SFSS EXECUTIVE COMMITTEE

WORK REPORTS

This report reflects the Board work from

**(December 1 - December 15)**

[President](#_oryw3yl2tad4)

[VP Internal and Organizational Development](#_2oay91hgj8i9)

[VP Finance and Services](#_3ltsqsmhzs0d)

[VP University and Academic Affairs](#_5nwi61irukzp)

[VP External and Community Affairs](#_752cpi243654)

[VP Events and Student Affairs](#_jrcyj2aln9md)

[VP Equity and Sustainability](#_olx7n6e1fyrp)

#

##

##

## President

## **Emmanuel Adegboyega**

### **Meeting Summary and Comments**

| **Meeting, Date** | Dec 2, 2024 |
| --- | --- |
| **Parties Attending** | Prez, OM (Sindhu) |
| **Meeting Length (Hrs)** | 1 hr |
| **Reason** | President x Operations Organizer Check-In |
| **Summary and Outcome** | Discussed agenda items  |
| **Next Steps** | N/A |

###

| **Meeting, Date** | Dec 2, 2024 |
| --- | --- |
| **Parties Attending** | President, VP-I, VP-UAA, VP-E, CJ Rowe |
| **Meeting Length (Hrs)** | 0.5 hr |
| **Reason** | SFU & SFSS MOU follow-up discussion |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

###

| **Meeting, Date** | Dec 3, 2024 |
| --- | --- |
| **Parties Attending** | SFSS president & SFU President & GSS  |
| **Meeting Length (Hrs)** | 1 hr |
| **Reason** | Monthly check-in |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

###

| **Meeting, Date** | Dec 5, 2024 |
| --- | --- |
| **Parties Attending** | SFSS President, OM, CUPE Reps |
| **Meeting Length (Hrs)** | 1 hr |
| **Reason** | CUPE x SFSS meeting |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

| **Meeting, Date** | Dec 9, 2024 |
| --- | --- |
| **Parties Attending** | Prez, OM (Sindhu) |
| **Meeting Length (Hrs)** | 1 hr |
| **Reason** | President x Operations Organizer Check-In |
| **Summary and Outcome** | Discussed agenda items  |
| **Next Steps** | N/A |

###

| **Meeting, Date** | Dec 12, 2024 |
| --- | --- |
| **Parties Attending** | SFSS Execs & Tracey Mason-Innes  |
| **Meeting Length (Hrs)** | 1 hr |
| **Reason** | SFSS & Campus Services Connect |
| **Summary and Outcome** | Discussed priorities |
| **Next Steps** | N/A |

###

| **Total Meeting Hours** | **5.5 Hrs** |
| --- | --- |

###

### **Projects and Events**

###

###

| **Project/Event Title** | Management Hiring Committee |
| --- | --- |
| **Updates and Upcoming Plans** | Interviews & questions planning & Contract/Benefits discussions |
| **Relevant Strategic Priorities** | Organization development and longevity  |
| **Total Time (Hrs)** | 20 hrs |

###

| **Project/Event Title** | SFU Hiring Committees (VP-F & AVP-S & AD Black Student Centre ) |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Community engagement |
| **Total Time (Hrs)** | 15 hrs |

| **Project/Event Title** | Interview for student course projects |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Student housing advocacy and community engagement |
| **Total Time (Hrs)** | 2 hr |

| **Project/Event Title** | President’s Seasonal Donor Appreciation Reception |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Community engagement |
| **Total Time (Hrs)** | 3 hrs |

| **Project/Event Title** | SFSS x SOCA Men’s Group end of year dinner |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Mental health advocacy and community engagement  |
| **Total Time (Hrs)** | 5 hrs |

###

| **Total Project and Events Hours** | **45 Hrs** |
| --- | --- |

###

### **Committee Chair Work**

#

| **Committee Name** | Executive Committee Meeting |
| --- | --- |
| **# of Meetings** | 2 |
| **Total Time (Hrs)** | 5 hrs |
| **Summary** | Discussed agenda items  |
| **Ongoing Projects** | N/A |
| **Relevant Strategic Priorities:** | N/A |

