SFSS EXECUTIVE COMMITTEE

WORK REPORTS

This report reflects the Board work from

**(Month 16 - Month 30)**

[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** | March 3, 2025 |
| --- | --- |
| **Parties Attending** | Prez, Leads, Union Reps |
| **Meeting Length (Hrs)** | 2 hrs |
| **Reason** | Bargaining Prep meeting  |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

###

| **Meeting, Date** | March 3, 2025 |
| --- | --- |
| **Parties Attending** | Prez, GSS, VPSI, SFU President |
| **Meeting Length (Hrs)** | 1 Hr |
| **Reason** | Monthly meeting: SFU leadership | SFSS | GSS | VPSI |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

###

| **Meeting, Date** | March 5, 2025 |
| --- | --- |
| **Parties Attending** | Prez, SFU Residence Director (Zoe) |
| **Meeting Length (Hrs)** | 1 Hr |
| **Reason** | Discussed agenda items and outlined residents concerns  |
| **Summary and Outcome** | N/A |
| **Next Steps** | N/A |

###

| **Total Meeting Hours** | **4 Hrs** |
| --- | --- |

###

### **Projects and Events**

| **Project/Event Title** | Team Social  |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Team Bonding  |
| **Total Time (Hrs)** | 4 Hrs |

| **Project/Event Title** | B.C Budget Day |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Student Advocacy  |
| **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)** | 30 Hrs |

| **Project/Event Title** | SFSS x SOCA Men’s Group  |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Mental health advocacy and community engagement  |
| **Total Time (Hrs)** | 3 hrs |

| **Project/Event Title** | Food Pantry Take-over |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | Food insecurities advocacy and community engagement  |
| **Total Time (Hrs)** | 4 hrs |

| **Project/Event Title** | Collective Bargaining  |
| --- | --- |
| **Updates and Upcoming Plans** | N/A |
| **Relevant Strategic Priorities** | SFSS Sustainability  |
| **Total Time (Hrs)** | 22 Hrs |

| **Total Project and Events Hours** | **78 Hrs** |
| --- | --- |

###

### **Committee Chair Work**

#

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

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#

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

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

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### **Administrative Work**

###  **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)** | 5 Hrs |

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

###

**Total Hours: 97 Hrs**

## VP Internal and Organizational Development

## Sam Killawee

### **Meeting Summary and Comments**

| **Meeting, Date** | March 3rd, FASC Meeting |
| --- | --- |
| **Parties Attending** | Staff, FASC, leads |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | scheduled bi-weekly  |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | March 3rd, Meeting with SFU President  |
| --- | --- |
| **Parties Attending** | Joy Johnson, SFU VP External, SFSS Pres, VP Equity, VP UAA, Two reps from the GSS |
| **Meeting Length (Hrs)** | 0.5 |
| **Reason** | Ongoing projects  |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | March 3rd, Exec Meeting |
| --- | --- |
| **Parties Attending** | Staff, exec, leads |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | scheduled weekly  |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | March  |
| --- | --- |
| **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** | March 5th, council meeting  |
| --- | --- |
| **Parties Attending** | Staff, exec, leads, council |
| **Meeting Length (Hrs)** | 4.5 |
| **Reason** | bi-weekly council meeting |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | March 10th, Pre campaign planning  |
| --- | --- |
| **Parties Attending** | HRP |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | confidential  |

| **Meeting, Date** | March 12th 2025, executive committee |
| --- | --- |
| **Parties Attending** | exec  |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | bi-Weekly |

| **Meeting, Date** | March 13th, Tenant Agreement  |
| --- | --- |
| **Parties Attending** | VP UAA, GSS ED, Tracy Masion  |
| **Meeting Length (Hrs)** | 0.5 |
| **Reason** | Confidential  |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | March 14th, SPOC meeting |
| --- | --- |
| **Parties Attending** | coordinators, SPOC members, leads |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | bi-weekly |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | March 14th, 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)** | 5 |

| **Project/Event Title** | Collaboration with VP Equity  |
| --- | --- |
| **Updates and Upcoming Plans** |  work on ongoing projects |
| **Relevant Strategic Priorities** | Organizational development  |
| **Total Time (Hrs)** | 4 |

| **Project/Event Title** | Collective Bargaining  |
| --- | --- |
| **Updates and Upcoming Plans** |  confidential  |
| **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** | **17.5** |
| --- | --- |

###

### **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 |

#

| **Committee Name** | Gov committee  |
| --- | --- |
| **# of Meetings** | 0 |
| **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)** | 0.5 |
| **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** | **3.5** |
| --- | --- |
|  |  |

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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. |
| --- | --- |
| **Total Time (Hrs)** | 25 |

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

##

| **Total Hours** | **61.5** |
| --- | --- |

## VP Equity and Sustainability

## Simar Sahota

### **Meeting Summary and Comments**

| **Meeting, Date** | March 3, 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** | March 5 council meeting  |
| --- | --- |
| **Parties Attending** | Staff, exec, leads, council |
| **Meeting Length (Hrs)** | 4 |
| **Reason** | bi-weekly council meeting |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | March 7, HRP |
| --- | --- |
| **Parties Attending** | HRP members, exec, leads |
| **Meeting Length (Hrs)** | 1.5 |
| **Reason** | weekly hrp |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Meeting, Date** | March 10 emergency 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** | March 12, Exec Meeting |
| --- | --- |
| **Parties Attending** | Staff, exec, leads |
| **Meeting Length (Hrs)** | 1.5 |
| **Reason** | weekly exec |
| **Summary and Outcome** | See minutes |
| **Next Steps** | See minutes |

| **Total Meeting Hours** | **10.5** |
| --- | --- |

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### **Projects and Events**

| **Project/Event Title** | Reviewing grant appeals, following grant tracker and updating student union/club grants |
| --- | --- |
| **Total Time (Hrs)** | 4 |

