

Call to Order – 2:31 pm April 8, 2015 | Forum Chambers

The Board of Directors acknowledged that the meeting was being conducted on Unceded Coast Salish Territories, which included the Squamish, Musqueam, Stó:lo, and Tsleil-Waututh people to the current knowledge of the Society.

### 1. Appointment of the Chair

#### MOTION BOD 2015-04-08:01

Bueckert

*Be it resolved to appoint Chardaye Bueckert as chair of BOD 2015-04-08*

#### CARRIED

### 2. Roll Call of Attendance

#### Board of Directors

President.....Chardaye Bueckert  
Vice President External Relations ..... Darwin Binesh  
Vice President Finance..... Adam Potvin  
Vice President Student Life .....  
Vice President Student Services ..... Zied Masmoudi  
Vice President University Relations..... Moe Kopahi (*late*)  
At-Large Representative ..... Rebecca Langmead (*late*)  
Faculty Representative (Arts & Social Sciences).....Brady Wallace  
Faculty Representative (Education) ..... Katie Bell  
Faculty Representative (Environment)..... Tesicca Truong  
Faculty Representative (Communication, Art & Technology)..... Shirin Escarcha  
Faculty Representative (Health Sciences).....Ayla Kooner  
Faculty Representative (Sciences) ..... Deepak Sharma (*late*)

#### Society Staff

Build SFU General Manager .....Marc Fontaine  
Executive Director..... Colleen Knox  
Campaigns, Research, and Policy Coordinator ..... Pierre Cassidy  
Minute Taker ..... Dion Chong

#### Guests

Chief Electoral Officer..... Oscar Sanchez  
Council Chair/Incoming Vice President External Relations ..... Kathleen Yang  
The Peak ..... Melissa Roach  
Incoming Faculty Representative (Health Sciences) ..... Larissa Chen  
Incoming Faculty Representative (Business) ..... Hangué Kim (*late*)

#### Regrets

Faculty Representative (Applied Sciences) ..... Ben Rogers  
Faculty Representative (Business) .....Shadnam Khan (*Dean search*)

#### Leave of Absence

At-Large Representative .....Jeremy Pearce

### 3. Adoption of the Agenda

#### MOTION BOD 2015-04-08:02

Kooner/Amended Potvin, Bueckert

*Be it resolved to adopt the agenda as presented.*

*New Business added: LOA Approval, IEC Hours Increase, Signing authority 1516*

*Discussion added: RAC and stipends*

*Kopahi entered 2:34pm*

*Announcements added: Vice President Student Life Vacancy, Parking Services Committee*

**CARRIED AS AMENDED**

**4. Ratification of Regrets**

**MOTION BOD 2015-04-08:03**

Wallace

*Be it resolved to ratify regrets from:*

Faculty Representative (Business) .....Shadnam Khan (*Dean search*)

*Khan had committed to serving on the Dean Search Committee for the Beedie School of Business*

**CARRIED**

**5. Matters Arising from the Minutes**

**MOTION BOD 2015-04-08:04**

Sharma

*Be it resolved to receive and file the following minutes omnibus:*

ADV 2015-03-26

BOD 2015-04-01

EPCOM 2015-03-25

EXEC 2015-03-23

GC 2015-03-18

**CARRIED**

**6. Reports from Executives and Department Representatives**

**Vice President Finance**

- A list of policy changes have been pushed to CPR
- Stipend research completed with CRP Coordinator
- Budget for 15/16—very little conflict, as a result of injection of additional funds into the general fund
- Will be supporting the incoming VP in transition

**Health Sciences Representative**

- Communications, Art, and Technology Representative and Health Sciences Representative working on food bank working group appreciation potluck to recognize the progress and expansion of the programme.

**Education Representative**

- Semester report
- Finishing faculty work for the semester

**Vice President University Relations**

- Speaking to incoming board members
- Finished letter to university, which has not been sent yet
- Completing work report
- Requesting that SCC space be kept open during exam period to allow for additional study space

- Working with Sharma on Surrey space expansion—hoping to have figures ready for the incoming BOD.

