

SFSS EXECUTIVE COMMITTEE WORK REPORTS

This report reflects the Board work from
1st March, 2022 to 15th March, 2022

[President](#)

[VP Internal and Organizational Development](#)

[VP Finance and Services](#)

[VP University and Academic Affairs](#)

[VP External and Community Affairs](#)

[VP Events and Student Affairs](#)

[VP Equity and Sustainability](#)

Acting President
Corbett Gildersleve

Meeting Summary and Comments

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

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

Total Meeting Hours	
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Projects and Events

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

Project/Event Title	
Updates and Upcoming Plans	
Relevant Strategic	

Priorities	
Total Time (Hrs)	

Total Project and Events Hours	
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Committee Chair Work

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

Total Committee Hours	
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Administrative Work

Summary	
Total Time (Hrs)	

Total Admin Hours	
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Acting VP Internal and Organizational Development
Chloe Homenuke

Meeting Summary and Comments

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

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

Total Meeting Hours	
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Projects and Events

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

Project/Event Title	
Updates and Upcoming Plans	

Relevant Strategic Priorities	
Total Time (Hrs)	

Total Project and Events Hours	
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Committee Chair Work

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

Total Committee Hours	
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Administrative Work

Summary	
Total Time (Hrs)	

Total Admin Hours	
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VP Finance and Services

Almas Kaur Phangura

Meeting Summary and Comments

Meeting, Date	Mask and Social Distancing Meeting (1st Mar, 2022)
Parties Attending	All Executive committee members, Ayesha, John and Ella
Meeting Length (Hrs)	1 hr (1pm to 2pm)
Reason	Talk about COVID-19 Mandates and issues in the SUB
Summary and Outcome	Urgent and priority meeting with Management about Masks, Social Distancing, Opening up Capacity This was held in regards to John's suggestion of either increasing capacity (as the campus will be at full capacity) or easing the enforcement of the no moving furniture and social distancing guidelines as 7 events of issues between students and SUB staff were reported.
Next Steps	N/A

Meeting, Date	Executive Committee Working Session (1st Mar, 2022)
Parties Attending	All Executive committee members
Meeting Length (Hrs)	1 hr 15 mins (2pm to 3:15pm)
Reason	Regularly scheduled Session
Summary and Outcome	- Preparation for the council meeting and addressing concerns from staff
Next Steps	N/A

Meeting, Date	AVPA Open Forum Meeting (1st Mar, 2022)
Parties Attending	Undisclosed attendees and Search committee members
Meeting Length (Hrs)	1.5 hrs (3pm to 4:30pm)
Reason	Search committee required all members to be present
Summary and Outcome	Asked questions and shared feedback about the position description, duties and experience of the potential candidate with the committee.
Next Steps	N/A

Meeting, Date	Council Meeting (2nd Mar, 2022)
Parties Attending	All Council Members, Administrative Assistant- Simar Singh, John, Ayesha, Ella
Meeting Length (Hrs)	5 hr 45 mins (4:30pm to 10:15pm)

Reason	Regularly scheduled meeting
Summary and Outcome	PRESENTATION - Science undergraduate society presentation on their proposal for asking funds for the SUS Spring Formal - No Cops on Campus- MOVED TO NEXT MEETING MOTIONS - Committee appointments for the following committees (Events- 1 seat, External and community affairs- 1 seat and Members meeting planning-1 seat) - SFSS SVPRO Memorandum of Understanding (SFSS and SFU SVSPO saw the need to establish a process that delineates how allegations of Sexual Violence and Misconduct will be addressed in situations where the allegations arise from incidences that occur in property controlled by the SFSS, MOU lays out how to supports sexual violence and misconduct incidences brought to the SFSS and this MOU has a 3-year term and needed to be renewed; the council renewed and filed the MOU). - SUS Spring Formal (SUS is requesting \$11,000 to support this event and presented to Council and provided a spending proposal and hence requested funds from council). - Printing Cost Motion (Councillor Nikki was made aware that policies are already in place for covering printing costs and getting reimbursed hence there is no need to purchase a printer for SUB) - New/Mode Subscription (SFSS has successfully used New/Mode as a tool for advocacy campaigns over the last two years; Whereas there are multiple known advocacy campaigns coming up for 2022-2023 including but not limited to: -Burnaby Mountain Gondola Funding -Fall Municipal Elections -Fall and Spring Provincial, and -Federal Lobby Days; Council approved reallocating from operational surplus and spending up to \$6,500 on an annual Campaign Builder New/Mode subscription and track it in 735/17). IN CAMERA ITEMS - SUB Closure -In-Camera Confidentiality responsibilities of Council members. DISCUSSION ITEMS - Council meeting times for the summer semester - Cognitive Science Core funding increase proposal - Council Policy Section 14.1 ANNOUNCEMENTS about leave of absences of different councillors.
Next Steps	N/A

