

**Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
November 21, 2018 at 6:00pm in room #7-218**

In Attendance:

Andrew Bieman, Vice President External
Lee Burton, Councillor
Ruan Bouwer, Councillor
Rachelle Drummond, Councillor
Jackie Kent, Vice President Academic
Jaden Melech, Councillor
Emma Patterson, Vice President Operations
Parvin Sedighi, President
Tansy Spyker, Vice President Student Life
Alycia Stewart, Councillor
Kent Strayer, Councillor
Lukus Ratz, Councillor

Luis Ruiz, Councillor
Matthew Yanish, Councillor
vacant, Councillor
vacant, Councillor
vacant, Councillor
vacant, Councillor

SAMU Officials and Council Support:
Timothy Jobs, Chair
Alan Honey, Governance Advisor
Samantha Hay, Governance Assistant

Absent:

Spencer Newton, Councillor

Meeting called to order at 6:01pm.

1. Treaty 6 Land Recognition

We would like to acknowledge that this meeting of the Students' Association of MacEwan University is taking place on the traditional territories of the people of the Treaty 6 region in Central Alberta.

The Students' Association of MacEwan University is situated in the centre of what we call the city of Edmonton, which is called Amiskwaciy Waskahikan or Beaver Hill House in Nehiyawewin (Cree). This is the traditional home of the Nehiyaw (Cree) and Michif (Métis), and meeting place for many Indigenous peoples including the Nakawe (Saulteaux), Siksika (Blackfoot), Nakota Sioux (Stoney) and other nations.

2. Approvals

2.1 MOTION

TO APPROVE THE AGENDA FOR NOVEMBER 21, 2018

STRAYER/PRES

CARRIED

2.2 MOTION

TO APPROVE THE MINUTES OF OCTOBER 17, 2018

RUIZ/BURTON

CARRIED

3. Presentations

4. For Information

4.1. Reports

4.1.1. President

Attended fall convocation yesterday. Feedback session on search for association VP research. CASA strat session.

4.1.2. Vice President Academic

4.1.3. Vice President External

GOTV campaign update. Mental Health Funding application grant from MacEwan update.

4.1.4. Vice President Operations & Finance

4.1.5. Vice President Student Life

Space update.

4.1.6. Chief Returning Officer

4.1.7. General Manager

4.2. Executive Committee Minutes

Minutes of October 4, 11, 16, 24, 31, and November 7, 2018 provided.

5. Question Period

5.1. Written Questions

Stewart - I have a question for the President: Concerning your report on the EC fall retreat you mention identifying strategies based on your review of the past 6 month you hope to work on this year. What are some of those strategies and some concrete ways the executive team plans on improving the next part of their terms? What are any ways student council is a part of those strategies or potentially what we can do to help the EC from what you gathered from the review (if SC was part of that)? Thank you.

Pres - Largely the focus was on better communication and coordination between portfolios as far as projects are concerned. We found that operating in silos at times was one of our challenges, so we were able to (partially) pre-emptively address this by sharing timelines and projects we hope to undertake for the remainder of the year. For a number of projects focusing on student engagement, like Get Out the Vote and Wellness Week, the support of council would go a long way in ensuring adequate implementation, and we will share more information with you as we move forward. Given the ad-hoc nature of a majority of issues we deal with, it was difficult to pin down issue-specific strategies, but at this time EC's assessment of the situation indicates we are on the right path. Thanks for the question!

Stewart - I also have a question for the Vice President External or Operations and Finance (based on their report but I'm not sure which exec would be best to answer): The MacEwan strategic plan has or is working on calls to action based on the Truth and Reconciliation Commission (TRC) and this is certainly an important area MacEwan is focusing on. Is this a topic SAMU has addressed or can implement to a greater extent? Or is it important for us to work on that ourselves and if so what are ways that we can pursue our role in and support the TRC whether that be through advocacy, our programs, services or etc.? Thank you.

Pres - To this point, SAMU has elected to take a role of supporting MacEwan's actions. However, we are re-focusing on our equity and diversity project, and the TRC calls to action will certainly be a part of the conversation. Once we have a plan of action, SC will be brought in where appropriate.