#### **President**

- ED Search and Hiring Committee
  - Timeline update received—interviews in two weeks
  - There has been no discussion at present on sharing information with the union.
- Transition meetings with successor
- Review of JD for the retitled Accessibility Review Project Worker
  - Submitted to Board, AFAC, and Union
- LOA has been received from GSS on the Kinder Morgan NEB research assistant
- Preparations for final JOG meeting
  - Agenda includes Louis Riel, preferred name policy, GSS matter, Build SFU update
- Final meeting with SFU President—agenda has not been finalized.
- Working with ABCS on proposal for provincial protection of students on residences
- Legal work and staff work

#### **Sciences Representative**

- Transit rally cancelled for Surrey
- Planning to discuss with SFU Surrey on Surrey space expansion
- Hopefully having Surrey library open for extended hours on Sunday

#### **Vice President Student Services**

- Spring concert wrap-up
- Preparing for wave three of Compass card launch

#### **Vice President External Relations**

- Preparing Advocacy Committee budget
  - Requesting \$40,000
- CPR is active—many requests coming towards the end. Prioritization will become an issue
- Exit report—will be substantial. Collaboration was welcome

#### **Environment Representative**

- Setting up meeting with next Environment Representative
- Completing report on the Kinder Morgan Dialogue.
- Semester report

#### **Communications, Art, and Technology Representative**

- Archiving all work—food bank exit report, Vancouver campus, advertising for the next year
- Granting —discussed student union and club grant line items for budgeting with Vice President Finance.

#### **Arts and Social Sciences Representative**

- FASS Student Union Appreciation event—Associate Dean and faculty members from FASS were in attendance
- Working on exit report
- Further meetings with Executive Director on rotunda lease agreement

#### **7. Reports of Committees, Representatives, and Delegates**

*Langmead entered 2:40pm*

- CPR will likely be meeting more often as a result of increased number of proposals received.
- FASC and EXEC will continue to meet
- ADV would only been discussing online tomorrow.
- GC has completed all meetings as per the memorandum sent to all clubs and student unions.
- SSOC may meet depending on surrey administration response

At least one more board meeting is necessary to approve the budget. The Board had consensus to meet on the 29<sup>th</sup>, with other meetings as necessary until that time.

Education Representative final meeting was today, due to exams and trip to Toronto.

#### **8. New Business**

##### **a. IEC—Ratification of 2015 General Elections Results**

##### **MOTION BOD 2015-04-08:05**

*Langmead*

*Be it resolved that* the results of the 2015 Simon Fraser Student Society General Election be ratified :

President - Enoch Weng

VP Finance - Barbara Szymczyk

VP Student Services - Darwin Binesh

VP Student Life - Deepak Sharma

VP External - Kathleen Yang

VP University Relations - Brady Wallace

At Large Representative - Curtis Pooghkay

At Large Representative - Shipra Sharma

Faculty of Applied Sciences Representative - Corbett Gildersleve

Faculty of Arts and Social Sciences Representative - Arr Farah

Faculty of Business Representative - Hangué Kim

Faculty of Communication, Art and Technology Representative - Salathiel R.

Wells

Faculty of Education Representative - Melissa Lee

Faculty of Environment Representative - Christine Dyson

Faculty of Health Sciences Representative - Larissa (Hui) Chen

Faculty of Science Representative - Jas Hans

Do you approve of reallocating \$0.25 per full time student and a \$0.13 per part time student to provide targeted funding for the SFSS Emergency Food Bank Program from the existing Space Expansion Fund Levy? **Passed**

Do you approve of re-allocating \$4.75 per term for full-time students and \$2.37 per term for part-time students from the Space Expansion Fund Levy to the Membership Fee Levy? **Passed**

Do you approve establishing the Health Science Undergraduate Student Union (HSUSU) as the Faculty Student Union (FSU) of the Faculty of Health Science as of 2015-05-01? **Passed**

The chair congratulated the incoming board members on their success, HSUSU for achieving FSU status, the Board of Directors for increasing the general fund, and the Food Bank Working Group for securing sustainable funding for the programme.

**CARRIED**

**b. IEC—Hours Increase  
MOTION BOD 2015-04-08:06**

Truong

*Whereas* R-12.24 and R-12.25 permits board to grant approval to the IEC Commissioners for any additional stipended work required beyond 60 hours; *Be it resolved that* the Board of Directors grant Commissioners Cornel Turdeanu and Danielle Milln an additional 12.5 hours each of stipended work for the completion of the 2015 SFSS General Election as recommended by the Chief Electoral Officer.

The Arts and Social Sciences Representative expressed that they had asked whether an increase for commissioners would be needed two meetings ago, and the CEO at the time had indicated that it would not be necessary.