Meeting, Date	Executive Check-in (4th Mar, 2022)
Parties Attending	All executive committee members
Meeting Length (Hrs)	1.5 hrs (11:30pm to 1pm)
Reason	Regular check-in about current projects and capacities

Summary and Outcome	• De-brief about elections (what could have be done better in future in terms of smooth running and clarification on policies) • Capacity + Moving Forward (Plan for the rest of the semester and term) • Training in-coming person afterwards • Upcoming Term worries
Next Steps	N/A

Meeting, Date	Candidate 1 Open Forum for Science Dean Hiring
Parties Attending	SFU management, Student Body and other undisclosed participants on Zoom
Meeting Length (Hrs)	1 hr
Reason	Presentation of the candidate
Summary and Outcome	The candidate presented about their previous experience, roles and expertise and answered questions from the audience.
Next Steps	N/A

Meeting, Date	Final Interview Candidate 1- Dean Search
Parties Attending	All the search committee members
Meeting Length (Hrs)	1.5 hrs (3:30pm to 5pm)
Reason	Hiring Committee Meeting
Summary and Outcome	The candidate was asked a final set of questions for their positions and they got a chance to ask their questions as well.
Next Steps	N/A

Meeting, Date	Candidate 2 Open Forum for Science Dean Hiring
Parties Attending	SFU management, Student Body and other undisclosed participants on Zoom
Meeting Length (Hrs)	1 hr
Reason	Presentation of the candidate
Summary and Outcome	The candidate presented about their previous experience, roles and expertise and answered questions from the audience.
Next Steps	N/A

Meeting, Date	Final Interview Candidate 2- Dean Search
Parties Attending	All the search committee members
Meeting Length (Hrs)	1.5 hrs (3:30pm to 5pm)

Reason	Hiring Committee Meeting
Summary and Outcome	The candidate was asked a final set of questions for their positions and they got a chance to ask their questions as well.
Next Steps	N/A

Meeting, Date	Financial Matters Meeting (7th Mar, 2021)
Parties Attending	Almas Phangura, Corbett Gildersleve, Ayesha Khan, Kurt Belliveau
Meeting Length (Hrs)	30 mins (10:30 am to 11am)
Reason	To discuss affordability and budget
Summary and Outcome	1. Proration Calculation Discussion The Union agrees to our calculation. In regards to staff who have been overpaid, the Union wants the Employer to offer 2 options to affected staff: a) repay the over-payment over a period of time b) be deducted equivalent time off for 2022 2. MSC Generalist Budget The Generalist who is hired may be offered full time hours (temporarily) while Ricky is away and then the Generalist can go back to 21 hours/week after. Affordability? 3. Research Assistant Affordability
Next Steps	N/A

Meeting, Date	Management and Executive Meeting (7th Mar, 2022)
Parties Attending	All executive committee members, John, Ayesha, Ella
Meeting Length (Hrs)	2 hrs (1pm to 3pm)
Reason	Transition Meeting for the new Term
Summary and Outcome	• Working on Severance Support • How to protect Management + reduce Emotional Labour • Bargaining Unit Work • Active threat training and Security on campus - a.) Identify what already exists that we can tap into and build from. - b.) What new alternatives, strategies, models can we think of? - c.) What resources do we need to make this happen soon (funds, passing motions, collaborations etc.) Where can we pool resources with allies on campus and beyond? 1.) How much money does SFU invest in campus security and/or any other policing measures? Where does that money come from? (Does it come from tuition dollars? Federal grants? Large Donors?) 2.) Where does SFU invest that money? Only in campus security? In the enhancement of local policing capacity?

