



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
May 25, 2023 @ 10:30am**

Voting Members:

Gabriel Ambutong, President
Stephan Vasquez, VP Academic
Jakob Cardinal, VP External
Joseph A. La Torre, VP Governance & Finance
Cierra Jacobs, VP Student Life

Resource Officials:

Darryl Kostash, General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Alan Honey, Governance Advisor

1. Call to Order: 10:31am
2. Approval of Agenda:
**VPSL/VPA
CARRIED**
3. Approval of Minutes for: May 17, 2023
**VPA/VPE
CARRIED**

TOPIC	DISCUSSION	ACTION/MOTION
1. Communications expectations when formally presenting info to the team	Vpsl – briefing note template provided – streamlined version for when we're presenting to EC. Used for more formal items that EC is deciding, or for when needing to report to SC. Ensures that everyone has same information. Vpa – think that this needs to be shorter. Duplication of work. May be useful in some circumstances, but would decrease workflow. Don't think it should be required for every topic. Need to find a middle ground. Vpe – in favour of this format. Individuals can make decisions on how in depth to go within the form. Great to have in case someone isn't there to speak directly to an issue. Vpgf – may not be time to use this every time. Maybe not an expectation for all items. Do see the benefit of having it. Believe we should give it a try, and adjust if we need to.	MOTION TO ADOPT THE USE OF BRIEFING NOTES FOR ITEMS BROUGHT FORWARD AT EC MEETINGS VPSL/VPE CARRIED
2. Flex as part of norms document	- How to add flex in Bamboo HR - General Overview - concrete definition of flex – when and how to use it. *general discussion.	
3. SARG	Vpa – provided report for everyone to review. Conclusion is that we should continue to use SARG.	Action: GA & Vpa to edit TOR and bring to EC next week.

		Gm – note that government sets allowable increases so it's important to be aware that advocating needs to also be done provincially as well as to MacEwan. Vpa – this group would be used to design strategy plans advocating on behalf of students.	
4.	SAMU NSO breakout room/presentation	Vpgf – for NSO in the fall I'm wondering if there are any ideas on how EC can be included, depending on how SAMU is already involved. Vpe – believe EC should be more involved. Gm – NSO is MacEwan owned, just have to see what their expectations are. Reaching out to MacEwan to know what they're doing.	
5.	Reporting Norms	Can be tabled for next EC meeting. Pres -	
6.	DiSC Assessment	Can be tabled for next EC meeting. - Looks at indicators like how you respond to challenges and how well you work with others, opposed to measuring intelligence of aptitude. Vpgf – have seen that EC has done something like this in the past. Are we interested in having some form of assessment. Vpsl – good idea, not sure DiSC is the write one. Vpa – like DiSC. Like to see a more in depth presentation. Vpe – see value in it but not sure we have to use something that we need to pay form. Gm -	Action: Gm to bring forward option for personality assessment to EC. Goal for end of June.
7.	Sharepoint & OneDrive use	Can be tabled for next EC meeting. - For work continuity. - Replacement of Google Drive - Possible need for tutorials. Vpgf -	
8.	Signing norms document	Can be tabled for next EC meeting. - Review then sign, and lastly, set a day of August to review document again. Vpgf -	
9.	SAMU Elections: Opportunities for Students to interact with candidates	Can be tabled for next EC meeting. An open discussion about the opportunities candidates have to interact with the student body during the campaign period during campaigning.	

		Vpgf -	
10.	EC Priorities (Standing Item)		To be used once EC Priorities have been decided.
11.	Project Updates (Standing Item)	Google Drive: Workplan & Priorities Planning folder	To be used once EC Projects have been decided.
12.	Outstanding Action Items		
13.	VP External's report	Updates on municipal, provincial (CAUS), & federal (CASA) advo.	
14.	VP Governance and Finance's Report	Project planning. Meeting with Gm & GA re. procedures – will be bringing those forward soon. H&D marketing update.	
15.	VP Student Life's Report	EDI Education & Engagement Office meeting. Met with Residence. Met with SVPRO. WPSO meeting. SEC workplan.	
16.	President's Report	Tabled.	
17.	VP Academic's Report	CfTL meeting. SARG TOR & report. Nonviolent communication workshop. GFC Exec Committee. WUSC arriving training video.	
18.	General Manager's Report	AMICCUC-C conference next week. Vacation planning encouraged.	
19.	Recognition		

4. Adjournment

**VPSL
CARRIED**

Time: 11:55 am.