at any other commercial print shop. Printing done at home or at a library will not be reimbursed.
- **Banners:** Up to \$400 for any banner, used for promotion. Banners must benefit all group events and cannot fund a banner for one-time use.
  - A maximum of 1 banner per group can be covered by SFSS funding every 5 years (exceptions: theft/rebranding, etc.). In the case of requesting a replacement banner for a stolen banner (before 5 years is up), the proper evidence and supporting documentation must be submitted, including police and SFU Security incident report numbers. Approval for the replacement banner is discretionary.
  - Lost/damaged replacement banners will not be granted.
  - Clubs may only rebrand every 5 years.



- Maximum \$250 per semester for any other general printing costs.
- Printing must adhere to the SFSS Branding Guidelines and Policies.

### **Prizes**

**Definition:** Gift cards and/or other small items which are given away to the attendees of an event.

#### **Policy/Guidelines:**

- Not covered: gambling, controlled substances.
- No cash prizes.
- Maximum \$50 per event; Maximum \$150 per semester.
- Prizes cannot be given to any individual where there is a conflict of interest (see definition).

### **Projects**

**Definition:** Ongoing, long term, joint activity that the group has chosen to initiate, that is not related to the group administration. The project must be in line within the group's mandate. The scale of the project must be reasonable for the group that requests it.

#### **Policy/Guidelines:**

- The group must fund a minimum of 25% of the project through self-funding or external sponsorships. A maximum of \$2,000 will be granted per semester for projects.
- Personal projects and projects for class projects will not be covered.
- The assessment of whether a project falls within a group's mandate will be subject to the discretion of a coordinator.

### **Promotional Material**

**Definition:** Using different media for promotions of the group, an event, or project.

#### **Policy/Guidelines:**

- Maximum \$80.
- Will cover social media ads and print ads.
- Separate from printing their own posters; that will be covered under "Printing".

### **Religious/Spiritual Texts**

**Definition:** Religious/spiritual literature that promotes specific religious beliefs.

#### **Policy/Guidelines:**

- Will fund if it is a necessary resource for club functioning. Maximum allowance \$400 per

- SFSS fiscal year.
- Will not fund if distributing.

### **Security**

**Definition:** Costs of security services from SFU Campus Public Safety (SFU CPS) as well as external providers under the discretion of SFU CPS. Also includes extra security services from the JRG group for pub nights at The Study.

#### **Policy/Guidelines:**

- Up to a maximum of \$500 for the entire event.
- We will not cover the cost of security for external providers who are not approved by SFU CPS or the SFSS.

### **Speaker Gifts**

**Definition:** Speaker gifts are any (non-monetary) gifts given to thank guest speakers/professionals invited to events.

#### **Policy/Guidelines:**

- Alcohol cannot be given as a speaker gift.
- Speaker gifts cannot be paid to executives of a club or student union, or any individual where there is a conflict of interest (see definition).
- Maximum \$100 per event; \$250 per semester.

### **Streaming/Casting Services**

**Definition:** Gaming clubs often require streaming services so that their gaming events can be broadcast and shared online to multiple viewers. Casting services may be included, which means the provider speaks to the audience and adds commentary, directs the in-game camera and entertains the audience.

#### **Policy/Guidelines:**

- Maximum \$400 per event.
- Maximum \$800 per semester.
- Service fees cannot be paid to executives of a club or student union, or any individual where there is a conflict of interest (see definition)

### **Training Costs for Classes/Workshops**

**Definition:** Classes or workshops that will enhance peoples' skills and knowledge or provide a certification. Not including workshops/classes subsidized by SFU and SFSS.

#### **Policy/Guidelines:**

- Maximum of \$50 per person per semester. Maximum of 5 people per semester.
- The training must be aligned with the group mandate. Must explain what value it brings to the individual/group.

## **Venue**

**Definition:** Location where an event or project is taking place - on or off campus. Must be a legitimate establishment with a license.

### **Policy/Guidelines:**

- Rental costs on-campus will be fully covered for small meeting rooms and event spaces. Rentals for large events will be assessed under Large Scale Events.
  - Hotel facility bookings would fall under Large Scale Events.
- Rental costs off-campus will be funded to a maximum of \$500 per event, this includes the setup/staffing in the space.
- Not covered: Airbnb rental, private residences.
- Due to higher rates and low staffing, Surrey bookings on Sundays from 4:30pm-10:00pm, or statutory holidays, will be covered up to 50% of the internal rate, including staffing charges and AV.

