

BOARD REPORT

Prepared for Board of 2015-05-29

President

Met with UBC AMS President and VP Academic & University Relations to discuss current priorities and possible collaborations; Attended UBC Council Meeting for reference
Met with Jonathan from SFU Government relations to discuss collaboration events and upcoming advocacy events
Hired new Executive Director
Attended Studentcare conference 2015 - met with student society leaders all across Canada
Dealt with HR Issues (Confidential)
Met with ED and Shop Steward to discuss Hiring Committees
Build SFU Dialogue Working Group Participant
SFU App Student Focus Group Participant

Vice President External Relations (past 2 weeks)

- Meetings attended: Louis Riel meeting, informal advocacy meeting, SUDS (students United for Disability support) meeting, Build SFU discussions, Council Chair orientation session, GSS External Relations Officer about the National Energy Board submission, GSS ED about NEB evidence submission, Accessibility Hiring Committee
- Checked in with SFSS departments: Women's Centre, Out on Campus, Student Union Resource Office, Communications office, CRP office, Executive Director
- Coordinating Colleen's Thank You/Appreciation
- Attended Elections Canada: Get out the Vote seminar
- Assisted with Clubs day prep and outreach
- Worked to create content for Board retreat and strategic planning sessions

Vice President Finance

- Planning meeting and reading CA, Handbook and JD to prep questions and get ready for 45 probationary review
- Meeting with individuals that directly work with FC to gather insight and planning meeting time for 45 day probationary review
- Build SFU orientation session
- JSC Meeting and meeting with Board members interested in Build
- Outreach at Burnaby Clubs Days and cleaning up of set up the second day
- Outreach at SFU Info Eve
- Retreat Planning
- Research and meeting with Pierre regarding Board remuneration

- Signing Cheque requisitions and meetings/conversations with Kurt and Colleen about future finance related plans and projects
- Finalizing outstanding situations from last year

Vice President Student Life

- Board meeting
- Successful Clubs day in Burnaby and Surrey
- General Office Replacement Coordinator probationary review
- General Office Administrative Assistant probationary review
- Council Chair Orientation
- Informal FARM Meeting
- Informal Advocacy meeting
- Build SFU Orientation
- Build SFU Joint Steering Committee
- Clubs Day preparation and recap with communications coordinator
- Met with members regards SFU's Got Talent, International Student Group, and Fall Kickoff concert
- Attended SFU's 50th anniversary joint steering committee
- Attended SFU info night dinner
- Preparing draft for Fall Kickoff 2015
- Set office hours and administrative duties

Vice President Student Services

- Hired an Executive Director.
- Completed 360 review summary of Build SFU General Manager.
- U-Pass/Compass:
 - Met with and established a promising relationship with SFU U-Pass administrators. They are great.
 - 12,000 eligible students (66%) have retrieved their cards over the last five business days.
 - SFU IT services working on generating effective reports which divide and describe key information regarding the use and trends in the two programs during this transition. These reports may be shared with the SFSS.
 - There have been no U-Pass appeals for this semester.
 - Received access to student database and information for the purpose of evaluating appeals.
 - Payment report template for SFU payments to Translink is complete, and SFU administrators will be aiming to work in that template. Once the payment report has been completed by SFU, SFSS will have access to it as well with relevant information.
 - Working with SFU administrators to acquire key information regarding Compass logistics and details for SFSS website and communications materials.
 - Will be organizing, with SFU, a visit from Translink to ensure a smooth launch of the Compass program in the fall semester.
- Health and Dental Plan:
 - Attended a stakeholder conference hosted by SFSS insurance broker, Student Care Networks.
 - Creating a potential presentation with the SFSS account manager from Student Care Networks for the Board of Directors and Council.

- Investigating alternative means for placing student health and dental plan offices on satellite campuses.