	3.) What does campus security do? What powers do they have? Where is their jurisdiction, and toward whom do they exercise those powers? Who gets policed? 4.) What does university policing look like from the perspective of those who are policed? What policies reinforce policing? 5.) What specific interests does university investment in policing serve? • Guidelines to Exec online communications
Next Steps	N/A

Meeting, Date	Executive Committee Meeting (8th Mar, 2022)
Parties Attending	All executive committee members
Meeting Length (Hrs)	2 hrs (1pm to 3pm)
Reason	Regularly scheduled meeting
Summary and Outcome	Motions - SUB Bookable Rooms for immunocompromised students and students with immunocompromised kin (Rooms 1337, and 1339 will utilized for the purpose of providing safe study space for immunocompromised community members and if the SUB bookable 1337 and 1339 rooms for immunocompromised students and students with immunocompromised kin are discontinued at any point that the two air purifiers in question become the sole property of SFU DNA.) - SFSS x Cambium Arts & Education "Building Futures of Care: Police Free Campuses" Workshop (We support transformative justice and forms of restorative justice to ensure supportive community efforts and hence mutually come to the decision that Executive Committee spend up to \$1800.00 to pay Cambium Arts & Education from line item 820/20 in line with the Issues Policy "The SFSS recognizes that Black, Indigenous, racialized, and gender-oppressed people, migrants, those living with mental health issues and disabilities, people who use criminalized drugs, and people without housing have experienced disproportionate harm due to policing instead of receiving support.") DISCUSSION ITEMS - Indian Residential School Survivors & Kin Tuition Waiver • Working on a project to start a campaign to waive tuition to Indigenous students who have attended residential school or have family members who have attended residential schools. • Gabe Liosis, as a Senator, is open to help by making a senate recommendation to Board of Governors to pass this. • SFU is exploring tuition waivers for all Indigenous students, as it is hard to identify students with connections to residential schools. - PHO Guideline Updates • PHO has been changing and there will be an update on Thursday for BC, as the other provinces are changing the mandates. • Looking into how that will look for the SFSS and SUB. - Donations from Referendum Questions

	• To encourage voting, each student, who voted, \$2 will be donated to an organization that distributes vaccines to people. - o Unfortunately, this was not mailed in time before the election to announce it. • Currently, the options are: Donate the money to another organization and/or recommend the practice to be done for the next election. • Voted to do both options. • If the amount is <\$5,000 then the Executive team can go ahead with donating it to an organization. • If the amount is >\$5,000 the decision will go to Council to vote on. - Shortening Council Meeting to 3 Hours with 1 Hours Flexibility - Executive Transition Progress Update • The first transition training with the one-day orientation has been held on Friday, February 25. • Suggestion for Ella to send out meeting invites to the new members to join regularly scheduled Exec meetings. • Corbett: - o Held a meeting with Helen to give more details on HR, the layers of Council and Executive, more on union and staff, challenges with the role. - o Helen will be invited to regularly scheduled meetings to begin shadowing. • Jess: - o Some challenges with scheduling a time with the incoming VP Events. - o Will create a document with questions for the new member to be answered and submitted by Jess to have a basis for what to discuss. - o Let SER and MECS know about the new person in the position, so they are prepared, transition, and have introduction meetings. • Matthew: - o The appointed VP External is currently and Associate VP. - o Scheduled weekly meetings with the new member to go over tasks and tasking them to finish and have practice with issues policies. - o Start having introductory meetings with community members. - o Making templates of briefing notes and campaigns. - o Going over their platform and projects that need to be finished. • Almas: - o The incoming member is being looped and engaged with payments, payrolls, sending out Executive and non-Executive work reports. - o Making videos and sending it to them instead of screenshots, as it is more efficient. - o The new member will need to meet with Ayesha and John, which will be scheduled soon. • Chloe: - o Meet with Judit soon to plan a schedule on how to transition everything before the current Executive Team's departure. - o Invite Judit to all committee meetings • Serena: - o Setting up an introductory meeting. - Executive Committee Approval for Important Updated SUB Safety Protocols to be Aware of
Next Steps	N/A

Meeting, Date	EiTA Consultation Meeting (9th Mar, 2022)
Parties Attending	Excellence in Teaching Awards committee members
Meeting Length (Hrs)	1 hr (12:30pm to 1:30pm)
Reason	Consultation meeting of the committee
Summary and Outcome	The consultation has opened for the revised policy, procedures, and the appendix with the new definition of teaching excellence. Members of the committee gave their brief feedback and how they believe the process should look like in future. Further meetings will be help to make sure suggestions can be incorporated into the decision making process for any changes to the EiTA.
Next Steps	N/A