## **Website Hosting and Domains**

**Definition:** The costs associated with hosting a website and purchasing domain names.

### **Policy/Guidelines:**

- Maximum \$200 per **fiscal** year for both.
- Limit one funded website and domain per group.

## SFSS FEDERAL LOBBYING REPORT

*The Simon Fraser Student Society (SFSS) wholeheartedly acknowledges that the student union and Simon Fraser University (SFU) are located on the Unceded Traditional Territories of the Coast Salish People(s), including the xʷməθkʷəy̓əm (Musqueam), Skwxwú7mesh Úxwumixw (Squamish), Selilwitulh (Tsleil-Waututh), kwikwəłəm (Kwikwetlem) and qícəy̓ (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.*

### ISSUE

The policy-making process is not always inclusive, and powerful groups and stakeholders may have disproportionate influence, leading to policies that negatively impact vulnerable groups. Moreover, politicians may not always be attuned to or have insight into the lived experiences of certain groups, such as students. Lobbying allows groups such as the Simon Fraser Student Society (SFSS) to influence public policy, bring forward important insights and data about the experiences of students, and create more informed and inclusive policies. The SFSS engages in lobbying at all levels of government to ensure that the needs of our membership are brought to the attention of public officials and politicians, with the goal of persuading them to create policies that better address the needs of our membership.

### BACKGROUND

Since 2010, the SFSS has engaged in various lobbying methods, including:

1. Lobbying carried out through direct communication between the Society, federal officials and university administration,
2. Collaboration with other student unions and organizations,
3. Participating in established government advisory and expert groups and parliamentary inter-groups,
4. Using traditional and social media to shape policy debates and influence decision-making;

### CURRENT STATUS

Lobbying activities by the Society have yielded great success at multiple levels. Some results include: the successful push for a nationwide ban on the use of single-use plastic, resulting in the passing of a bylaw by the Vancouver City Council banning plastic straws, single-use beverage cups,

single-use utensils, and shopping bags; and successfully lobbying for economic relief to students and recent graduates during the COVID-19 pandemic (CESB)<sup>1</sup>.

The following campaigns are ongoing with the hope of successful lobbying at the federal level:

- **Tuition Hikes:** despite the fact that most students had to transition to online learning during the COVID pandemic, leave on-campus housing, and face precarious employment opportunities (both on and off campus), the cost of tuition has continually risen. We are advocating to the federal government to increase funds to post-secondary schools, provided that these institutions decrease and/or stabilize tuition costs. This campaign is closely linked to our request for caps on international student fees, as in BC, while domestic students have a yearly cap increase of up to 2% on tuition fees, international students do not.
- **International Student Health Fee:** in BC, international students pay a monthly fee to access health care, a basic human right. We are advocating for fairness for international students in accessing healthcare, hoping international students will be able to lead more comfortable and healthy lives across British Columbia.
- **Students Against TMX Campaign:** despite the Canadian government's approval of the Trans Mountain pipeline expansion, we hope that our continued lobbying to the federal government will lead to the immediate cessation of the expansion of the pipeline.
- **Affordable Housing for Students:** on average, Canadians living in metropolitan areas like Toronto and Vancouver spend 76% and 80% of their income on rent, respectively<sup>2</sup>. We hope to co-develop a housing strategy which includes provisions such as mandating developers in areas near university campuses to include dedicated, affordable units for students.
- **Tank Farm Safety Campaign:** The Burnaby Mountain Tank Farm poses a serious threat to the lives of students on SFU Burnaby Campus. Our campaign aims to appeal to the municipality to consider building a fire station on Burnaby Mountain.
- **Sexual Violence Prevention Support:** though well intentioned, the passing of Bill 23 in BC has resulted in additional sexual violence prevention associated costs for institutions. This campaign aims to call for a review of sexual violence and misconduct policies, federal policy regulation, and oversight and accountability procedures.

