

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
January 30, 2019 @ 9:00am**

Copies To:

Parvin Sedighi, President
Jackie Kent, VP Academic
Andrew Bieman, VP External

Emma Patterson, VP Operations & Finance
Tansy Spyker, VP Student Life
Gwen Bauer, General Manager
Alan Honey, Governance Advisor (Recording Secretary)

1. Call to Order: 9:06am
2. Approval Minutes for: January 23, 2019

VPA/VPSL
CARRIED

3. Approval of Agenda

VPE/VPA
CARRIED

TOPIC	DISCUSSION	ACTION/MOTION
1. Obtaining Legal Services	Gm – briefly talked about this at last meeting. Current practice is that legal goes through the Pres. Can we have a delegation of authority to the Gm, within my contract, to have some discretion. Pres – having it come through Pres is a checkpoint to make sure EC is aware of what is going on. Pres can still be signing authority but there could be some leeway, but it's hard to gauge how to do a delegation that makes sense. Not sure how to articulate something in writing. Gm – for now I will make sure to send items through Pres.	
2. Alumni & Development Presentation to SC	Gm – comes from Louise Charon, Fund Development Officer. She'd like to present to SC about alumni. Vpa – what will they be talking about? Concerned it's about how to get more money from students. Vpo – gives council an opportunity to share opinions with University.	MOTION TO APPROVE AN ALUMNI DEPARTMENT PRESENTATION AT THE APRIL 2019 STUDENTS' COUNCIL MEETING VPO/VPA CARRIED
3. Student Refugee Program Ad Hoc Sub Committee	Vpsl – student is interested in this committee. Need to re-evaluate with how this committee works as Director of Advocacy position has changed. TOR was attached to agenda package. Gm – currently living within the Programs portfolio. Work needed is very administrative. Would like to run TOR by Jaime before moving forward with this. Vpo -thinking of International office that has students helping other students – should we be looking at something like that?	Action: Gm to get feedback from P&S on TOR and bring back to EC at 2 nd Feb EC meeting. MOTION TO APPOINT JOHN SKENE TO THE STUDENT REFUGEE PROGRAM AD HOC SUB-COMMITTEE

			VPSL/VPO CARRIED
4.	Tuition and Fees Working Group Membership	Pres – working group with 2 SAMU & 2 University admin. Need to start working on creating this working group right away. Makes sense for Vpo & other person is up for a decision. Vpo – be good to have an SAMU operational person involved when we start developing internal policy & procedure. Recommend Pres or Vpe as they are familiar with legislation. Decision: Vpo & Vpe will be SAMU reps on working group.	Action: Vpo to notify Marg of decision.
5.	Building Fee MOU	Pres – need to do a risk assessment around our fees within the next month.(end of march) Also need to look at what our services cost in comparison to the private sector.(end of February)	Action: Gm to complete fees risk assessment by end of March 2019 & do a services cost comparison (vs private sector) by end of February 2019
6.	Donation	Pres – our policy identifies that we make a donation on behalf of a student when a student passes away. Vpsl – asked for a donation to Distress Line. Can we consider donating? Vpa – suggest we donate one call each. Gm – make sure we consider that it would be student money donating to a non-profit. Vpsl – definitely a service that students would use. Vpo – it's an Edmonton service and it's valuable to our students.	Action: Pres & Gm to coordinate donation on behalf of student who passed away. MOTION TO APPROVE A DONATION OF \$150 FROM THE DONATION BUDGET LINE TO DISTRESS LINE OF EDMONTON VPSL/VPE CARRIED
7.	Outstanding Action Items		
8.	President's Report	Events of campus meeting. EC for a Day. Building meetings. SC special meeting. Network consultation with IT. EDI meeting for CASA. PSLA Governance Changes Task force meeting. BFC meeting. ACC Winterfest. CAUS meeting. VSU call. Site safety orientation. GOTV volunteering. SAMU/MacEwan meeting. the griff interview. Fee messaging meeting.	
9.	VP Academic's Report	EC for a day. SC special meeting. Design meeting. GOTV shift. BFC. Design Thinking Networking Workshop.	

		Winterfest ACC. Met with student. Associate dean of nursing meeting. Student research day meeting group. Exec/MacEwan meeting. Provost meeting.	
10.	VP External's Report	GOTV orientations. SC special council meeting. BFC meeting GOTV volunteering. CAUS update. Winterfest ACC. GOTV presentation. VSU discussion. Exec/Pres meeting.	
11.	VP Operations Report	EC for a day. Buildings meetings. SC special meeting. Network consultation. Met with student re. councillor vacancies. BFC meeting. Winterfest ACC. MacEwan Committee on Internationalization Sub Committee meeting. Met with Susan Cooper. VSU discussion. Budget meeting. Safety orientation. BPC meeting. SAMU/MacEwan lunch meeting. Met with student re. campaigning. Messaging meeting. Distress Line breakfast.	
12.	VP Student Life's Report	Black History Month Planning Committee. Design meeting. Special meeting Met with students re EC. Student Affairs meeting. Edmonton Regional postsecondary meeting. BFC meeting. GASC meetings. Winterfest ACC. Student Sexual Violence Research forum. VSU discussion. Met with Lynne Wells. SAMU/MacEwan lunch meeting. Student meeting. Attended BPC meeting. Student services sub-committee. Distress line breakfast.	
13.	GM report & Dashboards	Wellness week. All West meeting. Building meetings. HR update. BFC meeting. Director meeting.	

		VSU letter discussion. Budget meeting. Site visit. Change management meeting. Messaging meeting. Legal update. Events update.	
14.	Recognition		

4. Adjournment

Time: 10:52am