5.2. Oral Questions

Topics include: H&D Fee; MacEwan United Way Campaign; measuring event success; elections;

6. In Camera Period

7. Motions & Business Orders of the Day

7.1. Governance Remuneration Advisory Committee

MOTION TO APPOINT COUNCILLOR MELECH TO THE GOVERNANCE REMUNERATION ADVISORY COMMITTEE THE 2018-2019 TERM

VPO/RUIZ

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.2. Health & Dental Sub-Committee

MOTION TO APPOINT COUNCILLOR RUIZ TO THE HEALTH AND DENTAL SUB-COMMITTEE FOR THE 2018-2019 TERM

VPO/STEWART

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.3. Audit Committee

MOTION TO APPOINT COUNCILLOR STEWART, COUNCILLOR RUIZ, COUNCILLOR YANISH, AND COUNCILLOR RATZ TO THE AUDIT COMMITTEE FOR THE 2018-2019 TERM

VPO/STRAYER

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.4. Budget and Finance Committee

MOTION TO APPOINT COUNCILLOR MELECH AND COUNCILLOR RATZ TO THE BUDGET AND FINANCE COMMITTEE FOR THE 2018-2019 TERM

VPO/VPE

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.5. Bylaws and Policy Committee

MOTION TO APPOINT COUNCILLOR STRAYER, COUNCILLOR BURTON, AND COUNCILLOR BOUWER TO THE BYLAWS AND POLICY COMMITTEE FOR THE 2018-2019 TERM

VPO/PRES

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.6. Leadership and Engagement Committee

MOTION TO APPOINT COUNCILLOR DRUMMOND, COUNCILLOR STEWART, AND COUNCILLOR BURTON TO THE LEADERSHIP AND ENGAGEMENT COMMITTEE FOR THE 2018-2019 TERM

VPO/VPE

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.7. Appointment Advisory Committee

MOTION TO APPOINT COUNCILLOR DRUMMOND TO THE APPOINTMENT ADVISORY COMMITTEE FOR THE 2018-2019 TERM

VPO/PRES

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.8. Programs and Services Sub-Committee

MOTION TO APPOINT COUNCILLOR DRUMMOND TO THE PROGRAMS AND SERVICES SUB-COMMITTEE FOR THE 2018-2019 TERM

VPO/BOUWER

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

*Recess for 5 minutes at 7:07 pm.

7.9. External Advocacy Ad Hoc Committee

MOTION TO APPOINT COUNCILLOR BOUWER AND COUNCILLOR STRAYER TO THE EXTERNAL ADVOCACY AD HOC SUB-COMMITTEE FOR THE 2018-2019 TERM

VPO/RATZ

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.10. Students' Council Review Committee

MOTION TO APPOINT COUNCILLOR RATZ, COUNCILLOR YANISH, AND COUNCILLOR RUIZ TO THE STUDENTS' COUNCIL REVIEW COMMITTEE FOR THE 2018-2019 TERM

VPO/STRAYER

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.11. Awards Sub-Committee

MOTION TO APPOINT COUNCILLOR YANISH TO THE AWARDS SUB-COMMITTEE FOR THE 2018-2019 TERM

VPO/RUIZ

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

7.12. Student Refugee Program Ad Hoc Sub-Committee

MOTION TO APPOINT COUNCILLOR BOUWER AND COUNCILLOR STEWART TO THE STUDENT REFUGEE PROGRAM AD HOC SUB-COMMITTEE FOR THE 2018-2019 TERM

VPO/DRUMMOND

Favour: Melech, Vpsl, Burton, Yanish, Ruiz, Stewart, Vpo, Ratz, Bouwer, Drummond, Pres, Vpa, Vpe, Strayer

CARRIED

8. Consultation

8.1. Tutoring on Campus

Vpa – students have been asking about how to find a tutor on campus – would like feedback as requested in submitted document.

9. Evaluation

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

PRES

CARRIED

Next Meeting Date: December 19, 2018

Meeting adjourned at: 8:04pm

Students' Council Report

President
December 19, 2018

Councillors, please find my report provided for your information. This report includes all activity since we last met.

Projects & Initiatives

Meeting with President Saucier

As part of SAMU's efforts to build stronger relationships with key university partners, I have worked with the MacEwan President's office to establish recurring meetings to discuss issues concerning both parties. I met with President Saucier and discussed a number of things, focusing primarily on Bill 19 and its impacts on the university community immediately and long-term.

