

BOARD REPORT

Prepared for Board of 2015-06-23

President

- Worked with VP student life on concert proposal and reviewed over budget, logistics, and event planning
- Planned, executed and led the two SFSS All-Clubs Executive Meet & Greet events
- Boothed at the SFSS Outreach Table
- Met with SFPIRG and with Tsatia regarding Indigenous Catering
- Met with the Ombudsperson regarding his role
- Check-in with Managers and incoming ED
- Working Conditions Meeting and other confidential HR matters
- Interview with the Accessibility Review Project worker
- Attended the SFU Indigenous Day Steering Committee meeting
- Met with Adam and Fiona from the 50th Anniversary Working Group to discuss partnerships regarding large-scale events
- Attending 2015 International Conference on Health Promoting Universities & Colleges

Vice President External Relations

- Attended International Young Governance Summit, advocacy committee meeting, Build SFU Dialogue, registered for the UVSS positive consent conference, meeting GSS regarding National Energy Board submission, SFSS club social
- Goals to be completed by next board meeting: conduct Club outreach, create an Advocacy timeline calendar, set meeting for SFU External Relations Office, follow up with Students United for Disability Support regarding action items

Vice President Finance

- International Young Governance Professionals Summit June 18-20
- Executive Meetings
- Review and approval of cheque requisitions and other financial documents
- Provision of Financial information to various individuals
- Responding to inquiries about outstanding payments from last year, assistance with approval of unresolved cheque requisitions
- Setting up of legal spending tracking

- Some review of high level “Budget Remaining” report to gauge spending, review of specific line item general ledgers from past
- Review of documents and preparing for Communications Assistant HC set up
- SFSS Club Outreach, follow up with fellow Board Members
- Contacting Legal regarding entering contract
- Meet and Greet Evening

Vice President Student Life

- Attended BC Open Textbook conference
- Presented three draft proposal for the *Fall Kickoff* event
- Meetings with the SFU 50th Anniversary Core Team
- Meetings with SFU Student Services
- Received approval for the *Fall Kickoff* event which is planned to take place in Convocation mall on September 25th
- Organizing Committee meetings for the *Fall Kickoff* event
- Took part in the Outreach Pilot Program
- Called two successful Events and Promotion Committee meetings
- Took part in the *SFSS meet & greet* events that was lead by *SFSS President*
- Reviewing proposals sent by external companies for the *Fall Kickoff* event
- Preparing presentation regarding Surrey campus space expansion project
- Granting committee meeting
- AFAC meeting
- Interview with Accessibility project worker
- Various meetings with student groups interested in holding Events (ex: SFU’s Got Talent, Summer Jam, Slam Poetry contest, etc).
- Administrative duties and emails

Vice President Student Services

- U-Pass and Compass:
 - Final Remittance Report for Spring Semester, and First Remittance for Summer Semester submitted.
 - Meeting with Translink regarding the Fall Compass Release scheduled for July 2, 2015.
 - Everything is normal following the Wave 3 Check-in of the Compass Card.
 - Completed briefing U-Pass Advisory Committee Alternate on the file.
 - Addressing student complaints and questions.
 - Created U-Pass and Compass presentation for student feedback and information delivery.
 - Creating FAQ Document based on feedback from presentations and e-mails.
 - Scheduling U-Pass Advisory Committee Meeting.
- Extended Health and Dental Plan
 - Video kiosks for satellite campuses may be secured in the summer, more likely in the fall, now discussing payment and space allocation.
 - Addressing student questions and complaints.

- Scheduling presentation for the Board of Directors and Council, likely in August.
- Submitted communications content to Coordinator for website and social media.
- Following up with the Health and Dental Plan committee regarding the current plan and process for negotiating the new plan.
- Following up with account manager regarding other items and timelines.
- Creating a presentation for student consultations prior to negotiations.
- Annual General Meeting
 - Leading the planning of the meeting.
 - Creating a small organizing group for logistics.
 - Looking into scheduling, venues, IT, process, and other logistics.
 - Investigating other campus involvement.
- Ombudsperson
 - Expectations of one another have been set.
 - Scheduling Ombuds presentations to the Board and Council
 - Submitted content regarding the service to the communications coordinator for the website and social media.
- Outreach
 - Talking to students in the AQ, establishing relationships and introductions to the SFSS.
 - Attended Club Executive Meet and Greet Social, introduced services to many clubs, and following up for service presentations.
 - Assisting students with initiatives such as socials and pub nights where possible.
- Food and Beverage Services:
 - Seeking to introduce new menu for Friday's, menu is completed, communications work outstanding.
 - Working with Communications Coordinator for effective and accurate content.
 - Meeting with General Manager regularly for brief follow-ups and updates.

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

Vice President University Relations

- International Young Governance Professionals Summit June 18-20
- Exec, Board, Advocacy committee meetings
- First Official Open Textbook Working Group Meeting
- CJSF Lease Agreement meeting
- SFSS Club Exec Social x2
- Meetings with accessibility project worker x2
- Completed Open Textbook Summit report
- Attended SFSS Retreat June 12-15

- Meeting with SASS President, RE: frosh
- Meeting with Tim Rahilly RE: Rotunda Lease Agreement
- Office hours and regular administrative duties
- SFSS Outreach to 9 SFSS clubs

Applied Sciences Representative

Outreach:

- Contacted 22 clubs to arrange a meetup to discuss the SFSS and issues the club encounters
- Attended June 16 club exec meet and greet and talked with execs from the Pentagon Club, CSSA, Global Initiatives, etc. about the granting process, workshops offered by the SFSS, and other related matters.
- Attended a Lifespan Club event (watched a documentary) and answered questions about writing grants and event planning
- Went to SUS Trivia Night, talked to a few members about future SFSS goals, policy governance, etc.

