SFSS EXECUTIVE COMMITTEE

WORK REPORTS

This report reflects the Board work from

**(February 16 - February 28)**

[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)

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## 

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## President

## [**Emmanuel Adegboyega**](mailto:president@sfss.ca)

### **Meeting Summary and Comments**

| **Meeting, Date** | Feb 18, 2025 |
| --- | --- |
| **Parties Attending** | Prez, SL, OL, HR-L |
| **Meeting Length (Hrs)** | 2.5 hrs |
| **Reason** | President x Operations Lead x HR Lead x Services Lead Check-in |
| **Summary and Outcome** | Discussed agenda items |
| **Next Steps** | N/A |

### 

| **Meeting, Date** | Feb 18, 2025 |
| --- | --- |
| **Parties Attending** | Prez, StudentCare Rep, Vp-Internal |
| **Meeting Length (Hrs)** | 1 hr |
| **Reason** | SFSS/StudentCare Referandum Planning |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

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| **Meeting, Date** | Feb 20, 2025 |
| --- | --- |
| **Parties Attending** | Prez, Execs, Staff, Leads |
| **Meeting Length (Hrs)** | 1 Hr |
| **Reason** | Monthly Staff Meeting |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

| **Meeting, Date** | Feb 24, 2025 |
| --- | --- |
| **Parties Attending** | Prez, SL, OL, HR-L |
| **Meeting Length (Hrs)** | 2 hrs |
| **Reason** | President x Operations Lead x HR Lead x Services Lead Check-in |
| **Summary and Outcome** | Discussed agenda items |
| **Next Steps** | N/A |

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| **Meeting, Date** | Feb 26, 2025 |
| --- | --- |
| **Parties Attending** | Prez, Leads, Union Reps |
| **Meeting Length (Hrs)** | 1.5 hrs |
| **Reason** | Working conditions meeting |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

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| **Total Meeting Hours** | **8 Hrs** |
| --- | --- |

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### **Projects and Events**

| **Project/Event Title** | SFSS Referendums Campaign Content creation |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Community Engagement |
| **Total Time (Hrs)** | 15 Hrs |

| **Project/Event Title** | Collective Bargaining Prep |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | SFSS Sustainability |
| **Total Time (Hrs)** | 5 Hrs |

| **Project/Event Title** | SOCA BHM Events - GALA |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Community Engagement |
| **Total Time (Hrs)** | 6 Hrs |

| **Project/Event Title** | SFSS Election Debate |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Community Engagement |
| **Total Time (Hrs)** | 3 Hrs |

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| **Project/Event Title** | Pancake Breakfasts |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Community Engagement |
| **Total Time (Hrs)** | 3 Hrs |

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| **Total Project and Events Hours** | **32 Hrs** |
| --- | --- |

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### **Committee Chair Work**

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

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| **Committee Name** | Executive |
| --- | --- |
| **# of Meetings** | 2 |
| **Total Time (Hrs)** | 4 hrs |
| **Summary** | Discussed agenda items |
| **Ongoing Projects** | N/A |
| **Relevant Strategic Priorities:** | N/A |

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

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| **Total Committee Hours** | **10 Hrs** |
| --- | --- |

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### **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, SFU event invites, going around checking in on coordinators, union meetings, and staff/student short meetings |
| --- | --- |
| **Total Time (Hrs)** | 25 Hrs |

| **Total Admin Hours** | **25 Hrs** |
| --- | --- |

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**Total Hours: 75 Hrs**

## VP Internal and Organizational Development

## [Sam Killawee](mailto:vpinternal@sfss.ca)

### **Meeting Summary and Comments**

| **Meeting, Date** | Feb 19, Governance Meeting |
| --- | --- |
| **Parties Attending** | Staff, governance committee, leads |
| **Meeting Length (Hrs)** | 1.5 |
| **Reason** | bi-weekly meeeting |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | Feb 20, Exec Meeting |
| --- | --- |
| **Parties Attending** | Staff, exec, leads |
| **Meeting Length (Hrs)** | 3 |
| **Reason** | replacement of monday meeting |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | Feb 21, HRP |
| --- | --- |
| **Parties Attending** | HRP members |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Bi-weekly meeting half in cam |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | Feb 19, council meeting |
| --- | --- |
| **Parties Attending** | Staff, exec, leads, council |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | bi-weekly council meeting |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | Feb 24th, presentations |
| --- | --- |
| **Parties Attending** | Pres, OL |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | confidential |

| **Meeting, Date** | Feb 24, 2025, executive committee |
| --- | --- |
| **Parties Attending** | exec |
| **Meeting Length (Hrs)** | 3 |
| **Reason** | bi-Weekly |

| **Meeting, Date** | Feb 28th, HRP |
| --- | --- |
| **Parties Attending** | HRP members, exec, leads |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | weekly hrp |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | Feb 28th, ECA meeting |
| --- | --- |
| **Parties Attending** | coordinators, ECA members, leads |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | bi-weekly |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Total Meeting Hours** | **15.5 hours** |
| --- | --- |

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### **Projects and Events**

| **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)** | 35 |

| **Project/Event Title** | Collaboration with VP Equity |
| --- | --- |
| **Updates and Upcoming Plans** | Healthcare/Community days |
| **Relevant Strategic Priorities** | Organizational development |
| **Total Time (Hrs)** | 8 |

| **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)** | 0.5 |

| **Total Project and Events Hours** | **40.5** |
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### **Committee Chair Work**

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

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

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| **Committee Name** | SPOC committee |
| --- | --- |
| **# of Meetings** | 1 |
| **Total Time (Hrs)** | 1 |
| **Summary** | worked on agenda and planning for SPOC |
| **Ongoing Projects** | n/a |
| **Relevant Strategic Priorities:** | policy and governance |