CASA Advocacy Week

The VP External and I spent a week in Ottawa at CASA's annual Advocacy Week conference, where collectively we met with more than 145 politicians, stakeholders, and partners. The asks this year concerned sexual violence on campus, student employment, and support for graduate students—more details can be found on the CASA website at casa-acae.com

Tuition Consultation

The team attended a consultation with the university on tuition for the coming year, as a part of their legislated obligation. While the extended tuition freeze means no changes will be made to domestic tuition or to mandatory non-instructional fees, the university proposed a 2.5 % increase to international tuition, citing increased costs. We pushed back, indicating not enough information was available on those specific increased costs and it was not clear why international students were being tasked specifically for paying for those services.

Board of Governors Meeting

I attended the December Board of Governors meeting, where most notably the tuition increase for international students was brought forward. I both spoke and voted against the increase, providing the rationale noted above.

SAMU and MacEwan Executive Teams Meeting

The executive teams of the university and SAMU had our quarterly meeting, and discussions largely addressed the building project, changes coming from Bill 19, and anticipated election strategies used by the two groups, and potential areas of overlap.

PSLA Governance Changes Working Group

The working group continues to work on implementing the changes outlined in the new legislation, with a focus on our transition to a GFC model. This will require the formal creation of faculty and school councils, and will increase student representation on the academic governance body. Additionally, the university is looking at the formulation of a formal alumni association, and updates are expected in the new year.

Provost Search Committee

The committee conducted the first round of interviews, and selections have been made for round two of interviews. Selected candidates will meet with stakeholder groups on campus in the new year, with an eye to having a provost for July 2019.

Appointment Advisory Committee, Leadership and Engagement Committee, and Governance Remuneration Advisory Committee Meetings

The three SAMU committees I chair met and have developed work plans for the year, which you will find included in the agenda package.

SAMU Joint Steering Committee

JSC met and received an update on the project's progress, and conversations are now beginning to shift more towards transitioning into the building and what this will look like. Given that the building's physical infrastructure is attached to the university, we will work closely with the relevant people to ensure the building is opened and operated without a hitch.

Other Business

Gray Gallery Opening

The team and I attended the opening of the Tiny Art exhibit at the Gray Gallery, featuring the works of current and past MacEwan students. If you have a chance to, I highly recommend a stroll into the gallery to see the art!

Closing Remarks

Just a few more days, and the sweet release of winter break will be upon us, whew! Take this time to recover and celebrate all you've done this year, and of course, eat all the holiday treats and be with the people you love.

All the best,

Parvin Sedighi, President
Students' Association of MacEwan University

Students' Council Report

Vice President Academic December 19, 2018

Greetings Council,

Below is my report detailing what has happened between November 16th and December 13th

Projects & Initiatives

OER Fellowship Initiative

As I mentioned in previous reports, the OER fellowship pilot program is looking like it will occur. For those of you who do not know, it is a grant program that will be given to faculty who are interested in developing an Open Access resource for their classes, that will be published openly and be freely available for their students to use (and freely available for other faculty to adopt and use in their classrooms). I verbally reported in an earlier meeting this semester about how on behalf of SAMU, EC has decided to contribute \$2500 towards this initiative.

Textbook Expense Campaign

The results of the September campaign...

Faculty	Nursing		Faculty	HCS
Number of Participants	5		Number of Participants	13
Average \$ Spent	\$ 1,049.80		Average \$ Spent	\$ 561.31
Faculty	Business		Faculty	Arts/Sci
Number of Participants	64		Number of Participants	93
Average \$ Spent	\$ 473.80		Average \$ Spent	\$ 497.69
Faculty	FFAC		Faculty	Cont Ed
Number of Participants	4		Number of Participants	0
Average \$ Spent	\$ 325.00		Average \$ Spent	

This data does not capture how much the student's full booklist cost (ie. their book list could have been \$800, but they only bought \$500 worth of their books, so they recorded \$500).

I will be putting out a sign up sheet for the January campaign the first week that we get back from holidays!

Committees

AGC Pre-Meeting

While there is nothing to report from the November AGC meeting itself, I facilitated a meeting for the AGC student representatives. Since there wasn't much on the agenda, we did not have a TON to talk about this month, but they agreed that it was a good use of time and would be worth it in the future because it created a 'safe' environment to ask questions about agenda items, and formulate questions to ask during AGC as a group. In the future, it also would provide an environment for all of the students to agree to take one particular stance on a contentious item that may be on the agenda.

VPA Report to Students' Council
[Submitted December 13th, 2018]
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AVP Research Search Committee

The consultation has wrapped up, and the advertising for the position will go out within the next couple of weeks. Depending on how long the long-list and short-list process goes, my successor may have a chance to participate in the final decisions around the hiring of this position.