The CEO expressed that they had made a mistake in reviewing timesheets, as a result of a failure to manually carry over hours from one month, as the system was not automated. The two commissioners in question had completed 60 and 62.5 hours by the end of the voting period. The 12.5 increase per person would be covered within the existing IEC budget. It was requested that the IEC make recommendations within the final report on necessary hours and supplies.

**CARRIED**

**c. Signing Authority 1516  
MOTION BOD 2015-04-08:07**

Sharma/Amended Wallace

*Be it resolved that* as per By Law 4: Powers, Duties and Obligations of Executive Officers, Enoch Weng, President; Darwin Binesh, VP Student Services; Barbara Szymczyk, VP Finance; and Brady Yano (AKA Brady Wallace), VP University Relations be appointed as Signing Officers for the period May 1st, 2015 until April 30th, 2016.

*Be it further resolved that* as per By Law 6.13: Powers, Duties and Obligations of the Board of Directors, Colleen Knox, Executive Director; John Flipse, Food and Beverage Services General Manager; and Marc Fontaine, Build SFU General Manager be appointed as Management Signing Officers for the period May 1st, 2015 until April 30th, 2016.

*Be it further resolved that* as per By Law 6.13: Powers, Duties and Obligations of the Board of Directors, Lawrence Jones, General Office Coordinator; Nancy Mah, Copy Centre Coordinator; Kurt Belliveau, Financial Coordinator; and Lucy Zhang, Financial Coordinator be appointed as Staff Signing Officers for the period May 1st, 2015 until April 30th, 2016

A recent legal name change of a incoming director was reflected within the motion, with name change documentation to be submitted to the Executive Director.

The Finance Coordinators do not sign cheques, but in order to conduct bank transfers they must be listed as staff signing officers. The Board was reminded not to request the Finance Coordinators to sign any cheques.

On May 31<sup>st</sup>, the motion would have to be reviewed based on staff/management turnover

**CARRIED AS AMENDED**

**d. CPR—Councilor Stipend Limits**

**MOTION BOD 2015-04-08:08**

Sharma

*Whereas* CPR 2015-02-23 recommends the following:

*Be it resolved that* R4-6 be revised to read:

*"In recognition of the time Council Representatives volunteer, the Society provides a stipend of \$35 per scheduled meeting for a maximum of 10 stipended meetings in a semester."*

This was discussed at CPR as the theoretical maximum number of stipended meetings to allow for stability during the budgeting process.

**CARRIED**

**e. Referendum—Reallocation from Space Expansion Fund to Food Bank Program**

**MOTION BOD 2015-04-08:09**

Masmoudi/Amended Potvin

*Whereas* it is too late for SFU to change their administration of the levy collection structure for the summer semester;

*Be it resolved that* upon collection of the summer levy that Board direct the Finance Office to transfer the appropriate amount of funds collected in the Space Expansion Fund to the Food Bank account in order to reflect the amount collected in the summer semester that is designated for the Food Bank (\$0.25/term/full-time student, \$0.13/term/part-time student) as per the Spring 2015 referendum

SFU has already administered its levy collection for the summer semester. In the fall, SFU will collect the new levy structure as per the Spring 2015 referendum questions. The Vice President Finance has signed agreements with the university to permit changes to the SFU website as they relate to the levy structure for the Fall semester.

It was recommended by the CEO to include both the full time student and part time amounts to maintain consistency.

**CARRIED AS AMENDED**

**f. Referendum—Reallocation from Space Expansion Fund to General Fund  
MOTION BOD 2015-04-08:10**

Potvin/Amended Potvin

*Whereas* it is too late for SFU to change their administration of the levy collection structure for the summer semester;

*Be it resolved that* upon collection of the summer levy that Board direct the Finance Office to transfer the appropriate amount of funds collected in the Space Expansion Fund to the General Fund account in order to reflect the amount collected in the summer semester that is designated for the General Fund (\$4.75/term/full-time student, \$2.37/term/part-time student) as per the Spring 2015 referendum.

*Part-time fee was reflected within the motion.*

**CARRIED AS AMENDED**

**g. Copy Centre  
MOTION BOD 2015-04-08:11**

Potvin/Amended Potvin

*Whereas* BOD 2014/2015 previously motioned to reallocate the appropriate amount of SFSS operating expenditures to the FBS on a per square foot basis

*Whereas* the Copy Centre and FBS are both revenue-generating services of the SFSS

*Be it resolved to* reallocate the appropriate amount of SFSS operating expenditures to the Copy Centre on a per square foot basis effective 2015-05-01.