Meeting, Date	Furniture Budget Review (9th Mar, 2022)
Parties Attending	Almas Phangura, Devyn Davies, Women's Centre Coordinator, Corbett Gildersleve
Meeting Length (Hrs)	1 hr (2pm to 3pm)
Reason	Answer questions and queries of the WCC and OOC
Summary and Outcome	- Provide an overview of what was allotted to both WCC and OCC for furnishing their spaces - They have decided to go ahead and use the same commercial furniture company that supplied goods to the SUB - Provided suggestions on their briefing documents and answered questions regarding budget and bringing motion to the council meetings - Talk about numbers in detail and how much is being spent on what
Next Steps	Check on updates with WCC and OOC.

Meeting, Date	Council Development Session (9th Mar, 2022)
Parties Attending	Council Members
Meeting Length (Hrs)	2.5 hr (4:30pm to 7pm)
Reason	Regularly scheduled biweekly session
Summary and Outcome	- Corbett gave a presentation about department 20 i.e Council (their operating costs, revenue and assets) - A historical trend in the budget was discussed and questions were answered about the core funding of clubs, petty cash etc. - An overview of consolidated budget was given so that members could vote on the finalized budget next month
Next Steps	N/A

Meeting, Date	Budget Planning Session (10th Mar, 2022)
Parties Attending	Almas Phangura, Corbett Gildersleve

Meeting Length (Hrs)	30 mins (2:30pm to 3pm)
Reason	Next steps of the consultation process
Summary and Outcome	- Corbett provided an overview of how he did the budget planning last year
Next Steps	N/A

Meeting, Date	Candidate 3 Open Forum for Science Dean Hiring
Parties Attending	SFU management, Student Body and other undisclosed participants on Zoom
Meeting Length (Hrs)	1 hr
Reason	Presentation of the candidate
Summary and Outcome	The candidate presented about their previous experience, roles and expertise and answered questions from the audience.
Next Steps	N/A

Meeting, Date	Covid re group with Executive Committee members (11th Mar, 2022)
Parties Attending	All executive committee members
Meeting Length (Hrs)	1 hr (4pm to 5pm)
Reason	Talk about the changes in PHO
Summary and Outcome	- Speak about people's concerns about sudden changes in mask mandates being lifted - Further steps to be taken for safety in SUB - Suggestions of staff members
Next Steps	N/A

Meeting, Date	Final Interview Candidate 3- Dean Search
Parties Attending	All the search committee members
Meeting Length (Hrs)	1.5 hrs (3:30pm to 5pm)
Reason	Hiring Committee Meeting
Summary and Outcome	The candidate was asked a final set of questions for their positions and they got a chance to ask their questions as well.
Next Steps	N/A

Meeting, Date	New executive 2022-2023 Q&A townhall (14th Mar, 2022)
Parties Attending	All members of new executive committee and staff members
Meeting Length (Hrs)	1 hr (4pm to 5pm)

Reason	Transition meeting
Summary and Outcome	Staff members asked questions to the incoming executive about their plans and priorities for the upcoming term.
Next Steps	N/A

Meeting, Date	WUSC Meeting Preparation (14th Mar, 2022)
Parties Attending	Almas Phangura, Marie Haddad, Balqees Jama
Meeting Length (Hrs)	30 mins (8:30pm to 9pm)
Reason	To prepare for WUSC Meeting
Summary and Outcome	- Talk about the questions that we want to ask the SFU Administration - Prepare answers and relevant background for the questions that they have sent us in the initial draft for operational processes of the scholarship (yet to be finalized in another meeting since we did not get enough time to talk in detail)
Next Steps	N/A

Meeting, Date	Executive Committee Development Session
Parties Attending	All current executive committee members and Abhi Parma, Helen Pahou, Judit Nagy
Meeting Length (Hrs)	1 hr 45 mins (1pm to 2:45pm)
Reason	Regularly scheduled session
Summary and Outcome	- Go over the agenda and prepare for council meeting - Issues faced by councillors to meet their hours and suggestions on how to resolve them - Student outreach about the mask mandate change - Chloe's proposal to keep council meetings more accessible and strictly 4 hours so that there is no discussion on topics that go on tangents
Next Steps	N/A

Total Meeting Hours	32 hrs 15 mins
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Projects and Events