#

| **Committee Name** | Council  |
| --- | --- |
| **# of Meetings** | 1 |
| **Total Time (Hrs)** | 3 hrs |
| **Summary** | Discussed agenda items  |
| **Ongoing Projects** | N/A |
| **Relevant Strategic Priorities:** | N/A |

| **Total Committee Hours** | **8 Hrs** |
| --- | --- |

###

### **Administrative Work**

| **Summary** | Email correspondence, SLO Duties, Meeting w staff, meeting prep, meeting students, reviewing & approving minutes, sending out agenda call-outs, filling out work reports, signing cheques, reviewing briefing docs, convocations, SFU event invites, and going around checking in on coordinators, reading hiring committee doc, and short meetings |
| --- | --- |
| **Total Time (Hrs)** | 12 hrs  |

| **Total Admin Hours** | **12 Hrs** |
| --- | --- |

###

**Total Hours: 70.5**

## VP Internal and Organizational Development

## Sam Killawee

### **Meeting Summary and Comments**

| **Meeting, Date** | Dec 2, 2024 |
| --- | --- |
| **Parties Attending** | President, VP-I, VP-UAA, VP-E, CJ Rowe |
| **Meeting Length (Hrs)** | 0.5 hr |
| **Reason** | SFU & SFSS MOU follow-up discussion |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

###

| **Meeting, Date** | Dec 12, 2024 |
| --- | --- |
| **Parties Attending** | SFSS Execs & Tracey Mason-Innes  |
| **Meeting Length (Hrs)** | 1 hr |
| **Reason** | SFSS & Campus Services Connect |
| **Summary and Outcome** | Discussed priorities |
| **Next Steps** | N/A |

###

| **Total Meeting Hours** | **1.5** |
| --- | --- |

###

### **Projects and Events**

| **Project/Event Title** | Management Hiring |
| --- | --- |
| **Updates and Upcoming Plans** | Preliminary  |
| **Relevant Strategic Priorities** | Organizational development  |
| **Total Time (Hrs)** | 20 |

| **Project/Event Title** | Student care insurance file |
| --- | --- |
| **Updates and Upcoming Plans** |  ongoing discussions and meeting on student healthcare  |
| **Relevant Strategic Priorities** | Access to healthcare  |
| **Total Time (Hrs)** | 5 |

| **Project/Event Title** | Collaboration with VP Equity  |
| --- | --- |
| **Updates and Upcoming Plans** | Restructuring working group / healthcare |
| **Relevant Strategic Priorities** | Organizational development  |
| **Total Time (Hrs)** | 4 |

| **Project/Event Title** | Collaboration with the CSSS councillor/AVP |
| --- | --- |
| **Updates and Upcoming Plans** |  policy review and governance committee  |
| **Relevant Strategic Priorities** |  internal matters and policy review |
| **Total Time (Hrs)** | 3 |

| **Project/Event Title** |  R-4 rewrite  |
| --- | --- |
| **Updates and Upcoming Plans** |  Rehashed the plan and what the next steps |
| **Relevant Strategic Priorities** |  board of directors |
| **Total Time (Hrs)** | 4 |

| **Total Project and Events Hours** | **36** |
| --- | --- |

###

### **Committee Chair Work**

#

#

| **Committee Name** | executive committee  |
| --- | --- |
| **# of Meetings** | 2 |
| **Total Time (Hrs)** | .5 |
| **Summary** |  worked on agenda and planning for executive committee |
| **Ongoing Projects** | n/a |
| **Relevant Strategic Priorities:** |  executive committee |

#

| **Committee Name** | Gov committee  |
| --- | --- |
| **# of Meetings** | 0 |
| **Total Time (Hrs)** | 1 |
| **Summary** | Held emergency Governance committee meeting  |
| **Ongoing Projects** | n/a |
| **Relevant Strategic Priorities:** |  policy and governance  |