During summer 2014, the Board decided to allocate operating expenditures to FBS. Given that FBS and Copy Centre are both revenue generating services, the change was requested to maintain consistency as on May.

The Vice President Finance expressed that this motion did not seek to imply that the Copy Centre was business rather than an internal client service. It only sought to enhance financial transparency

**CARRIED AS AMENDED**

**h. ADV—FacetheChange Campaign  
MOTION BOD 2015-04-08:12**

Truong/Amended Wallace

*Whereas* ADV 2015-04-02 recommends the following;

*Be it resolved that* the SFSS BOD endorse the FacetheChange Campaign

FacetheChange is a campaign led by SFU students, requesting that municipalities use their licensing power to add climate change warning labels (similar to cigarette warning labels) to gas pump handles in all BC municipalities, and potentially to all Canadian municipalities.

*Kim entered 3:05pm*

Advocacy received a presentation from the committee

### **MOTION AMENDED**

The endorsement was to express rhetorical support for the actions of the campaign, with no financial commitment.

### **CARRIED**

#### **i. LOA Approval**

#### **MOTION BOD 2015-04-08:13**

Langmead/Amended Bueckert

*Be it resolved that* Chardaye Bueckert, SFSS President, and Colleen Knox, SFSS Executive Director, be authorized to sign the attached letter of agreement between the SFSS and the SFU GSS that sets out the terms of the joint National Energy Board Research Assistant Position, contingent upon inclusion of language acknowledging the role of the Campaigns, Research, and Policy Coordinator as the SFSS liaison.

GSS Executive Director provided a minor update on the wages, as per the GSS collective agreement requirement for Cost of Living Adjustment.

Liaison from the SFSS (through the Campaigns, Research, and Policy Office) has not been explicitly included within the document. Management was to be handled by the GSS but as the position is jointly funded it was felt to be implicit that the SFSS would have some oversight opportunity.

An additional line on the SFSS point of contact was requested by the board.

### **MOTION AMENDED**

The agreement was received today, and the President expressed appreciation to the Board for allowing the time sensitive item to be discussed at the Board table.

### **CARRIED**

## **9. Discussion**

### **a. Remunerations Advisory Committee and Stipends**

The Vice President Finance and CRP Coordinator had conducted research on the stipend structures at other student societies in Canada. It was found that the SFSS had a very unique structure, but the executives were among the lowest paid and had been paid the same amount over the past 8 years. The Vice President Finance felt that executives should receive a raise that would still place the executives at the lowest paid rate within student unions in Canada.



The following discussion ensued:

- If Executive Officers are paid over \$22,000, MSP and other taxes will be levied against executive officers.
- The board may wish to consider a longer term stipend increase schedule, as opposed to a one-time change
- R-10 requires RAC to provide an extensive consultation process for changes to the stipend structure, which impacted how quickly such a resolution could be passed. This policy was seen as necessary in order to avoid the Board making sudden and arbitrary decisions to change their own remuneration.
  - It was felt that the Board making decisions on its own remuneration was awkward and potentially problematic.
- The current stipend system was problematic in being based on time rather than the accomplishment of goals and incentivizing performance in an accountable way.
  - A review of the stipend system was being discussed at CPR, given its intrinsic confusion of the role of the board.
  - Incentivized work was of concern to CPR given the difficulty in measuring outcomes within the Society.
- Abolishment of the timesheet system had been recommended to CPR, as had been amendments to policize the schedule for stipend docking.
  - The Board was reminded that there were a limited number of weeks to the end of their term, and that the organization would not have the capacity to achieve all the changes requested by the Board. These should be clearly documented and communicated to the next board.

*Chen left at 3:22pm*

## **10. Announcements**

### **a. Parking Appeals Review Committee**

The committee meets once per month to vote on whether to grant or deny parking appeals.

Always the last Tuesday of the month at 1 p.m. at Halpern Centre. Meetings usually take less than an hour. No meetings July, August, and December.

The Executive Director would follow up on the matter. Depending on time sensitivity, either the current board would appoint an individual or the matter would be referred to the next BOD.

### **b. Vice President Student Life Vacancy**

Bylaw 5.1 requires members of the Board to be members in good standing of the and not miss more than one period of registration.