Questions, comments, and requests for documents with respect to confidentiality may be sent to vpsservices@sfss.ca

Vice President University Relations

- Board Meeting
- Informal Advocacy meeting
- Build SFU orientation session
- Meeting with Board members interested in Build SFU
- Finalizing SFSS retreat schedule and content
- Meeting with AVPS
- Participation at Burnaby Clubs Days
- Participating and speaking at SFU Info Eve
- Office hours and administrative duties

Applied Sciences Representative

- Performed outreach at Club Days
- Attended an online meeting with SSSS, discussed upcoming events, issues, and views on current SFSS projects.
- Attended various meetings (BuildSFU, Hiring committee, Discussion Groups)
- Attended the Board Meeting
- Reached out to DSU execs concerning upcoming meetings, club days, and other events.
- Met with Women's Center Coordinator to discuss my new liaison position and issues related to women-focused groups
- Attended a Girls Get IT outreach event in Surrey

Arts and Social Sciences Representative

Business Representative

- Clubs days (Burnaby)
- BOA Meeting with BASS and Business Faculty Advisors
- Engagement and planning with business clubs
- Info Night with the Beedie School of Business
- Engagement with Student Engagement Office at the Beedie School of Business
- Meeting with Brooked Events
- Meeting with General Manager John
- Research on DSU's
- General Office Assistant Probationary Review Meeting
- Emails

Communications, Art, and Technology Representative

- Read Policy Manual
- Read Granting Committee Handbook
- Follow up (via email) on Leave of Absence Compensation to VP Finance and President
- Follow up to DSU President's Skype Meetings
- Skype meeting with FCAT Student Senator

- Administrative tasks (e-mails and e-filing)

Education Representative

- Attended Student Services Meet & Greet with SFSS and GSS
- Attended BoD Build SFU orientation
- Met with Faculty of Education undergraduate advisor/recruiter
- Drafted questions for a survey as an undergraduate response to the external reviewers' report for the Faculty of Education
- Assisted at the Faculty of Education table and gave presentation for the Faculty of Education breakout session during SFU Information Evening (May 21st)
- Researched companies for Education clothing
- Worked Clubs Day shift for SFSS table
- Emailed Board members a Google Doc to edit in their office hours (so that we can create a document to post all our office hours on the office window)
- Attended Nuts & Bolts Workshop
- Emailed Board members to consult about Board clothing

Environment Representative

- Attended Student Services Meet & Greet with SFSS and GSS
- Attended BOD Build SFU orientation
- Worked Clubs Day shift for SFSS table
- General Office Hiring Committee review
- Outreached to Sustainable SFU
- Attended Bachelor of Environment inaugural student union meeting
- Informal Farm meeting
- Helped out with the Faculty of Environment table and presented during the breakout session during SFU Info Eve
- Circulated Kinder Morgan Pipeline Submission information

Health Sciences Representative

- Met with HSCI Faculty Academic Advisor (equivalent to Engagement Officer) re: student recruitment, HSCI's 10th year anniversary plans & aligning HSUSU/FHS (Faculty of Health Sciences) goals/projects
- Club days engagement & photography & post-production editing
- Collaborated with HSUSU re: Club days
- OCC Probationary Review Committee (Continued contact, established pre-meeting and session time, finished reading relevant files)
- Informal FARM meeting
- SFU Information Evening (engaged with prospective HSCI students, answered questions, promoted SFSS & activities)
- Filming/editing video re: SFSS activities
- HSUSU weekly meeting (finalizing year-long activities/projects)
- Conversations re: BuildSFU & orientation

Science Representative

performed outreach and participated in clubs day for all three days
 preliminary meeting for financial coordinator probationary review
 meeting for the Build SFU joint steering committee
 discussion with SUS representatives on goals for the year
 meeting with Ed deeks on goals and agenda for survey
 meeting with SCC chief officer on SCC and SFSS and how SCC is a subset of SFSS
 student services meet and greet with SFSS and GSS
 lengthy Discussion with VP student life about SSOC and upgrade of space at survey

attend board meeting
email (to SUS and BPKSU about mentorship, students from club days)

At-Large Representative Pooghkay

- Accessibility hiring committee meeting
- Build SFU presentations
- accessibility hiring committee follow- up
- Farm meeting
- Communications department meeting
- Clubs days
- Accessibility research worker interviews
- Epcom committee meeting

At-Large Representative Sharma

- Attended the board meeting
- Informal farm meeting
- Attended BUILD SFU orientation
- Parking services review committee introduction
- Working on International festival
- Outreach at Clubs days, talked with several clubs
- Meeting with Parking services head and collected the package
- Assisted a student who needed help in starting a new club, provided resources
- Attended Parking services review committee meeting
- Meeting with the RHA summer coordinators
- Contacted clubs, dsus discussing about the international festival
- Reviewed granting handbook
- Meeting with the residence life coordinator
- Office hours and administrative work