Academic Planning and Priorities Committee

A proposal was brought forward to APPC to change the structure of Open Studies. The working group had identified 3 different types of students that fall under the Open Studies umbrella: exploratory, partnership, and contract/prepatory students. The largest category here is exploratory – essentially students who are taking courses for interest, to meet another institution's (or a MacEwan program's) requirements, or who are wanting to boost their GPA to gain admission into a credential program.

Since there is no longer a credential that can be gained from studying in Open Studies, the working group has recommended that students in this program are limited to a part-time course load. They also cite that many students who are using Open Studies to gain admission into a program are not successful academically in meeting the program requirements of their program of choice, and would benefit from a lower course load.

This proposal also includes creating access to advising for all students in Open Studies, which was previously unavailable.

Closing

Do not hesitate to contact me, or drop by with any questions about my report or otherwise - you know where to find me!

Best of luck with the rest of final exams, and have the happiest of holidays. Enjoy the break!



Jackie Kent
Vice President Academic
Students' Association of MacEwan University

Students' Council Report

Vice President External
December 19, 2018

Councilors,

Here is my report that details my activities from November 22 to December 13:

Projects and Initiatives

Council of Alberta University Students (CAUS)

It has been relatively quiet on the CAUS side of things since the passage of Bill-19 into legislation. Most of what I have been working on at CAUS is more behind the scenes, like ensuring the Get Out The Vote Website is up and running by the first week of Classes in January. I have had numerous meetings with CAUS' website developer over the past weeks and I can say that as of now, we are on track for launching the website for the first week of classes in January. More to come on this soon.

Canadian Alliance of Student Associations (CASA)

I was away at CASA's annual advocacy Week with the President. I met with MP Linda Duncan, MP Ziad Aboultaif, MP Stephanie Kusie, and numerous others. The meetings went well, and all of the MP's we met with were relatively receptive to CASA's asks. If you want to read up on CASA's advocacy priorities you can find them here:
https://www.casa-acae.com/advocacy_week_2018_students_bring_fresh_ideas_to_improve_post_secondary_education.

SAMU

I had a monthly meeting with the Vice President University Relations. She informed me that MacEwan is gearing up for the spring 2019 election and ensuring that activities on campus during the election remain nonpartisan with a few exceptions such as a leadership debate. I also attended the Associate Vice President University Relations (AVPUR) Search Committee on behalf of SAMU and we made some progress towards finding the next AVPUR. More to come on this soon.

I met with a few students at MacEwan who were interested in the Vice President External Position here at SAMU. I would encourage anyone who wants to know more about my position to come talk to me.

Closing Remarks

I hope you are all enjoying this weather right now, and taking much needed breaks from studying. I'm excited to see all of you at Council.

Regards,

VPA Report to Students' Council
[Submitted August 14, 2018]
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Andrew Bieman
Vice President External

Students' Council Report

Vice President Operations & Finance December 13, 2018

Please see below my report for the dates between November 21 and December 13, 2018.

Projects & Initiatives

SAMU Building

The SAMU Building Project Team continue to have regular FFE (Furniture, Fixtures, and Equipment) meetings with our furniture provider and consultants. The project team spent 3 days in Toronto with different furniture companies, touring and identifying spaces and functions that will need to be addressed, and how furniture solutions can aid in those functions.

We also have been doing some work updating and re-evaluating the SAMU Building Case, since it was created back in 2015, and the project has evolved since then.

In the past month, there was a SAMU Building Operational Transition Plan Quarterly Meeting, where different groups within MacEwan Facilities and Ancillary Services, along with SAMU, meet to work on the transition plan to hand over operations of the building once it is completed. There are several aspects we need to sort through in this regard – key operation, hours of operation, security practices, mechanical and electrical practices, etc. All of these things, including physically moving into the new space, will have to be worked through. This committee will ramp up its meeting to more often in the new year.

I also attended the monthly SAMU Building Risk Committee meeting, where things are pretty status quo. We provided updates on things we are working on internally, so they could be recorded.

Executive Committee Nominations Awareness Project

I have been working on prepping a nominations awareness project for the upcoming EC elections. It will look similar to the SC elections project, but I'm hoping to adapt it slightly, and use more targeted approaches to better execute the messaging. No concrete details yet, so just providing an update.