Project/Event Title	Building Futures of Care: Police Free Campuses
Updates and Upcoming Plans	- She talked about the history of incidents and policing on post secondary institutions - What proportion of city budgets go into funding police/ police budget - What does safety on campus mean to us individually (group discussion) - Do the current systems on campus work to keep all of us safe? Who do they keep safe? Who do they make unsafe and in what ways?
Relevant Strategic	N/A

Priorities	
Total Time (Hrs)	1 hrs 40 mins(1pm to 2:40pm on 4th Mar, 2022)

Project/Event Title	Understanding positionality through portraiture by Sade Alexis
Updates and Upcoming Plans	Self portraiture and honest open discussion as a means of understanding our own identities and in turn our positionality was held by the speaker and moderator Sade Alexis. Through this, I learnt to understand the ways in which we interact with the world and how we move through space. It was a space for the Black community and allies and served as a great tool for me as an executive to learn more about different perspectives to serve communities that I am not a part of or unaware of.
Relevant Strategic Priorities	N/A
Total Time (Hrs)	2 hrs (2pm to 4pm on 11th Mar, 2022)

Total Project and Events Hours	3 hrs 40 mins
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Committee Chair Work

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

Total Committee Hours	
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Administrative Work

Summary	-Checked the work reports for the month of January (all done) (double check if the duties performed within the pay period were actually relevant to their role, the timing of the meetings, correcting grammatical errors etc) and updated the hours in our record spreadsheet logbook) -Send out emails to councillors missing their reports and not meeting their hours -Messages and chats (facebook and discord) -Answering emails, queries and communication with staff members and other patrons related to the society (average of 25+ emails in a day, tons of work regarding the grants processes and liaising with appropriate staff and executives, attendance mapping, social media posting and updating work reports on the website, budget lines for various motions passed during last months) -SOP Planning and making - Presentations updated for upcoming executive committee and Council updates
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	presentation -Preparation for meetings - Timesheet Updated for Non-Exec Councillors - Budget Planning with Constituency groups and executive committee members - Line items allocated for funding new projects and grants - WUSC Scholarship updates and operational procedures - Hiring Committees communication and updates 1st Mar= 3 hrs 3rd Mar= 2 hrs 5th Mar= 6 hrs 7th Mar= 2 hrs 8th Mar= 2 hr 9th Mar= 2.5 hrs 11th Mar= 2hrs 12th Mar= 2 hr 13th Mar= 2.5 hrs 14th Mar=3 hrs 15th Mar= 4 hr
Total Time (Hrs)	31 hrs

Summary	Work Report for the First Half of March
Total Time (Hrs)	2 hrs

Summary	Receive invoices and check requisitions, double check amounts and departments in the budget document and approve them + check payrolls and deduct appropriate amounts based on LOAs and penalties, staff payrolls
Total Time (Hrs)	3 hrs

Summary	Commercial Insurance Renewal for the SUB (Give them the appropriate documents and information needed for bringing all levels of policies to the same renewal date)
Total Time (Hrs)	4 hr

Total Admin Hours	40 hrs
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Total Hours	75 hrs 55 mins
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VP University and Academic Affairs
Serena Bains

Meeting Summary and Comments

Meeting, Date	Accessibility Department Meeting, March 1st from 11:30AM - 12:00PM
Parties Attending	Serena Bains, Brianna Price
Meeting Length (Hrs)	0.5 hours
Reason	To discuss the roles of the Coordinator and Assistant during the EC transition
Summary and Outcome	- Working on a policy with management folks regarding harassment - Constituency groups - For training - Values in the accessibility department - Issues policies - Group guidelines of SFU DNA - Operates on the principles of disability justice - If asked to do different things by SFU DNA and Executive then how does the hierarchy work? - Any tasks, jobs, etc., that are for the accessibility assistant must be given through the accessibility coordinator
Next Steps	- N/A

Meeting, Date	Meeting About Masks and Social Distancing, March 1st from 1:00PM - 2:00PM
Parties Attending	Serena Bains, Ayesha Khan, John Walsh, Shelley Durante, Matthew Provost, Chloe Homenuke, Almas Phangura, Ella Droko, Marie Haddad, Jess Dela Cruz, a few staff folks in person
Meeting Length (Hrs)	1 hour
Reason	To discuss masks and social distancing guidelines for the SUB
Summary and Outcome	- Reducing social distancing - Increasing capacity over the week - Staff experiences with students not complying
Next Steps	- N/A

