

Call to Order – 1:35 pm, September 29, 2015 | Executive Conference Room

1. Territorial Acknowledgement

The Board of Directors acknowledged that the meeting was being conducted on the traditional and unceded territories of the Coast Salish peoples, which included the Skxwú7mesh (Squamish), Musqueam, Stó:lo, and Tsleil-Waututh people to the current knowledge of the Society.

2. Roll Call of Attendance

Committee Composition

President..... Enoch Weng
Vice President External Relations Kathleen Yang (*late*)
Vice President Finance..... Barbara Szymczyk
Vice President Student Services Darwin Binesh
Vice President Student Life Deepak Sharma
Vice President University Relations Brady Yano

Society Staff

Executive Director..... Martin Wyant
Minute Taker Dion Chong

Guests

Communications, Art, and Technology Representative Salathiel Wells

3. Adoption of Agenda

MOTION EXEC 2015-09-29:01

Sharma, Amended Szymczyk

Be it resolved to adopt the agenda as presented

Added: SFU Fee Increases and Budget Consultation

Moved: Financial Challenges for Students

CARRIED AS AMENDED

4. Discussions

a. Build SFU Next Steps

A brief synopsis of key actions for the Build SFU project was provided to the committee.

- A commitment letter would be reviewed and endorsed by 2015-10-22.
- Throughout the campaign, the Board discussed opportunities to review the levy structure. This was a complicated matter, and would be discussed with the Registrars Office in the next day to consider differential levy allocation. Particular attention would have to be paid in the first year of the project given limited financials.
 - While the Executive Director recognized the desire for changes but indicated that it would be necessary ensure that the changes that are implemented are in fact deliverable
 - The lender would be contacted around potential changes in cash flow within the agreement
- Financing—a meeting with Scotiabank would occur within the week.
- A motion would have to be constructed for Board approval of the commitment letter.

- Once the meeting with the Registrar’s occurs, modelling work could begin. Questions arise in whether the SFU has the data and the invoicing capability for more flexible levy structures.
- A project management plan and timeline was being developed by Build SFU, in order to guide the tendering process and the project at large.
 - The Executive Director has requested the terms of reference for the Build SFU Building Committee and Joint Steering Committee for review given that the project has now been green lit.
 - It was expressed the relationship with SFU in the continuation of the project should be enumerated in writing. In particular, it was necessary to stress that the SFSS retains all decision-making power relating to Build SFU.
 - In many ways, SFU has been leading in some areas of the project—supporting the project as if it were an in-house SFU project—and although this has been valuable, it would be necessary to take back control in these areas. While the SFSS appreciated the expertise that SFU provides, the SFSS is ultimately responsible for the project.
 - The SFSS may wish to bring in expertise in-house.
 - SFU has expertise in both project management and finances.
 - The Executive Director would like to meet and have a conversation with all SFU administrators and staff currently involved in the process to guide any changes.
 - This would be similar to the milestones calendar prepared by the Build SFU General Manager in the past.
 - This would be prepared within two weeks from today.
- Staffing concerns—the plan prepared for the project would drive any staffing needs and changes.

A director requested milestones for reporting. It was expressed that the Board of Directors meeting agenda could include a standing update item from the Build SFU department. If the levy was to be changed, this would have to be changed through referendum regardless. This would be beyond the point when financing would have to have been completed. The general principle guiding the campaign for the project has been that there would be a net loss in income for the project. There would not be an increase in burden to the Burnaby student population as a result of a decrease to levy costs to Surrey and Vancouver students. The total amount to be collected by the levy would not change. Additional consultation (potentially through an open callout) was requested to potential determine and introduce more creative levy structures. While this was possible, the desire was to avoid issues with agreement with the lender, and where possible the ED expressed a desire to avoid further consultation on Build SFU at this time given the political environment.

b. Financial Challenges for Students

During the Annual General Meeting as well as through other venues, members of the SFSS have raised substantial concerns financial challenges they face as students, particularly in meeting

their basic needs. The Build SFU bursary is run through the SFU bursary system which does not provide funding to part-time students.

The President was currently in touch with SFU Financial Aid and Awards to determine the progress in expanding services to include part-time students.

Information on the issue has been passed onto Dorothy Ng and Ali Najaf—the current student senators on the Senate Policy Committee on Scholarships, Awards and Bursaries—to push forward the issue through the Senate level.

