

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: 9:01am
2. Approval Minutes for: January 30 and February 6, 2019

**VPSL/VPE
CARRIED**

3. Approval of Agenda

**VPA/VPSL
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Clubs	<p>AIESEC Club Vpsl – new club – everything looks good. Vpa – would like to know what AIESEC stands for. Pres – club mandate isn't very clear. What will they be doing on campus? Specific initiatives they'll bring to campus? I'd like more specificity in this application.</p>	<p>Action: Vpsl to take back to Clubs dept for further clarification on what they'll actually be doing on campus.</p>
2.	EC outgoing transition	<p>Pres – Vpo has previously discussed outgoing transition traditions. Would like to brainstorm some potential ideas. Career planning session, exit interviews, staff feedback are some initial ideas. Could help with SAMU alumni. Vpa – exit interviews & start of term interviews – able to watch them; “thank you for your service” memento – something substantive; Vpsl – like Vpa's idea. Do some kind of gift per role for incoming – encourage EC to do that within portfolios – create a tradition. Pres – some kind of opportunity for reflection on last night of retreat with incoming & outgoing execs. Pass something down to incoming execs within portfolios.</p>	<p>Action: Pres to create shared Google doc for outgoing transition traditions.</p>
3.	Distinguished Alumni Committee	<p>Pres- was reached out to by Rebecca Chelmick. Require exec to sit on this committee. Pres or Vpsl could sit on it.</p>	<p>Decision: Pres to sit on committee.</p>
4.	Accessible Study Spaces	<p>Pres- reached out to by a student with a disability. Wondering if SAMU could help with accessing a specific study space on campus. Waiting to get more info back about. Should be talking to SSD or provost about. Gm – first floor study space in new building could provide an opportunity for that. Pres – call out</p>	<p>Action: Gm to work with SSD about accessible study spaces on campus.</p>
5.	Transition and Succession Planning	<p>Pres – we will need to start our succession planning soon. Thinking about bringing in a facilitator for parts of it. Task each portfolio with coming up with 2 activities to do with successor. Will begin building schedule soon. Vpsl – activities around info you're going to share?</p>	<p>Action: Each exec to compile list of what they each need to talk to</p>

			their successor about re. transition.
6.	Associate Dean of Libraries Reappointment	Pres – request from Debbie McGoogan for a student rep to sit on committee. One-month commitment.	Decision: Vpa to sit on committee.
7.	Outstanding Action Items		
8.	President's Report	Records management meeting. Student code of conduct meeting. Tenants meeting. Advo Coord meeting re CAUS & CASA. GOTV. Minster of Education Youth Council panel. CASA update. Black History Month event. Fees update. SAMRU Pres call. CAUS Policy Committee update. SAMU Furniture coordination meeting. Food for Thought. CASA member relations officer on campus. Councillor interviews. Legal update. MacEwan hockey game for memorial. CASA Policy meeting.	
9.	VP Academic's Report	Records manage. Student code of conduct. Meeting re student issue. GOTV. Met with Evan. Black History Month event. Support person for student at academic hearing. Gm meeting Food for Thought. Committee on Admission & Transfers. Academic Policy Committee. Academic Planning & Priorities meeting. Distinguished Research Award Adjudication meeting. Events meeting. MacEwan hockey game. Evan & I met with student. Info & tech Management meeting. Transition.	
10.	VP External's Report	GOTV. SCRC. Records management meeting. Fees call. Student code of conduct, Political forum meeting. Met with Evan. Food for thought. CASA tour. Experiential Learning Committee meeting.	

		CASA update.	
11.	VP Operations Report		
12.	VP Student Life's Report	<p>Records management. Attended play. Student code of conduct Met with Jaime re. clubs. GOTV. Wellness week. Black History Month event. Lynne Wells meeting Development of People, Culture, and Foundation Plan Group. Town hall JACK.org event. Harm reduction workshop. Overdose and naloxone training. Student services committee. MAVEN workshop. Campus community update. Met with Evan. Met with gm Student and Mental Health Working Group. USOLVE meeting. GASC meeting. Student success sub-committee. Roundhouse update. Stalking & Sexual Violence presentation.</p>	
13.	GM report & Dashboards	<p>Records management. Tenant review meeting. E-commerce meeting. Met with Vpo. Directors meeting. Orientation with Evan. Gov structure review update. Met with Vpe & Vpa. Budget update. Furniture meetings. Met with CASA staff member. Met with Jaime. Maintenance & Ops meeting. Director meeting. Met with Pres & Vpo. Employee checklist. ACUI speaker orientation. SRP update.</p>	
14.	Recognition		

4. Adjournment

Time: 10:10am