On 2015-03-23, a member contacted the President requesting the ED to verify the status of a board member, as they had reasonable grounds to believe that a board member was not eligible for the current semester. As per AP-1, members have the right to request the registration status of the Board at any time. The request was made to the SFU registrars on the 24<sup>th</sup> and received on the 25<sup>th</sup>. It was found that the individual holding the Vice President Student Life position was not registered in either the Fall 2014 nor Spring 2015 semesters. As such, until such time that a new report is generated with contrary information, the Vice President Student Life position vacant and the former VP Student Life is not eligible to be a director.

Concern was raised by a director that the individual did in fact register and therefore was eligible to be a director, despite having subsequently withdrawn. Further concern was raised around who or which body gets to make the judgment call on whether a director continues to be eligible. The Board was reminded that, despite any differences in opinion, the individual was elected into the position by the membership.

After the add/drop date of every semester, the Executive Director requests a registration report from the SFU registrar, which is submitted to the Board and Council. Subsequent to this report being generated, the individual in question had withdrawn from classes under extenuating circumstances [WE]. The SFU Senate defines a WE as a withdrawal that effectively sets a student back to the semester prior. After the add/drop date of every semester, the Executive Director requests a registration report from the SFU registrar, which is submitted to the Board and Council. Subsequent to this report being generated, the individual in question had withdrawn from classes under extenuating circumstances. or to that being withdrawn from, which meant that any activity at the university during the semester—including registration in courses—is not considered to have occurred.

The decision was not made by the President nor the Executive Director, but simply reflected the bylaw requirements. The policy was in place to ensure that the Board of Directors was made up of students, particularly considering an issue in 2008 where the President was not a student at SFU. The decision was based on the report from the registrars, which all directors consented to at the beginning of their term.

Further, the issue at hand may reflect a deficiency in AP-1 in only requesting registration once a semester. This may be a loophole where directors could drop classes after the report is generated and continue to be paid a stipend from student fees.

A member registry where the SFSS could search the registry itself would be valuable in allowing searches once per month to ensure that such issues do not occur.

A director expressed that they could sympathize with the issue of WE, and the idea of losing a position on the board as a result of issues that already caused a WE. However, it was felt that such a loophole being used by a director was concerning and that the interpretation of the bylaws was appropriate.

The AP-1 registration report is received every semester or upon member request. If the report is updated and they are deemed eligible, they would become a director again.

**MOTION BOD 2015-04-08:14**

Truong

*Be it resolved to* appoint Katie Bell as the BOD and EPCOM representative to sign EPCOM minutes for auditing purposes

No exit report has been received, as the individual in question was no longer a Director.

**CARRIED**

**11. In Camera Session**

**MOTION BOD 2015-04-08:15**

Wallace

*Be it resolved to* move the meeting in camera with management

**CARRIED**

**12. Notices of Motion**

**MOTION BOD 2015-XX-XX:XX**

/

*Whereas* CPR 2015-03-30 recommends the following:

*Be it resolved that* R-8 be revised as presented.

**MOTION COUNCIL 2015-XX-XX:XX**

/

Be it resolved to amend CP-3.2 to read:

~~An external~~ The Council chair shall receive a \$75 honorarium per meeting chaired. The ~~external~~ chairperson shall continue to chair Council meetings during in camera sessions and is bound by all rules governing in camera sessions.

**13. Attachments**

NEB Submission Research Assistant and Project Worker LOA 2015, CB edits.pdf

SFSS 2015 Election Results Board.pdf

**14. Adjournment**

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DC /CUPE 3338

## MEMO

To: Board of Directors,  
Colleen Knox, Executive Director

From: Oscar A. Lira Sanchez, Chief Electoral Officer, IEC

Date: April 7th, 2015

Subject: 2015 SFSS General Election Results

On behalf of the Independent Electoral Commission, I am presenting the following as the final results as administered by the IEC for the 2015 SFSS General Election.