It was necessary that the SFSS continue to communicate its desire to address this matter properly. This aligned with the work completed by the SFSS in the previous year to change SFU policy such that students are now notified via email anytime tuition changes are proposed by the university administration.

c. Strat Plan and Governance Committee

Yang entered 2:04pm

Two committees have been established which were meeting biweekly. Committee members would be briefed and the committee would then consider potential areas of consultation and collaboration.

d. Communications Services

The Communications Coordinator has now departed from the organization. The hiring committee for the Graphic Design Assistant has not come to a conclusion on a candidate, and thus they have been instructed to stop until such time that the Communications Coordinator position was filled. The union has been contacted by the Executive Director, and a letter of agreement would be necessary around contracting work out (outsourcing) for a short period of time until such time that the Coordinator position was filled in order to meet communication needs within the organization. The Executive Committee was asked to provide a list of the urgent areas of need for the organization in order to inform discussions with the Union. A number of communications needs were not urgent but was a consistent nature, such as activity on social media. A number of Executive Officers would discuss the matter offline.

An Executive Officer has expressed some concerns regarding the applications received for the Graphic Design position, which would be addressed in camera.

As the Graphic Design position has been vacant since July. It was felt that the organization might as well wait until the Communications Coordinator is hired. It was raised that the position should simply be filled and report directly to the Executive Director until such time that the Communications Coordinator was hired in order to avoid outsourcing work which could be handled internally. However, it was expressed that the Coordinator should have the opportunity to select their team when they begin their term.

It was expressed that the current job description of the Communications Coordinator would be unable to fulfill a leadership role within the department, as the skill set was focused on graphic design. It was felt that the Coordinator should be focused on broadening and enhancing the communication channels for the organization across all campuses, while the assistants would provide the hard skills of graphics and social media etc. As the job description was inadequate and therefore the duties were substantially greater than initial expectations, the previous Communications Coordinator was being overworked by the Society.

The Executive Director expected that the position was more of a generalist role. Further, workflow planning would have to be reconsidered by the Board given the current stress of various Board members approaching the office consistently.

e. SFU Fee Increases and Budget Consultation

The University sent out an email to all undergraduates regarding the proposed tuition increases of 2% for all students, and an increase for international graduate business students. Within the email, a portion of the consultation burden was diverted to the SFSS. Question arose around what the SFSS would be doing to facilitate such consultation.

The Vice President External Relations has drafted a proposed press release on the matter to address a number of the concerns raised by students.

In the past, students were subjected to tuition increases that they were not aware of. The Board of Governors Undergraduate representative, the SFSS President and the SFU Registrar drafted a policy which would ensure that all students would be made aware of any proposed changes.

Under the new SFU Tuition Consultation policy, once the budget is created, a consultation session will be hosted by the SFSS, GSS, and SFU. Technically the SFSS was hosting the consultation that SFU was currently planning with little notice provided to the SFSS.

Following this public consultation, the SFSS would also have an individual consultation with SFU administrators. In the past, SFU has done its own public consultations separate from any work by the SFSS, but now this would be a collaborative piece. Although the SFSS did not approve of such a collaboration, this had now been communicated to the undergraduate student population and it was felt that the Student Society had to respond in some manner.

It was expressed that email communication with the SFU Office of the Vice President Finance and Administration, as well as the Office of did not allude to such a consultation process.

Directors expressed that SFU had to be informed that the onus was on the university to host the consultation, not on the SFSS given the lack of notice as well as the issue that SFU policy could not bind an external organization. A communique had to be issued to those SFU offices to discuss the necessity for prior consultation regarding joint hosting of tuition consultations.

The SFSS could handle submission of student complaints and concerns, but the last minute notice of the Society being expected to perform the consultation was considered unacceptable.

The Committee was reminded that the SFSS was cohosting the event, and that representatives of SFU would be present to field questions on the changes.

The President, Vice President External Relations, and Vice President University Relations would contact the University on this matter.

5. In Camera Session

a. Annual General Meeting

MOTION EXEC 2015-09-29:03

Sharma

Be it resolved to move the meeting in camera with directors, staff, and management

CARRIED

b. Staffing Updates

MOTION EXEC 2015-09-29:04

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Be it resolved to move the meeting in camera with management

c. Conflict Resolution

6. Attachments

7. Adjournment

DC /CUPE 3338