#

#

| **Committee Name** | MMPC committee  |
| --- | --- |
| **# of Meetings** | 0 |
| **Total Time (Hrs)** | 0.5 |
| **Summary** |  worked on agenda and planning for MMPC, prepped AGM information  |
| **Ongoing Projects** | n/a |
| **Relevant Strategic Priorities:** |  policy and governance  |

#

| **Committee Name** | SHCC committee  |
| --- | --- |
| **# of Meetings** | 0 |
| **Total Time (Hrs)** | 0 |
| **Summary** |  worked on agenda and planning for SHCC |
| **Ongoing Projects** | n/a |
| **Relevant Strategic Priorities:** |  policy and governance  |

#

| **Total Committee Hours** | **2** |
| --- | --- |

###

###

### **Administrative Work**

| **Summary** | responding to emails, signing checks and talking to stakeholders. answering questions on society policy, and providing support to council and fellow executives. Miscellaneous meetings with students. |
| --- | --- |
| **Total Time (Hrs)** | 20 |

| **Total Admin Hours** | **15** |
| --- | --- |

## Total 54.5

## VP Finance and Services

## Simar Sahota

### **Meeting Summary and Comments**

| **Meeting, Date** | Dec 2 Benefits discussion |
| --- | --- |
| **Parties Attending** | Sindhu OM |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Benefits discussion |
| **Summary and Outcome** | Went through edits and changes |
| **Next Steps** | Finalize edits |

| **Meeting, Date** | Dec 4 benefits draft discussion |
| --- | --- |
| **Parties Attending** | Vpe, prez |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Benefits for new managers |
| **Summary and Outcome** | Discussed edits and changes |
| **Next Steps** | Final draft |

| **Meeting, Date** | Dec 4 fee levy working group |
| --- | --- |
| **Parties Attending** | Fee levy wg members |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Spring referendum |
| **Summary and Outcome** | Discussed referendum  |
| **Next Steps** | Draft docs for marketing |

| **Meeting, Date** | Dec 6 exec meeting |
| --- | --- |
| **Parties Attending** | Execs, staff |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | Weekly meeting |
| **Summary and Outcome** | See agenda |
| **Next Steps** | Next meeting |

| **Meeting, Date** | Dec 10 review management contract |
| --- | --- |
| **Parties Attending** | Execs, OM |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Review before meeting with jordan |
| **Summary and Outcome** | Reviewed final changes |
| **Next Steps** | Next meeting |

| **Meeting, Date** | Dec 10 contract benefit support |
| --- | --- |
| **Parties Attending** | OM, Jordan grundy |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Review management contracts and further advice third-party |
| **Summary and Outcome** | Took edits into consideration  |
| **Next Steps** | Review edits and feedback |

| **Meeting, Date** | Dec 11 council |
| --- | --- |
| **Parties Attending** | Councillors, exec, staff |
| **Meeting Length (Hrs)** | 3 |
| **Reason** | Biweekly meeting |
| **Summary and Outcome** | agenda |
| **Next Steps** | Next meeting |

| **Meeting, Date** | Dec 12 SFSS campus services connect |
| --- | --- |
| **Parties Attending** | Execs, campus services |
| **Meeting Length (Hrs)** | 1.5 |
| **Reason** | Working relations  |
| **Summary and Outcome** | Discussed student concerns and future plans |
| **Next Steps** | n/a |

| **Meeting, Date** | Dec 13 exec meeting |
| --- | --- |
| **Parties Attending** | Execs, staff |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | Weekly meeting |
| **Summary and Outcome** | See agenda |
| **Next Steps** | Next meeting |

| **Total Meeting Hours** | **12.5** |
| --- | --- |

###

### **Projects and Events**

| **Project/Event Title** | Drafting, reviewing, and editing management contracts |
| --- | --- |
| **Total Time (Hrs)** | 6 |

| **Project/Event Title** | Reviewing, completing, managing council and exec work reports |
| --- | --- |
| **Total Time (Hrs)** | 2 |

| **Project/Event Title** | Hiring committee finals steps and onboarding |
| --- | --- |
| **Total Time (Hrs)** | 3 |

| **Project/Event Title** | Reviewing club and dsu budget as future projections indicate overspent budget |
| --- | --- |
| **Total Time (Hrs)** | 2 |