Meeting, Date	Executive Committee Working Session, March 1st from 2:00PM - 3:15PM
Parties Attending	Serena Bains, Matthew Provost, Chloe Homenuke, Marie Haddad, Almas Phangura, Jess Dela Cruz
Meeting Length (Hrs)	1.25 hours
Reason	To work on any items that we need to catch up on
Summary and Outcome	- Staff concerns

	- Going over the Council agenda
Next Steps	- N/A

Meeting, Date	Accessibility Assistant Hiring Committee, March 2nd from 11:00AM - 12:00PM
Parties Attending	Serena Bains, Samantha, Brianna Price, Vivian Ly, Candidate #3
Meeting Length (Hrs)	1 hour
Reason	To interview one of our candidates for the position
Summary and Outcome	- Provided an introduction - Went through our questions for the candidate - Went over next steps
Next Steps	- N/A

Meeting, Date	Accessibility Assistant Hiring Committee, March 2nd from 12:00PM - 1:00PM
Parties Attending	Serena Bains, Samantha, Brianna Price, Vivian Ly, Candidate #4
Meeting Length (Hrs)	1 hour
Reason	To interview one of our candidates for the position
Summary and Outcome	- Provided an introduction - Went through our questions for the candidate - Went over next steps
Next Steps	- N/A

Meeting, Date	Accessibility Assistant Hiring Committee, March 2nd from 1:00PM - 2:00PM
Parties Attending	Serena Bains, Samantha, Brianna Price, Vivian Ly, Candidate #5
Meeting Length (Hrs)	1 hour
Reason	To interview one of our candidates for the position
Summary and Outcome	- Provided an introduction - Went through our questions for the candidate - Went over next steps
Next Steps	- N/A

Meeting, Date	Council Meeting, March 2nd from 4:30PM - 10:00PM
Parties Attending	Council members, SFSS Staff
Meeting Length (Hrs)	5.5 hours
Reason	To discuss and vote on any motions to do with the SFSS and community at large

Summary and Outcome	- Consent agenda - Matters arising from the minutes - Adoption of the agenda - SUS Spring Formal presentation - No cops on campus - Committee appointments - SFSS/SVSP0 memorandum of understanding - SUS Spring Formal - Printing costs - New/mode subscription - In camera - SUB closure - In-camera confidentiality responsibilities of Council members - Summer council meeting times - Cognitive science core funding increase proposal - Council policy section 14.1
Next Steps	- N/A

Meeting, Date	Accessibility Assistant Hiring Committee, March 3rd from 11:00AM - 11:30AM
Parties Attending	Serena Bains, Samantha, Brianna Price, Vivian Ly
Meeting Length (Hrs)	0.5 hour
Reason	To go over the answers of the candidates and make a final decision
Summary and Outcome	- Went through the answers of the candidates - Calculated the average scores for the candidates - Decided on a top three, and who to offer the position to
Next Steps	- Call references - Offer position - Let hiring committee know of outcome

Meeting, Date	Senate Committee on Undergraduate Studies (SCUS), March 3rd from 2:30PM - 4:30PM
Parties Attending	Serena Bains, Rosa Balletta, Kate Tairyan, Philippe Pasquier, Megan Crouch, Kevin Oldknow, Fernando Aragon, Alisa Kandikova, folks who were attending in-person
Meeting Length (Hrs)	2 hours
Reason	To discuss and vote on any items to do with undergraduate studies
Summary and Outcome	- Approval of the agenda - Approval of the minutes - Old business - Course unit definition - Program changes to faculty of arts and social sciences - Course changes - New course proposals - Program changes - English language and culture
Next Steps	- N/A

Meeting, Date	Executive Check-In, March 4th from 11:30AM - 1:00PM
Parties Attending	Serena Bains, Matthew Provost, Jess Dela Cruz, Marie Haddad, Chloe Homenuke, Corbett Gildersleve, Almas Phangura
Meeting Length (Hrs)	1.5 hours
Reason	To check in on each other around the last two weeks
Summary and Outcome	- Debrief about elections - Capacity and moving forward - Training incoming people - Upcoming term worries
Next Steps	- N/A

