

Fall 2015 Report

Introduction

In the fall semester, I worked on different projects and got immensely involved in an effort to engage students, thereby, working towards community building. I got involved with various committees and took up initiatives to facilitate clubs. Below is the detailed report of the work done in the fall semester.

Build SFU

The Build SFU project is an initiative of the Simon Fraser Student Society dedicated to building a new student union building and stadium for SFU's Burnaby campus. The Build SFU project is the SFSS' response to 6 years of consistent student requests for improvements to facilities and student life. The student union building and stadium will provide new space that will enhance the sense of community and the student experience. This was one of the successful projects that I got the opportunity to work on the board. I did the outreach of the project by directly engaging with the students. I coordinated tabling in residence. With the support of team members, I did extensive outreach on move-in day in residence. Also, took active part in convocation mall outreach, talking to students about the project and the annual general meeting. I also took part in video shoots for BUILD SFU project regarding sustainability of the building and the stadium. With the support of the staff, board members and students, the financing for the project was secured and I'm glad that the project got a thumbs up from the students and successfully moved forward.

Fall Kickoff Concert

This is one of the events that students look forward to every year. I was the Marketing Coordinator for the concert. I worked on marketing the event and handled sales in SFU Residence. Within a span of ten days, I sold about 400 tickets. Overall, we had hit the target of about 2000 people attending the event. Promoted the event on social media extensively and did marketing via word of mouth as well. From the social perspective, this was one of the best concerts ever. Therefore, played an active role in promotions, outreach, ticket sales, and coordination with residence. The entire management team was extremely dedicated towards this project which ultimately led to a great success of the event.

Events Committee

As an EPCOM member, I got the opportunity to work on several events such as Fall Kickoff Concert, SFSS Club Exec Social, Halloween Pub Night, Rodeo Showdown, Pancake Breakfast etc., attended all the meetings and reviewed proposals of different clubs who presented. Worked on the proposal of New Year's Pub Night and International Festival, presented the proposal and had received constructive feedback. As part of this committee, main work involves developing and coordinating events, work on promotional materials and campaigns and thus, assist Clubs, DSUs and constituency groups in the planning of events.

SFSS Highland Pub Nights

We have had successful pub nights held bi-weekly such as Halloween Pub Night. I was involved in the marketing and sales of the event. I helped in spreading the word, creating hype online via social media channels etc., similarly I helped in the coordination of tabling in residence for Rodeo Showdown event and for corona beach party, I helped in the coat-check, managing entrance at the main event and also assisted in marketing and promotions of the event to our membership.

Pancake Breakfast

It's an event, where we give free pancakes to SFU students. With the entire team, I was also involved in engaging students and feeding them with free pancakes. It was an opportunity to meet new students, spread the word about upcoming events taking place, thereby, reaching out to more people.

SFSS Exec Meet and Greet

I got involved with this event as one of the project managers. The main purpose of this was to bring all the club execs together, leading to inter-club collaboration and work towards bridging the gap between the board and the club execs. This way, execs could discuss about their concerns, challenges and needs pertaining to their clubs respectively. Also, this event helped in engaging people and it also served the purpose of giving clubs the support. I assisted in the outreach for this event. Sent invitations to several clubs and thereby, helped in marketing. I also distributed flyers to several people during club days.

Granting Committee

This was one of the busiest committees that met every week. We had at least two to three grants per week. Throughout the semester, I along with the other members, reviewed grant appeals for several events; listened to the presentations of the people; looked over the budget requests and asked questions wherever required, thereby, offered support in funding the clubs and departmental student unions on a regular basis.

Governance Committee

This committee does all the governance and policy related work. The committee met on a regular basis. As its member, we went over the current policies and by laws. Worked on the committee structure, discussed over the challenges and the areas of improvement. Worked closely with the CRP coordinator and the executive director in the committee. Thereby, reforming the current hierarchical structure.

New Year's Pub Night

Presented the proposal for the pub night slated for Jan 7th, 2016. The proposal was successfully approved and was appointed as the Project Manager by the EPCOM. Before the December winter break, I worked on the following things so that the sales could officially begin after break.

- Booking the venue
- Getting the artists confirmed
- Marketing Timeline
- Logistics related work
- Designing and printing of posters

International Festival

Presented the final proposal to the committee and got it approved successfully. Got appointed as the Project Manager of the event slated for Jan 22nd, 2016. Since, it was a large scale event, the planning and timeline had begun in advance.

The period of November to December was utilized in the early preparations of the main event. This included:

- Formation of internal team
- Contacting interested clubs
- Meeting with Exec Director Martin regarding the plan
- Meeting with Communications Department
- Meeting with GO Staff
- Booking of Venue

- Marketing timeline for January
- Meeting with potential sponsors
- Production and Logistics work

Liaison Roles:

Residence Hall Association (RHA)

Appointed as the liaison of RHA by the board gave me an opportunity to represent SFSS in this association. In fall 2015, after RHA elections took place, new board was formed. I attended their meeting giving them an introduction of myself as a liaison. I informed that as a liaison I'll be acting as a communication medium between RHA and the SFSS. Having said that, with the knowledge of working with RHA as a former board member, I offered support wherever it was required. I also assisted in promoting their events within the residence community.

Parking Services:

The committee is made up of a representative from each of the following groups on campus: CUPE, APSA, Faculty Association, and SFSS. The parking appeal process: The parking department issues fines, wheel locks, tows, and restrictions for various reasons. After the customers pay these fines they have the right to appeal for a refund. If the Committee grants it - we issue a refund. If denied, the Committee's decision is final. The customer has the right to attend the PARC Committee meeting and present their appeal in person. As Parking Services Liaison, I reviewed parking appeals in the committee. Heard the appeals and made a collective decision.

Working Groups:

Open Textbook Program

Attended the working group meetings. Talked to several people about this campaign. I have been supportive of this project since the beginning. A great initiative in spreading awareness about the rising concern of expensive textbooks.

Food Bank Program

As part of this working group, I got involved as the external coordinator. Overall, as a committee we discussed over the food bank certificates; it's working process; eligibility criteria for current students; discussed existing challenges and outcomes. This was the research period mainly delving deeper into the program.

Conclusion:

The Fall Semester had been full of different and ongoing projects taking place. It was one of the busiest semesters with the amount of workload that had to be done. The experience has been invaluable. Ability to learn and grow goes hand in hand. Therefore, for me the opportunities I have had, gave me a lot of insight and I look forward to more such experiences. The staff has been incredibly supportive. I've enjoyed working with my fellow board members and the staff so far. An awesome SFSS Family.

In case of any questions, feel free to email me at shiprasharma@g.harvard.edu or drop by my office hours on Fridays from 11 am to 12 pm or else by appointment. I'd be more than happy to meet.