###

| **Total Project and Events Hours** | **13** |
| --- | --- |

###

### **Committee Chair Work**

#

| **Committee Name** | Committees did not meet in dec |
| --- | --- |
| **# of Meetings** |  |
| **Total Time (Hrs)** |  |
| **Summary** |  |
| **Ongoing Projects** |  |
| **Relevant Strategic Priorities:** |  |

| **Total Committee Hours** |  |
| --- | --- |

###

### **Administrative Work**

| **Summary** | responding to emails, signing checks and talking to stakeholders. answering questions on society policy, and providing support to council and fellow executives. |
| --- | --- |
| **Total Time (Hrs)** | 10 |

| **Total Admin Hours** | **10** |
| --- | --- |

## VP University and Academic Affairs

## Rishu Bagga

### **Meeting Summary and Comments**

| **Meeting, Date** | MOU FOLLOW UP 2 |
| --- | --- |
| **Parties Attending** | CJ ROWE, EXEC |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | IN CAM |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

| **Meeting, Date** | SENATE 2 |
| --- | --- |
| **Parties Attending** | SENATE |
| **Meeting Length (Hrs)** | 4 |
| **Reason** | See mins  |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | Involving Undergraduates in Research Working Group 3 |
| --- | --- |
| **Parties Attending** | WG |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | IN CAM |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | Menstrual Equity Project |
| --- | --- |
| **Parties Attending** | wg |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | NEXT STEPS |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | Student Events Working Group Meetings 5 |
| --- | --- |
| **Parties Attending** | WG |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | EVENTS PLAN |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | EXEC, 6 |
| --- | --- |
| **Parties Attending** |  |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | SEE MINS |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | EXEC 13 |
| --- | --- |
| **Parties Attending** | EXEC |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | SEE MINS |
| **Summary and Outcome** |  |
| **Next Steps** |  |

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

###

| **Total Meeting Hours** | **14** |
| --- | --- |

###

### **Projects and Events**

| **Project/Event Title** | MY SSP |
| --- | --- |
| **Updates and Upcoming Plans** |  |
| **Relevant Strategic Priorities** |  |
| **Total Time (Hrs)** | 2 |

| **Project/Event Title** | ACADEMIC PLAN |
| --- | --- |
| **Updates and Upcoming Plans** |  |
| **Relevant Strategic Priorities** |  |
| **Total Time (Hrs)** | 4 |

| **Total Project and Events Hours** | **6** |
| --- | --- |

###

### **Committee Chair Work**

#

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

| **Total Committee Hours** |  |
| --- | --- |

###

### **Administrative Work**

| **Summary** | EMAILS |
| --- | --- |
| **Total Time (Hrs)** | 10 |

| **Total Admin Hours** | **10** |
| --- | --- |

## VP External and Community Affairs

## Joel Gilani

### **Meeting Summary and Comments**

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

| **Total Meeting Hours** |  |
| --- | --- |

###

### **Projects and Events**

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

###

| **Total Project and Events Hours** |  |
| --- | --- |

###

### **Committee Chair Work**

#

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

| **Total Committee Hours** |  |
| --- | --- |

###

### **Administrative Work**

| **Summary** |  |
| --- | --- |
| **Total Time (Hrs)** |  |

| **Total Admin Hours** |  |
| --- | --- |

## VP Events and Student Affairs

## Chitransh Motwani

### **Meeting Summary and Comments**

| **Meeting, Date** | Dec 6 exec meeting |
| --- | --- |
| **Parties Attending** | Execs, staff |
| **Meeting Length (Hrs)** | 3 |
| **Reason** | Weekly meeting |
| **Summary and Outcome** | See agenda |
| **Next Steps** | Next meeting |