Meeting, Date	Building Futures of Care: Police Free Campuses, March 4th from 1:00PM - 2:30PM
Parties Attending	Serena Bains, Ella Droko, Amal Rana, Brianna, Marie Haddad, Almas Phangura, Chantelle, Christina, Desiree Gabriel, Eshana Baran, Helen Sofia Pahou, Jesse Wentzloff, Joelle, Jude, Magnus, Matthew Provost, Pierre Cenerelli, Rea Chatterjee, Robin, Simmi Dhaliwal, Somayeh, Susan, Vaibhav Arora
Meeting Length (Hrs)	1.5 hours
Reason	To receive training on abolition
Summary and Outcome	- What does safety mean to you? What makes you feel safe on campus? - Do the current systems on campus work to keep all of us safe? Who do they keep safe? Who do they make unsafe and in what ways? - The connections between "canada", settler colonialism and anti-blackness - Ethnicity of people killed in encounters with police - Police budgets as a proportion of the city budget - A history of incidents at post-secondary institutions
Next Steps	- N/A

Meeting, Date	Management and Executive, March 7th from 1:00PM - 2:45PM
Parties Attending	Serena Bains, Jess Dela Cruz, John Walsh, Ayesha Khan, Ella Droko, Corbett Gildersleve
Meeting Length (Hrs)	1.75 hours
Reason	To discuss any items that have to do with management/union excluded staff
Summary and Outcome	- Working on severance support - John's emails with recommendations - How to protect management and reduce emotional labour - Security on campus - Active threat training - Guidelines to Executive online communications
Next Steps	- N/A

Meeting, Date	Senate Meeting, March 7th from 5:30PM - 6:30PM
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Parties Attending	Members of Senate, mostly in-person, I was attending virtually
Meeting Length (Hrs)	1 hour
Reason	To discuss and vote on any items to do with academic governance of the university
Summary and Outcome	- Approval of the agenda - Approval of the minutes - Business arising from the minutes - Report of the Chair - Question period - Reports of committees - Senate Committee on Agenda and Rules (SCAR) - Senate Committee on Enrollment Management and Planning (SCEMP) - Senate Committee on University Priorities (SCUP) - Senate Committee on Undergraduate Studies (SCUS) - Other business - Closed session
Next Steps	- N/A

Meeting, Date	Tuition Waiver for IRS and Kin, March 8th from 10:00AM - 10:30AM
Parties Attending	Serena Bains, Tracey Mason-Innes, Erin Biddlecombe, Laya Behbahani, Tom Nault, Jessica La Rochelle
Meeting Length (Hrs)	0.5 hours
Reason	To discuss tuition waivers for Indigenous residential school survivors and their kin
Summary and Outcome	- Tom and Jess are the leads on exploring the tuition waivers for Indigenous students from host nations - Ask if Aboriginal, then First Nations, Metis or Inuit, so it's difficult to determine who is from the host nations - So rather than limiting it to host nations, exploring what it could look like for all Indigenous students - Centered for consultation within the community to not replicate the past harms - Report given to the provost (Catherine Dauvergne), an Executive decision to whether or not to explore this further, not sure whether or not it would have to go to BoG - Know that it is concern that some folks may identify as Indigenous, but their community may not consider them to be Indigenous, but university is not going to police who is Indigenous, challenging but it is Indigenous protocol to situate yourself - Documentation: students can provide their status or Metis card, folks can connect with the Indigenous recruiter to get support if getting documentation is triggering - Letters of support, SFSS involved in consultation and communication to ensure students are represented in the process, want to reach as many Indigenous students as possible - Self-identifying has come up with the EDI awards as well, no requirement for folks to confirm their claims - Jessica_larochelle@sfu.ca
Next Steps	- N/A

Meeting, Date	Executive Committee Meeting, March 8th from 1:00PM - 3:00PM
Parties Attending	Serena Bains, Corbett Gildersleve, Chloe Homenuke, Jess Dela Cruz, Matthew Provost, Gabe Liosis, Almas Phangura
Meeting Length (Hrs)	2 hours
Reason	To discuss and vote on any items to do with the SFSS and the community at large in-between Council meetings
Summary and Outcome	- Consent agenda - Matters arising from the minutes - Adoption of the agenda - Reports from committees - Reports from Executive - Indian residential school survivors and kin tuition waiver - PHO guideline updates - Donations from referendum questions - SFSS response to SFU's 2022-2023 budget - SFSS election and referenda next steps - Executive committee approval for important updated SUB safety protocols to be aware of - Transition
Next Steps	- N/A