Food For Thought Town Hall

As part of sitting on council, we host an annual town hall, where students can come and talk to SC members about SAMU and their experience on campus. The town hall will be on February 6, from 11:30-1pm, so please make yourself available for that date!

Committees

Global Awareness Week Sub-Committee

This is a sub-committee of the MacEwan Committee on Internationalization (MCI), with a specific mandate to put together the annual Global Awareness Week event. We meet almost weekly, and provide updates on work we are doing. As we get closer to the end of the year, we are finalizing the different events and activities that will be happening during the week.

MCI: Students Sub Committee

This is another sub committee of MCI, which has focus on international initiatives as they relate to students. We finalized our workplan for presentation at the next MCI meeting. We have 3 goals – Academic, Social, and Domestic engagement. A lot of our work will be with IAP (Institutional Analysis and Planning) to create some new avenues for data collection in regards to students, so we can better identify areas of focus.

Bylaws & Policy Committee

BPC met for the first time for this council's term, with the intention of creating our committee workplan. We have agreed to monthly meetings, and have several objectives, including a full policy and bylaw review.

Budget & Finance Committee

This committee also met with the intention of creating our committee workplan. The schedule for SAMU's annual operating budget creation has been solidified, and presentations have been scheduled with the various departments for the committee. We will also be facilitating a 'Intro to Budgeting' type presentation for all councilors in the new year, so watch your emails for that announcement.

Resources Foundation Plan Committee

As part of the development of the new Integrated Strategic Plan (ISP) for the university, they have created 4 foundation committee, all of which assess different areas of the university, and create a foundation plan that those areas can undertake to align with the proposed ISP values and goals. The Resources Foundation Plan focus on the areas of Finance, Administration, HR, Ancillary Services, Facilities/Operations. I was invited to sit on this committee as a student rep, although my scope is somewhat limited in perspective.

We had 2 meetings in the last month, in which we addressed the second and third proposed value/goal of the ISP, that being a commitment to student success and engagement with the community. We discussed how university resources can support that goal, as well as strategies the affected bodies would utilize to do that.

Other Business

SAMU Budget

The SAMU budget process for next fiscal year has officially begun within the different departments as of this week. Over the next several months, the Directors, GM, and myself will be developing the new fiscal budget for presentation and recommendation from BFC to SC. It is a detailed process, with many steps and check points to ensure it's accuracy and structure. With lessons learned from this past year and reporting, I am excited to make the budget even better!

UPASS Reconciliation

A problem we have noticed in process is that SAMU fees, specifically the UPASS fee that we collect, are not paid, but students still pick them up. We have begun an investigation with the OUR (Office of the University Registrar) and IAP (Institutional Analysis and Planning) to identify a process to account for the lost fees, and how we can work together to make that process better. I'm very encouraged by our initial discussion, and look forward to rectifying the issue.

Health and Dental Program Semi-Annual Report

Myself, along with the General Manager and Director of Finance had a conference call with Gallivan, our Health and Dental broker, where we reviewed the semi-annual report on our program. Items like student enrollment, the function of the Benefits Office on campus, and recent staff changes within their organization were discussed. Our utilization is very positive, which is great news!

Closing Remarks

Happy final exam season! I wish you all the best of luck in final exams and papers, and sincerely hope for a restful holiday break for you all!

Regards,

Emma Patterson, VP Operations & Finance

Students' Council Report

Vice President Student Life December 13th, 2018

Salutations Council,

The past month has been a busy one! I have done my best to provide concise and relevant information. As always, I welcome either written or in person questions!

Below is my report detailing what has happened between November 16th and December 13th

Projects & Initiatives

Gray Gallery

Last month the Gray Gallery had its first show of the year! It was a wonderful collection of student work of the small variety, called Tiny Art Show. They space is available for use throughout the year and can be booked for uses that is not curated by SAMU. I would like to encourage you to share this opportunity with students!

Classroom Management

A "code of conduct" guiding document is being created in partnership with Lynn Wells and Faculty that will be sent to Provost Group. I had sent out a document around this topic for conciliation via email, there will be a second rendition being circulated so keep an eye out for that.

The spirit of the document is as follows:

To work together to foster a safe learning environment for all students, faculty and staff. The University takes seriously its obligation to campus community safety, as expressed in several policies (Respectful Workplace; Harassment; Health, Safety and Environment, Sexual Violence Policy). The University also acknowledges the need to comply with Alberta's Occupational Health and Safety Act, particularly in relation to harassment and violence and prevention on campus. The University is committed, whenever possible to resolve safety-related issues through restorative practices that emphasize personal accountability and harm reparation.