| **Meeting, Date** | Dec 12, 2024 |
| --- | --- |
| **Parties Attending** | SFSS Execs & Tracey Mason-Innes  |
| **Meeting Length (Hrs)** | 1 hr |
| **Reason** | SFSS & Campus Services Connect |
| **Summary and Outcome** | Discussed priorities |
| **Next Steps** | N/A |

| **Meeting, Date** | Dec 3 exec meeting |
| --- | --- |
| **Parties Attending** | Execs, staff |
| **Meeting Length (Hrs)** | 3 |
| **Reason** | Weekly meeting |
| **Summary and Outcome** | See agenda |
| **Next Steps** | Next meeting |

| **Meeting, Date** | Dec 11 council |
| --- | --- |
| **Parties Attending** | Councillors, exec, staff |
| **Meeting Length (Hrs)** | 3 |
| **Reason** | Biweekly meeting |
| **Summary and Outcome** | agenda |
| **Next Steps** | Next meeting |

###

| **Total Meeting Hours** | **10** |
| --- | --- |

###

### **Projects and Events**

###

| **Project/Event Title** | Management Hiring Committee |
| --- | --- |
| **Updates and Upcoming Plans** | Interviews & questions planning & Contract/Benefits discussions |
| **Relevant Strategic Priorities** | Organization development and longevity  |
| **Total Time (Hrs)** | 12 hrs |

| **Project/Event Title** | SFSS X SFUPOH Yoga Event |
| --- | --- |
| **Updates and Upcoming Plans** | Worked on logistics, ran the event |
| **Relevant Strategic Priorities** | Student engagement |
| **Total Time (Hrs)** | 10 |

| **Project/Event Title** | Christmas Care Packages |
| --- | --- |
| **Updates and Upcoming Plans** | Working on logistics |
| **Relevant Strategic Priorities** | Student engagement |
| **Total Time (Hrs)** | 9 |

| **Total Project and Events Hours** | **31** |
| --- | --- |

###

### **Committee Chair Work**

#

| **Committee Name** | ESAC |
| --- | --- |
| **# of Meetings** | 0 |
| **Total Time (Hrs)** | 0 |
| **Summary** | - |
| **Ongoing Projects** | - |
| **Relevant Strategic Priorities:** | - |

#

| **Committee Name** | SCC |
| --- | --- |
| **# of Meetings** | 0 |
| **Total Time (Hrs)** | 0 |
| **Summary** | - |
| **Ongoing Projects** | - |
| **Relevant Strategic Priorities:** | - |

#

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

| **Total Committee Hours** | **0** |
| --- | --- |

###

### **Administrative Work**

| **Summary**  | **Event plans:** Planned details for upcoming events, coordinated with vendors and stakeholders, and ensured all logistical aspects were covered. |
| --- | --- |
| **Total Time (Hrs)**  | 8 |

| **Summary**  | **Event Preparation Meetings with staff:** Held multiple meetings with staff to discuss and finalize event details, assign tasks, and troubleshoot any issues. |
| --- | --- |
| **Total Time (Hrs)**  | 5 |

| **Summary**  | **Replying emails, catch-up work:** Responded to emails, followed up on ongoing tasks, and completed miscellaneous administrative duties to ensure smooth operations. |
| --- | --- |
| **Total Time (Hrs)**  | 8 |

