

Call to Order – 12:05 pm, October 1, 2014 | Executive Conference Room

1. Roll Call of Attendance

Committee Composition

President (*chair*)..... Chardaye Bueckert
Vice President Finance..... Adam Potvin
Vice President External Relations Darwin Binesh
Vice President Student Services Kayode Fatoba
Vice President University Relations Moe Kopahi

Society Staff

Build SFU Administrative CoordinatorSabiha Jukic
Campaigns, Policy, and Research Coordinator Pierre Cassidy
Executive Director..... Colleen Knox
Student Union Organiser..... Antonio Daling
Minute TakerDion Chong

Guests

Director, Student Engagement and RetentionAnnette Santos

Regrets

Vice President Student ServicesZied Masmoudi

2. Adoption of Agenda

MOTION EXEC 2014-10-08:01

Binesh

Be it resolved to adopt the agenda as amended

Two new discussion items added.

CARRIED

3. Matters Arising from the Minutes

MOTION EXEC 2014-10-08:02

Kopahi

Be it resolved to approve the minutes of 2014-10-01

POSTPONED TO NEXT EXEC

4. Ratification of Regrets

MOTION EXEC 2014-10-08:03

Kopahi

Be it resolved to ratify the regrets of:

Vice President Student ServicesZied Masmoudi

Masmoudi was at a UPass Advisory Committee meeting at Capilano University.

CARRIED

5. Guest Speakers

a. Student Engagement Fund and Co-Curricular Record (CCR)

SFU had created a draft criteria checklist in preparation for the launch of the co-curricular record. The intention of the record was to recognize the contributions of students within and

without SFU, including records of paid and unpaid opportunities, and to provide a foundation to support involvement activities and programming throughout SFU. Students will have to opportunity to identify the exact opportunities which they would like issued on the printed records, should they not wish for all of their involvement to be reflected. Discussions would occur at a later date on the verification process for SFSS activities.

SFU was planning to expand the Surrey Student Ambassador programme to all SFU campuses, with modifications, to provide a clear and simple system collating opportunities for one-off volunteering, where long term commitment was not possible/necessary. It would allow recognition of such short term volunteering work, unifying the reporting processes for all areas and departments providing such opportunities. Currently, the new programme would utilize the MyInvolvement platform. For any events where volunteer support is needed, units have full control of how the recruitment posting looks and how it is managed. For the purpose of administrating the CCR and Ambassador programmes, the SFSS and GSS would be treated as administrative units, with variations in the relationship as a result of the breadth of activities under the groups.

All students engaging in a “CCR-able” volunteering programme and anyone registered within the Ambassador programme would be eligible to participate in the Passport to Leadership training programme. Passport to Leadership was a cohort-based course, blended between online and face-to-face session, made available each semester. An idea was put forth to support development of individuals who were involved in leadership roles, including those serving as DSU executives, by providing free P2L training. P2L also filters into other programming, including Explore (2nd level leadership training) and ACT (apprenticeship programme). Further training may be extended into event planning/marketing etc. The SFSS and Student Success would be interested in collaboration.

Further, student groups within and without the GSS and SFSS structures have access to the Student Engagement Fund, which would assist by topping up approved funding from the SFSS or, in the case of groups not within the SFSS and GSS, they can receive independent funding. This fund supports events that enhance community at any SFU campus.

Information sessions will occur on all three campuses. All Executive Officers would be invited to attend and ask questions, although they were also invited to speak to Santos with any inquiries/concerns/ideas.

A streamlined process will be established and sent to verifiers to allow each administrator to record contributions. Co-curricular records would be updated on a term-by-term basis.

SFU avoided co-curricular records in the past as a result of the necessity at other schools for students to initiate each individual record entry. The desire was for the systems to be developed prior to the rollout. SFU will allow for retroactive recording for the 2013-2014 year.

The Executive Committee would return to the discussion matter.

6. Updates

a. Annual General Meeting

Posters have been distributed, Facebook event was created, and banners have been printed. As per previous discussions, the President would chair as per BC Society Act requirements. Masmoudi and Build SFU have met daily to work on AGM matters. A tasklist would be circulated to the board soon.

The Education Representative was recognized for their efforts to engage Residence. The Open Textbook Working Group outreach sessions were to integrate some information on the AGM. It was recommended that the Build SFU street team record student phone numbers along with regular details for the mailing lists, allowing the team to remind students on the day of the event. Additionally, the SFSS may choose to send out an email to the entirety of the membership.

The President was preparing a section for the AGM Report with an explanation of the organization, the AGM's purpose, and highlight of updates. The Executive Director also included a short section providing historical context and recognition of staff, board, and volunteer support over the years.

Updates were provided by Executive Officer for reports on behalf of the committees that they chair.

Action Item: Binesh would follow up with on expectation around the committee reports.

AGM promotion materials currently include:

- Movie tickets
- Food
- 5 prize packs (weekend getaway, lift tickets etc.)

In the past, free wings, a \$500 grant for clubs and DSUs, Whistler trip etc. have been used. It was recommended that smaller scale incentives which were more likely to be won may be more desirable. Last year, grant money was provided by draw, although the more members which attend, the more likely a club or DSU would win.

The committee was reminded that incentives have not been successful in the past for bringing students out to the AGM. It was necessary for students to have a reason to participate and to draw in their friends in order to meet quorum.

b. Executive Procedural Manual

Executive Committee was reminded that the procedural manual was due in three weeks. Binesh would circulate their manual as a draft.

7. New Business

a. Member Registry

The BC Society Act white pages were imminent, with explicit allowance for students to resign their membership, which would greatly impact the funding model currently employed by the SFSS. If the SFSS does not have access to a member registry, the SFSS will not be able to track resignations. The Society would also have much to gain in the development of a member registry; at each point of access to SFSS services, records of usage could occur, allowing the SFSS to have quantitative data on service usage and allowing of tailoring services to the service needs. This would be combined with a consolidated list of services provided by staff to the membership.

The Society has until the end of the week to provide feedback on the white paper. The Society could not argue against an individual's right to free association, as a result of the organization's founding on democratic principle.

It was necessary for the SFSS to begin negotiations with the university on access to the membership list, which is likely to require a legal agreement. The Executive Committee and Board of Directors was requested to provide a mandate for the Campaigns, Research, and Policy Office to pursue negotiations on the matter. The Executive Committee had consensus to provide such a mandate to the CRP Office.

SFSS members benefit from the UPass and the Health Plan, which would minimize opt outs. Additionally, other student organizations have levy refund processes but are generally not used.

b. Magazine Stand

8. In Camera Session

MOTION EXEC 2014-10-01:04

Potvin

Be it resolved to move the meeting in camera

CARRIED

The Executive Committee had an in camera discussion on the Society Act.

9. Adjournment 1:38pm