Meetings Attended:

- ESSS meeting on June 19 and ESSS Frosh meeting on June 20
- MESS meetings on June 8 and June 22
- CSSS meeting on June 16
- Surrey and Burnaby Office Hours
- Granting committee
- International Young Policy Governance Association Conference in Vancouver to learn more about their Policy Governance model (2 out of 3 days, I was sick for one day)
- Women's Center Collective meeting on June 23
- BuildSFU Dialogue Group x2

Arts and Social Sciences Representative

- Office hours, emails and other administrative duties
- International Young Governance Professionals Summit June 18-20
- Board, Advocacy committee meetings
- First Open Textbook Working Group Meeting
- Meeting with Deven Azevedo and John Ragone/ regarding project Vote
- Project Vote, emailing DSU's, clubs, and other parties involved
- SFSS Club Exec Social
- SFSS Outreach to SFSS clubs
- Attended Curtis' outreach pilot project
- Meeting with SASS (Exec and Council)
- DSU Summer BBQ follow up and logistical duties
- Various DSU meetings
- Meeting with Arts Student Engagement coordinator
- Briefing with VP Services regarding U-Pass advisory alternate rep duties
- U-Pass presentation for CMNSU with VP Services
- Nuts and Bolts training with Antonio

Business Representative

- BASS Board of Advisors Meeting
- Events and Promotions Committee
- Fall Concert Working Group
- Meeting with Council Candidates
- Business FROSH engagement
- Ancillary Services Lunch
- Outreach (SFSS Program)
- Facilitated the Nuts and Bolts Workshop for Business Clubs and Student Organizations
- Business Administration Student Society's Annual Student Leadership Retreat
- President's Council for Business Clubs and Student Organizations
- Meeting with Sue from SFU Recreation
- Meet and Greet with Clubs and Student Organizations
- Meeting with Sean and Lisa from Student Engagement Office (Beedie School of Business)
- Board Meetings
- Enactus Member's Appreciation Night
- Board Retreat (Strategic Planning)
- Outreach emails to Clubs and Student Organizations
- Research and collaboration with students about further engagement within the Business Faculty

Communications, Art, and Technology Representative

On a Leave of Absence

Education Representative

- Attended Board retreat June 12-15
- Attended Open Textbook Working Group meeting
- Drafted classroom presentation write-up for the ESA
- Attended Club Execs Meet & Greet events
- Tabled for SFSS Outreach
- Recruited new member for the Education DSU (ESA)
- ESA Meeting to approve funding for contribution to DSU Summer BBQ
- Set up EDUC 100 classroom talk about the ESA
- Sent Club Outreach Introductory emails

Environment Representative

- Attended Board retreat June 12-15
- Board, Advocacy meetings
- Office hours and regular administrative duties
- Attended 1st Open Textbook Working Group meeting
- Attended Club Execs Meet and Greet
- Participated in SFSS Outreach (tabling) - Pilot project
- Contacted clubs individually (via e-mail)

- Contacted SFU Recreation to find out best way to contact sports clubs - still awaiting reply
- Met up with a number of students interested in joining Faculty DSU's and provided them with info on how to get started
- Met up with GSS regarding NEB submission
- Meeting with SFU 350 representative regarding divestment campaign
- Skype meeting discussing Faculty Frosh
- Held 1st meeting for Women's centre hiring committee

Health Sciences Representative

- Meet & Greet (Club Executive Social): Took photos, post-production, gave edited photos from both days to Communications Coordinator
- Board Retreat (June 12-15)
- Stayed updated with HSUSU & talking with president re: FROSH & year-long timeline
- International Conference on Health Promoting Universities/Colleges: currently attending & compiling notes for report (June 22-26)
- Working on FHS/HSUSU pamphlet: Compiled health-related clubs, condensed HSUSU information & past events, retrieve FHS faculty/admin contact info
- Attended club/FSU events (SUS trivia night & HOME hookah night) & got footage/photos for SFSS summer compilation video
- BuildSFU discussions
- Club executive outreach emails
- Liaised with OOC Coordinator re: upcoming events & projects
- EPCOM meeting

Science Representative

From last week:

SSC board meeting

Meeting with the dean of science regarding Peer mentorship program

Draft student space oversight committee proposal

Meet with student engagement office

Initial meeting of PSN project worker Hiring committee

Follow up meeting of PSN Hiring committee - drafting interview questions

Meeting with ross regarding build sfu consultation in surrey

Office hours in Burnaby and Surrey

Club outreach meeting with execs of some clubs based in Surrey

emailing various clubs about build SFU and SFSS initiatives

Attended Club outreach hosted by sfss on both days

Meeting with accessibility advisor and Ed deeks in Surrey

At-Large Representative Pooghkay

No update received

At-Large Representative Sharma

- Attended the EPCOM meeting
- Presented the proposal for international festival
- Attended Open Textbook Working Group meeting
- Worked on SFSS Meet and Greet Social
- Sent Invitations to 180 clubs for the Meet and Greet
- Attended the Council Meeting
- Briefing with Residence Hall Association
- SFSS Outreach to clubs regarding BUILD SFU
- Reviewed recent EPCOM minutes and granting manual
- Office hours, emails and other administrative tasks
- Attended Board Retreat