| **Total Admin Hours** | **21** |
| --- | --- |

## VP Equity and Sustainability

## Chloe Arneson

### **Meeting Summary and Comments**

| **Meeting, Date** | SFSS & SFU MOU Follow Up, Dec 2 |
| --- | --- |
| **Parties Attending** | CJ Rowe, VPUA |
| **Meeting Length (Hrs)** | 0.5hr |
| **Reason** | Finalise MOU on Agreement on Process for Addressing Allegations of Student Misconduct |
| **Summary and Outcome** | Language was clarified on SUB space |
| **Next Steps** | To be passed through council |

| **Meeting, Date** | Benefits Draft Discussion, Dec 4 |
| --- | --- |
| **Parties Attending** | President, VPF |
| **Meeting Length (Hrs)** | 0.5 |
| **Reason** | Discussion of management benefits proposal |
| **Summary and Outcome** | Edits to benefits approved |
| **Next Steps** | To be approved by the executive  |

| **Meeting, Date** | Menstrual Equity Campaign |
| --- | --- |
| **Parties Attending** | VPUA, SFU  |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Menstrual equity project to introduce free products across SFU and in SUB |
| **Summary and Outcome** | Discussion on costing/implementation |
| **Next Steps** | Follow up with building team |

| **Meeting, Date** | SFSS & STEPS Forward, Dec 11 |
| --- | --- |
| **Parties Attending** | STEPS Forward, Campaigns Coordinator |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Bursary for STEPS Forward program  |
| **Summary and Outcome** | Determine eligibility for bursaries and discuss feasibility with the university |
| **Next Steps** | Pass funds through council |

| **Meeting, Date** | HRP, Dec 11 |
| --- | --- |
| **Parties Attending** | HRP |
| **Meeting Length (Hrs)** | 0.5 |
| **Reason** | N/A |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

| **Meeting, Date** | SFSS & Campus Services Meeting, Dec 12 |
| --- | --- |
| **Parties Attending** | Exec and Campus Services |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Introduction meeting with team leads  |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

| **Meeting, Date** | Executive Committee Meeting, Dec 13 |
| --- | --- |
| **Parties Attending** | Exec |
| **Meeting Length (Hrs)** | 2 hr |
| **Reason** | N/A |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

###

###

| **Total Meeting Hours** | **6.5** |
| --- | --- |

###

### **Projects and Events**

| **Project/Event Title** | Management Hiring |
| --- | --- |
| **Updates and Upcoming Plans** | Planned for and held 3-5 interviews for each excluded management position. Interviews were hosted by President while I took notes. The committee then discussed and rated each applicant in accordance with our hiring metrics.  |
| **Relevant Strategic Priorities** | Determine final choice for all three positions |
| **Total Time (Hrs)** | 23 |

| **Project/Event Title** | Fee Levy Increase Campaign |
| --- | --- |
| **Updates and Upcoming Plans** | Liaising with affiliated groups on campaign planning, determining messaging for campaign media, writing posts, planning social media content, reporting back to council |
| **Relevant Strategic Priorities** | Continue with campaign posting |
| **Total Time (Hrs)** | 15 |

| **Project/Event Title** | Healthcare Campaign  |
| --- | --- |
| **Updates and Upcoming Plans** | Aid in creating and posting content, consulting on council policy, strategic planning and elections  |
| **Relevant Strategic Priorities** | Execute campaign |
| **Total Time (Hrs)** | 6 |

| **Project/Event Title** | SFU Archival Research  |
| --- | --- |
| **Updates and Upcoming Plans** | Research on SFSS history for media campaign  |
| **Relevant Strategic Priorities** | Discuss MOU with SFU Archives and VPIOD |
| **Total Time (Hrs)** | 3 |

| **Total Project and Events Hours** | **63** |
| --- | --- |

###

### **Committee Chair Work**

#

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

| **Total Committee Hours** |  |
| --- | --- |

###

### **Administrative Work**

| **Summary** | Emails, meeting notes, liaising with student groups, councillors, planning for events and future projects |
| --- | --- |
| **Total Time (Hrs)** | 5 |

| **Total Admin Hours** | **5** |
| --- | --- |

###