## KEY CONSIDERATION

Lobbying is one of the most effective ways the SFSS continues to meet its campaigns and advocacy promises. As an aside, SFSS' lobbying efforts do not involve any financial or material gain or reward for public office holders and politicians.

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<sup>1</sup> [Students and Graduates Impacted by COVID-19](#)

<sup>2</sup> [Metropolitan Housing Stats: Toronto and Vancouver](#)

## **Spring 2023 Referenda: Grammar Error, Typographical Error, and Reference Corrections in By-Laws**

Whereas referenda may be conducted during general or by-elections, as per Bylaw 16(3);

Whereas Bylaw 16(4) outlines that Council by a simple majority vote may place items onto spring referenda;

Be it resolved that Council approve the following resolution outlined below for Spring 2023 Referenda, and task the VP Internal and Organisational Development with submitting the referenda package during nomination period:

Whereas there have been numerous changes to By-Law passed at the October 26th, 2020 and October 27th, 2021 AGMs;

Whereas minor typographical errors, grammar errors, and errors in by-law referencing have been found after a thorough review of the By-Laws;

Be it resolved that the Society approve the following changes to the SFSS By-Laws:

Amend By-Law 2(8) to read "An Associate Member is in good standing if they have paid the Society fees and any Society fines and penalties."

Amend By-Law 4(3)(d) by replacing "Vice-President Finance's" with "Vice-President Finance and Services"

Amend By-Law 4(4) by replacing "By-Law 4(1) [a]-[f]" with "By-Law 4(3) [a]-[f]"

Amend By-Law 6(11)(a) by replacing "the Council" with "Council"

Amend By-Law 7(2) by replacing “the Council” with “Council”

Amend By-Law 7(4) by replacing “the Council” with “Council”

Amend By-Law 7(10)(h) and 7(10)(o) by striking all occurrences of the phrase “the Council” and replacing them with “Council”

Amend By-Law 7(10)(o) by replacing “Executive Committee” with “the Executive Committee”  
Capitalise the first letter of both By-Law 7(10)(c) and 7(10)(d)

Amend By-Law 7(11)(d) by replacing “General Meetings” with “Members’ Meetings.”

Amend By-Law 7(11)(f) by replacing “the Council” with “Council”

Amend By-Law 7(11)(g) by replacing “Constituency groups” with “Constituency Groups”

Amend By-Law 7(11)(l) to read as follows: “Perform any other duties as outlined in the Bylaws, regulations, or as assigned by Council or the Executive Committee.”

Amend By-Law 7(14)(d), 7(14)(e), 7(14)(g), 7(14)(i), 7(14)(l), and 7(14)(r) by replacing all occurrences of the words “the Council” with “Council”

Amend By-Law 7(14)(r) by replacing “Executive Committee” with “the Executive Committee”

Amend By-Law 7(13)(a) by replacing “the Council” with “Council”

Amend By-Law 7(13)(j) by replacing “Vice President Academic and University Affairs” with “Vice President University and Academic Affairs.”

Amend By-Law 7(13)(k) by replacing “the Council or Executive Committee.” with “Council or the Executive Committee.”

Amend By-Law 7(14)(i) to read as follows: “Perform any other duties as outlined in the Bylaws, regulations or assigned by Council or the Executive Committee”

Amend By-Law 7(15)(e) by replacing “elected term” with “fiscal year.”

Amend By-Law 7(15)(i) by replacing “the Council” with “Council”

Amend By-Law 7(15)(m) by replacing “the Council or Executive Committee” with “Council or the Executive Committee”

Amend By-Law 7(16)(g) by replacing “the Council or Executive Committee.” with “Council or the Executive Committee.”

Amend By-Law 8(3)(a)(ii) by replacing “the Council” with “Council”

Amend By-Law 9(1) and 9(2) by replacing “the Council” with “Council”

Amend By-Law 13(8)(c) by replacing “elections” with “Executive Committee Elections”

Amend By-Law 15(4) to read “Notice of impeachment proceedings for an executive officer shall be the same as is required for a special resolution.”