Meeting, Date	Angie/Serena BoG Call, March 8th from 4:00PM - 4:30PM
Parties Attending	Serena Bains, Angie Hall
Meeting Length (Hrs)	0.5 hours
Reason	To chat as Angie is the new Chair of the BoG
Summary and Outcome	- What is working well and isn't working well? - What are students experiencing at SFU? - What are the trends in terms of students taking longer to graduate, receive co-op, etc?
Next Steps	- N/A

Meeting, Date	Enrollment Appeals Committee, March 9th from 2:30PM - 3:30PM
Parties Attending	Serena Bains, Wendy, Nyomi, Vicki, Krista, Kris
Meeting Length (Hrs)	1 hour
Reason	To go through the current appeals and decide whether or not to approve them
Summary and Outcome	- Went through the confidential cases of students - Decided whether or not to approve the appeals - For some cases provided notes on drop deadlines and other concerns
Next Steps	- N/A

Meeting, Date	Council Development Session, March 9th from 4:30PM - 7:00PM
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Parties Attending	Council members
Meeting Length (Hrs)	2.5 hours
Reason	To introduce Council's section of the SFSS budget so folks can bring back feedback for next week
Summary and Outcome	- Going through Council's section of the SFSS budget - The differences in the budget from this year compared to last year - The funding available for different committees
Next Steps	- N/A

Meeting, Date	Dina/SFSS Check-In, March 10th from 1:00PM - 1:30PM
Parties Attending	Serena Bains, Dina Shafey, Corbett Gildersleve
Meeting Length (Hrs)	0.5 hours
Reason	To discuss any items to do with the Surrey campus
Summary and Outcome	- Housing demand survey specifically to Surrey - Approval for the CAL exam center, renovations occurring in May, should be open in Fall 2022 - Hiring a disability access advisor for Surrey - Ablution station is delayed due to supply chain issues - Looking to renovate ISC - Looking to hire two Indigenous folks - Hiring a student support counselor for Surrey
Next Steps	- N/A

Meeting, Date	Executive Committee Working Session, March 15th from 1:00PM - 2:45PM
Parties Attending	Serena Bains, Corbett Gildersleve, Chloe Homenuke, Judit Nagy, Rea Chatterjee, Abhi Parmar, Helen Sofia Pahou, Almas Phangura
Meeting Length (Hrs)	1.75 hours
Reason	To go over anything that is outstanding from the last week or so
Summary and Outcome	- Described what the working sessions are for for the incoming Executives - Went through the Council agenda - Briefing notes and motions - Discussion items
Next Steps	- N/A

Total Meeting Hours	28.25
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Projects and Events

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

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

Total Project and Events Hours	
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Committee Chair Work

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

Total Committee Hours	
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Administrative Work

Summary	Work reports, SOPs, responding to messages, emails
Total Time (Hrs)	March 1st - 2 hours March 2nd - 3 hours March 3rd - 3 hours March 4th - 2.5 hours March 5th - 3 hours

	March 6th - 1 hour March 7th - 2 hours March 8th - 3 hours March 9th - 3 hours March 10th - 2 hours March 11th - 2.5 hours March 12th - 2.5 hours March 13th - 3 hours March 14th - 3 hours March 15th - 2 hours
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Total Admin Hours	37.5
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Total Hours	65.75
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VP External and Community Affairs
Matthew Provost

Meeting Summary and Comments

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

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

Total Meeting Hours	
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Projects and Events

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

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

Total Project and Events Hours	
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Committee Chair Work

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

Total Committee Hours	
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Administrative Work

Summary	
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Total Time (Hrs)	
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Total Admin Hours	
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VP Events and Student Affairs
Jess Dela Cruz

Meeting Summary and Comments

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

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

Total Meeting Hours	
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Projects and Events

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

Project/Event Title	
Updates and Upcoming Plans	

Relevant Strategic Priorities	
Total Time (Hrs)	

Total Project and Events Hours	
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Committee Chair Work

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

Total Committee Hours	
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Administrative Work

Summary	
Total Time (Hrs)	

Total Admin Hours	
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VP Equity and Sustainability
Marie Haddad

Meeting Summary and Comments

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

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

Total Meeting Hours	
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Projects and Events

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

Project/Event Title	
Updates and Upcoming Plans	

Relevant Strategic Priorities	
Total Time (Hrs)	

Total Project and Events Hours	
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Committee Chair Work

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

Total Committee Hours	
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Administrative Work

Summary	
Total Time (Hrs)	

Total Admin Hours	
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