### Board of Directors 2015/16

President - Enoch Weng  
VP Finance - Barbara Szymczyk  
VP Student Services - Darwin Binesh  
VP Student Life - Deepak Sharma  
VP External - Kathleen Yang  
VP University Relations - Brady Wallace  
At-Large Representative - Curtis Pooghkay  
At-Large Representative - Shipra Sharma  
Faculty of Applied Sciences Representative - Corbett Gildersleve  
Faculty of Arts and Social Sciences Representative - Arr Farah  
Faculty of Business Representative - Hangu Kim  
Faculty of Communication, Art and Technology Representative - Salathiel R. Wells  
Faculty of Education Representative - Melissa Lee  
Faculty of Environment Representative - Christine Dyson  
Faculty of Health Sciences Representative - Larissa (Hui) Chen  
Faculty of Science Representative - Jas Hans

### Referenda Questions

Do you approve of reallocating \$0.25 per full time student and a \$0.13 per part time student to provide targeted funding for the SFSS Emergency Food Bank Program from the existing Space Expansion Fund Levy? **Passed**

Do you approve of re-allocating \$4.75 per term for full-time students and \$2.37 per term for part-time students from the Space Expansion Fund Levy to the Membership Fee Levy? **Passed**

Do you approve establishing the Health Science Undergraduate Student Union (HSUSU) as the Faculty Student Union (FSU) of the Faculty of Health Science as of 2015-05-01? **Passed**

**LETTER OF AGREEMENT**

**NATIONAL ENERGY BOARD (NEB) SUBMISSION  
RESEARCH ASSISTANT AND PROJECT WORKER**

**JOINT FUNDING**

BETWEEN:

**THE GRADUATE STUDENT SOCIETY AT SIMON FRASER UNIVERSITY  
(the “GSS”)**

– and –

**THE SIMON FRASER STUDENT SOCIETY  
(the “SFSS”)**

WHEREAS the SFSS, the GSS at SFU have entered into a agreement to provide joint funding for the hiring of a temporary student employee to conduct research and assist in the drafting of final submissions to the National Energy Board (NEB) with regard to the proposed Kinder Morgan Pipeline on behalf of each of student societies; and,

WHEREAS both parties agree that the GSS will handle the hiring and management of a temporary graduate student employee; and,

WHEREAS this project will be of a collaborative nature so that both parties may strategically support their independent submissions; and,

WHEREAS the GSS and SFSS agree to each carry 50% of the costs associated with said employee;

WHEREAS this project is expected to commence as soon as possible following the signing of this agreement and be completed by the NEB submission date of September 1, 2015

THE PARTIES AGREE as follows:

1. The following definitions apply to this agreement:

- “the NEB Submission Research Assistant and Project Worker Joint Funding Agreement” refers to the Agreement between the GSS and the SFSS concerning the costs associated with the hiring of a graduate student to assist in the preparation and submission of each parties final report to the Canadian National Energy Board.
  - “Graduate student” refers to any student who is a member of the GSS.
  - “Undergraduate student” refers to any student who is a member of the SFSS.
  - “Parties” refers to the GSS and SFSS.
2. The SFSS and the GSS will each pay 50% of the costs associated with the position as per the GSS Collective Agreement CUPE Local 3338.
  3. The SFSS will pay their proportion directly to the GSS by invoice each month or in a lump sum amount up to 110 hours at the wage rate of \$24 per hour plus payroll premiums (EI, CPP and WCB) with supporting documentation to be provided by the GSS to the SFSS. At the end of the contract period the GSS will provide the SFSS with a final reconciliation of the costs associated with the position and a final payment or credit will be determined. The SFSS has identified that 50% of the cost of such a position will be approximately \$3,000.00.
  4. Although the SFSS will have input into the hiring process, the management of the temporary employee will be taken care of entirely by the GSS.
  5. Should anything in this Agreement be found to be illegal or unenforceable, it shall be severed from the Agreement and shall not affect the enforceability of the balance of the Agreement.
  6. This Agreement is governed by the laws of British Columbia.

7. This Agreement will come into effect on the date of signing and remain in place until the completion of the project.
8. Any notice required to be given pursuant to this Agreement shall be in writing and shall be deemed to have been sufficiently and duly given if sent by mail or in person as follows:

To SFSS: SFSS President

Simon Fraser Student Society

MBC 2250

8888 University Drive

Burnaby, BC V5A 1S6

To GSS: GSS Coordinating & External Relations Officer

Graduate Student Society

MBC 2205

8888 University Drive

Burnaby, BC V5A 1S6

Agreed to on (date) \_\_\_\_\_ in Burnaby, British Columbia.

For the GSS:

\_\_\_\_\_  
Devon Cass  
Coordinating & External Relations Officer

\_\_\_\_\_  
Robert Chavarie  
Executive Director

For the SFSS:

\_\_\_\_\_  
Charday Bueckert

\_\_\_\_\_  
Colleen Knox

President

Executive Director

Witnessed by: \_\_\_\_\_