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

| **Project/Event Title** | Reviewing OCEO fine decision along with policy |
| --- | --- |
| **Total Time (Hrs)** | 3 |

| **Project/Event Title** | Reviewing bargaining decisions post meeting |
| --- | --- |
| **Total Time (Hrs)** | 3 |

| **Project/Event Title** | Collaboration and meeting with AVP regarding 2025/26 goals  |
| --- | --- |
| **Total Time (Hrs)** | 2 |

| **Project/Event Title** | Exec and lead social for onboarding and strategic planning |
| --- | --- |
| **Total Time (Hrs)** | 4 |

| **Project/Event Title** | Budget draft |
| --- | --- |
| **Total Time (Hrs)** | 3 |

| **Project/Event Title** | Working with SU/clubs like BASS, SUS etc. for grant appeal and budgeting options |
| --- | --- |
| **Total Time (Hrs)** | 2 |

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| **Total Project and Events Hours** | **23** |
| --- | --- |

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### **Committee Chair Work**

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| **Committee Name** | FASC |
| --- | --- |
| **# of Meetings** | 1 |
| **Total Time (Hrs)** | 3 |
| **Summary** | Investment policy, budget, bank loan, etc. |
| **Ongoing Projects** | Budget  |
| **Relevant Strategic Priorities:** | ^ |

| **Total Committee Hours** | **3** |
| --- | --- |

###

### **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)** | 25 |

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

##

## VP University and Academic Affairs

## Rishu Bagga

### **Meeting Summary and Comments**

| **Meeting, Date** | Student Events Working Group Meeting March 3 |
| --- | --- |
| **Parties Attending** |  |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Events updates |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

| **Meeting, Date** | Meeting with SFU President, March 3 |
| --- | --- |
| **Parties Attending** | SFU Staff, Exec |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | Food pantry |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

| **Meeting, Date** | Executive - Leads Social, March 2 |
| --- | --- |
| **Parties Attending** | exec |
| **Meeting Length (Hrs)** | 3 |
| **Reason** | Bonding |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

| **Meeting, Date** | Exec, March 3 |
| --- | --- |
| **Parties Attending** | exec |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | See mins |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

| **Meeting, Date** | Bi- Weekly UAAC, ECA, Equity and Sustainability Updates with Staff March 3 |
| --- | --- |
| **Parties Attending** | Staff, exec |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | See mins |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | SFU Senate Meeting, march 3 |
| --- | --- |
| **Parties Attending** | senate |
| **Meeting Length (Hrs)** | 4 |
| **Reason** | See mins |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

| **Meeting, Date** | Canvas Cloud Advisory Group, march 4 |
| --- | --- |
| **Parties Attending** | committee |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | See mins |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | SFU FS / SFSS Meeting March 5 |
| --- | --- |
| **Parties Attending** | Exec, SFU Staff |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Menstrual equity |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

| **Meeting, Date** | Council March 5 |
| --- | --- |
| **Parties Attending** | council |
| **Meeting Length (Hrs)** | 3 |
| **Reason** | See mins |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | food pantry, March 11 |
| --- | --- |
| **Parties Attending** | Sfu staff, chloe, emmanuel |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Food pantry |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

| **Meeting, Date** | Meet with Kiran SFU Leap, March 12 |
| --- | --- |
| **Parties Attending** | Pres, SFU Staff |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | Course satisfaction surveys |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | Exec, March 12 |
| --- | --- |
| **Parties Attending** | exec |
| **Meeting Length (Hrs)** | 2 |
| **Reason** | See mins |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

| **Meeting, Date** | Tenant Agreement in MBC, March 13 |
| --- | --- |
| **Parties Attending** | Campus services |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | In cam |
| **Summary and Outcome** |  |
| **Next Steps** |  |

| **Meeting, Date** | Food Pantry check in, March 14 |
| --- | --- |
| **Parties Attending** | SFU staff |
| **Meeting Length (Hrs)** | 1 |
| **Reason** | In cam |
| **Summary and Outcome** |  |
| **Next Steps** |  |

###

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

###

| **Total Meeting Hours** | **24** |
| --- | --- |

###

### **Projects and Events**

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

| **Project/Event Title** | Naloxone training |
| --- | --- |
| **Updates and Upcoming Plans** |  |
| **Relevant Strategic Priorities** |  |
| **Total Time (Hrs)** | 5 |

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

| **Project/Event Title** | Course surveys |
| --- | --- |
| **Updates and Upcoming Plans** |  |
| **Relevant Strategic Priorities** |  |
| **Total Time (Hrs)** | 5 |

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

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

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

###

### **Committee Chair Work**

#

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

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

###

### **Administrative Work**

| **Summary** | Work report, Emails, dealing with staff |
| --- | --- |
| **Total Time (Hrs)** | 20 |

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

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

###

### **Administrative Work**

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

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

## VP Equity and Sustainability

## Chloe Arneson

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

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###