Amend By-Law 15(5)(a) by replacing “the Council” with “Council”

Amend By-Law 17(1)(d) by replacing “by-laws” with “By-Laws”

Amend By-Law 17(1)(d)(ii) by replacing all occurrences of “General Meeting” with “Members’



Meeting”

Amend By-Law 18(1) by replacing “the Council” with “Council”

## **Spring 2023 Referenda: SFSS By-Law Clarifications, Safeguards, and Democratisation**

Whereas referenda may be conducted during general or by-elections, as per Bylaw 16(3);

Whereas Bylaw 16(4) outlines that Council by a simple majority vote may place items onto spring referenda;

Be it resolved that Council approve the following resolution outlined below for Spring 2023 Referenda, and task the VP Internal and Organisational Development with submitting the referenda package during nomination period:

Whereas there have been numerous changes to By-Law passed at the October 26th, 2020 and October 27th, 2021 AGMs;

Whereas there have been several areas found in the By-Laws where more clarity is required to ensure that SFSS By-Laws are able to be clearly understood;

Be it resolved that the Society approve the following changes to the SFSS By-Laws:

Amend By-Law 4(9) to read “Each Member in good standing of the Society shall be entitled to vote at the Members’ Meeting. In order to exercise their vote the Member shall be present at the meeting at the time the vote is put, and no votes by proxy shall be allowed.”

Amend By-Law 2(6) by replacing the words “majority vote of Council” with “four-fifth (4/5) majority vote of Council”

Amend By-Law 6(24) by adding in a new subsection 6(24)(h) that reads "Alternates must be members in good standing of the Society."

Amend By-Law 13(3) to read "Members may not concurrently hold office as a voting member on the Executive Committee and as a member of a Student Union's or Constituency Group's executive."

Amend By-Law 13(7) to read "The Independent Electoral Commission shall consist of at least one Chief Commissioner, who shall act as Chair, and no less than four other Commissioners"

Amend By-Law 13(7)(a) to read "No current member of, or candidate for, Council, a Student Union Executive, or a Constituency Group Executive may serve as a member of the independent electoral commission"

Amend By-Law 13(7)(c) to read "All members of the Independent Electoral Commission shall be elected by two thirds (2/3) majority vote of Council by the end of the summer semester."

Amend By-Law 13(7) by adding a new subsection 13(7)(e) that reads "The membership and composition of the IEC shall be subject to limitations via regulation."

Amend By-Law 13(7) by adding a new subsection 13(7)(f) that reads "No member of the IEC may campaign for or on the behalf of candidates or, if slates are permitted by regulation, slates."

Amend By-Law 15(1) to read "If any member of Council or the Executive Committee ceases to be a Member in good standing of the Society, their resignation shall be deemed to have been delivered to and accepted by Council and Council shall declare the position vacant forthwith."

Amend By-Law 22(1) to read “In the event of a conflict between these By-Laws and any Regulation, resolution of Council or the Executive Committee, or the provisions of any Student Union or Constituency Group Constitution or By-Laws, the terms of these By-Laws shall prevail.”

## **Spring 2023 Referenda: Council E-Voting**

Whereas referenda may be conducted during general or by-elections, as per Bylaw 16(3);

Whereas Bylaw 16(4) outlines that Council by a simple majority vote may place items onto spring referenda;

Be it resolved that Council approve the following resolution outlined below for Spring 2023 Referenda, and task the VP Internal and Organisational Development with submitting the referenda package during nomination period:

Whereas the process of voting, especially if votes are needed to be conducted via roll-call vote due to their contention, is inefficient compared to electronic voting;

Be it resolved that the Society approve the following changes to the SFSS By-Laws:

Amend By-Law 6(23) by adding a new subsection 6(23)(a) that reads: “Notwithstanding, Council and its committees may select to use electronic voting means as long as:”

Amend By-Law 6(23)(a) by adding a new sub-subsection 6(23)(a)(i) that reads “The platform used is approved by two-thirds (2/3) majority vote of Council”

Amend By-Law 6(23)(a) by adding a new sub-subsection 6(23)(a)(ii) that reads “Council may revoke its approval of an electronic voting method by a two-thirds (2/3) majority vote of

Council”

Amend By-Law 6(23) by adding a new subsection 6(23)(b) that reads “In the event that a result of a vote taken by electronic means is inconclusive, the presiding Chair shall order a re-vote by either roll call vote, or unanimous consent.”