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| **Total Committee Hours** | **4** |
| --- | --- |

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### **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** | **20** |
| --- | --- |

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| **Total Hours** | **80** |
| --- | --- |

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## VP Finance and Services

## [Simar Sahota](mailto:vpfinance@sfss.ca)

### **Meeting Summary and Comments**

| **Meeting, Date** | Feb 19, governance committee |
| --- | --- |
| **Parties Attending** | Governance committee members |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Policy review |
| **Summary and Outcome** | Council appeals policy |
| **Next Steps** | Pass at council |

| **Meeting, Date** | Feb 19, 2025, SFSS council Meeting |
| --- | --- |
| **Parties Attending** | Exec, Admin staff, Managers |
| **Meeting Length (Hrs)** | 3 |
| **Reason** | bi-Weekly |

| **Meeting, Date** | Feb 20, staff meeting |
| --- | --- |
| **Parties Attending** | Exec, staff, Managers |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | monthly |

| **Meeting, Date** | Feb 20, emergency Exec Meeting |
| --- | --- |
| **Parties Attending** | Staff, exec, leads |
| **Meeting Length (Hrs)** | 1.5 |
| **Reason** | weekly exec |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | Feb 7, HRP commitee |
| --- | --- |
| **Parties Attending** | HRP members, staff |
| **Meeting Length (Hrs)** | 1.5 |
| **Reason** | See minutes |
| **Summary and Outcome** | See minutes |
| **Next Steps** | Bargaining/staff discussions |

| **Meeting, Date** | Feb 24, Exec Meeting |
| --- | --- |
| **Parties Attending** | Staff, exec, leads |
| **Meeting Length (Hrs)** | 1.5 |
| **Reason** | weekly exec |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | Feb 28, HRP commitee |
| --- | --- |
| **Parties Attending** | HRP members, staff |
| **Meeting Length (Hrs)** | 1.5 |
| **Reason** | See minutes |
| **Summary and Outcome** | See minutes |
| **Next Steps** | Bargaining/staff discussions |

| **Total Meeting Hours** | **11** |
| --- | --- |

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### **Projects and Events**

| **Project/Event Title** | Council appeals policy review |
| --- | --- |
| **Total Time (Hrs)** | 2 |

| **Project/Event Title** | Investment policy, working with rakesh, finance staff, and fasc |
| --- | --- |
| **Total Time (Hrs)** | 4 |

| **Project/Event Title** | Elections debate day, prep and attending debate |
| --- | --- |
| **Total Time (Hrs)** | 5 |

| **Project/Event Title** | ReviewingExec work reports and completing mine |
| --- | --- |
| **Total Time (Hrs)** | 1 |

| **Project/Event Title** | Healthcare tabling |
| --- | --- |
| **Total Time (Hrs)** | 2 |

| **Project/Event Title** | Discussions with elections candidates |
| --- | --- |
| **Total Time (Hrs)** | 2 |

| **Project/Event Title** | Next steps with jaymar avp |
| --- | --- |
| **Total Time (Hrs)** | 2 |

| **Project/Event Title** | Budget changes |
| --- | --- |
| **Total Time (Hrs)** | 2 |

| **Project/Event Title** | Referendum docs and tabling |
| --- | --- |
| **Total Time (Hrs)** | 2 |

| **Project/Event Title** | CA review |
| --- | --- |
| **Total Time (Hrs)** | 2 |

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| **Total Project and Events Hours** | **24** |
| --- | --- |

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### **Committee Chair Work**

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| **Committee Name** | FASC |
| --- | --- |
| **# of Meetings** | 1 |
| **Total Time (Hrs)** | 2.5 |
| **Summary** | Working on vancity investment policy and sfss investment policy |
| **Ongoing Projects** | passing investment policy and aligning with VCIM |
| **Relevant Strategic Priorities:** | ^ |

| **Total Committee Hours** | **2.5** |
| --- | --- |

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### **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, grant appeals, grant oversight |
| --- | --- |
| **Total Time (Hrs)** | 25 |

## VP University and Academic Affairs

## [Rishu Bagga](mailto:vpuniversity@sfss.ca)

### **Meeting Summary and Comments**

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

### 

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

### 

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

### 

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

### 

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

### 

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

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### **Projects and Events**

| **Project/Event Title** | Naloxone training |
| --- | --- |
| **Updates and Upcoming Plans** |  |
| **Relevant Strategic Priorities** |  |
| **Total Time (Hrs)** | 10 |

| **Project/Event Title** | Munchie mondays |
| --- | --- |
| **Updates and Upcoming Plans** |  |
| **Relevant Strategic Priorities** |  |
| **Total Time (Hrs)** | 10 |

| **Project/Event Title** | Sfss referendums + healthcare plans |
| --- | --- |
| **Updates and Upcoming Plans** | Tablings, debriefs, brainstorming, reels |
| **Relevant Strategic Priorities** |  |
| **Total Time (Hrs)** | 20 |

| **Total Project and Events Hours** | **40** |
| --- | --- |

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### **Committee Chair Work**

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

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

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### **Administrative Work**

| **Summary** | Emails, work reports, staff dealings |
| --- | --- |
| **Total Time (Hrs)** | 20 |

| **Total Admin Hours** | **20** |
| --- | --- |

## VP External and Community Affairs

## [Joel Gilani](mailto:vpexternal@sfss.ca)

### **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](mailto:vpevents@sfss.ca)

### **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** |  |
| --- | --- |

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### **Administrative Work**

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

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

## VP Equity and Sustainability

## [Chloe Arneson](mailto:vpequity@sfss.ca)

### **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** |  |
| --- | --- |

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### **Administrative Work**

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

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

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