Student for a Day

In collaboration with the department of Sports and Wellness and the kiwêw waciston center I led a workshop for elementary students. It was part of the girl's day as a Griffin for a Day. They were so wonderful and all expressed interest in continuing in leadership and coming to MacEwan.

Pride Swag

I have decided to make the commitment to having SAMU pride swag available all year round at the main office. It is a valuable visible act of our values that can provide students with the opportunity to similarly show their pride year-round! Pride is not a week long occurrence, it is something that happens all year round.

Wellness Week

This is an ongoing project that I have been reporting on for the last months. It will be happening the 4th-7th of March. I look forward to sharing the initiative details once as it is out of its planning stage.

Committees

Dean, School of Continuing Education Reappointment

This committee was a pleasure to serve on. It is my great pleasure to share that Dr. Heather McRae has been reappointed to a second term as Dean of the School of Continuing Education, through June 30, 2024. This result follows the in-depth consultation with campus that included a public presentation, feedback from students, faculty and staff, and an interview with the committee representing a variety of MacEwan constituencies, including myself.

MacEwan United Way Campaign Committee

This year it has been decided that there will be no ask from students. The main focus will be around awareness building for all of the good it has done in our MacEwan community.

Mental Health Campus Committee

This is a higher-level perspective of Mental Health on Campus and it is the group that the grant weighting working group reports to. We have been looking critically at what has been working and what type of developments could/should be made.

Post-Secondary Student Mental Health Grant: working group

This working group is the actual forming of the grant application to the government for funding to provide mental health supports, example being student affairs, on campus. It will be concluded before the new year.

Black History Month Planning group (OHRDE)

The month of March is Black History Month and the Office of Human Rights and Diversity has invited me to take part in the planning of the month's activities. As wellness week is taking place in the same month there will be some cross over in our two events.

Development of People and Culture Foundation Plan Group

As you may know, the University has begun the process of developing a new Integrated Strategic Plan for the University. As a part of the overall plan we will be developing 4 foundation plans. I am part of the development of the People, Culture and Governance Plan. Our working group is drawing up an initial draft of this plan before it goes to the broader community for consultation and feedback.

Edmonton Regional Post-Secondary Mental Health Committee

This committee was struck shortly after the MH funding evaluation framework was released. Each region in Alberta has their own committee, populated by student representatives, health care practitioners who work on campus, a few institutional reps (admin or other), and a few government representatives that work with the Primary Care Networks in the region. I am the student representation on behalf of CAUS, SAMU and post-secondary student of Edmonton.

Indigenous Advisory Council

In the meeting on November 29th, I further crafted a draft "Protocol Guideline" document for all university use. We will draft the final document in early January to accompany the Ceremonial Practices Policy on Campus which is going forward to the Board this month for final approval. We

VPCL Report to Students' Council

[Submitted December 13, 2018]

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also had a presentation of the design development stage that the new center is in, needless to say... it will be stunning!

MacEwan Book of the Year

Every year MacEwan features a Book of the Year that is read by most English students. It is to my delight that I get to read the books and participate in selecting who will be receiving the award. We are currently in the long list stage of the selection process.

Grant Allocation Sub Committee

This SAMU committee meets and deliberates on the approval of funding requests submitted.

Sexual and Gender Minority Program Working Group

In the last meeting, there was an introduction of new members to increase the reach of support. Preparations for this year's upcoming MacEwan Pride week are well underway, it will be a fun week of exciting guests and programming!

Other Business

Student At large

I don't usually report on students that I meet, I am making an exception this time due to the amount of councilor involvement in a student's situation. I have reached out and supported a student that had expressed concern for their safety publicly. I appreciate the genuine concern and care that you as councilors have displayed with connecting me with students at large that can benefit from SAMU supports. It is wonderful to see, continue doing this wonderful work!

Tour of Furniture

As an EC team, we have been working on selecting furniture for our new building! It is an exciting enterprise that we don't take lightly, as we want our decisions to have a long-lasting positive effect on how students are using the space. To do so we have toured various institutions to test options.

Executive Meeting

The SAMU EC team of SAMU met with the full Executive team from MacEwan. Please see President's report for further details.

Monthly Meeting – Lynn Wells

I have monthly meetings with Lynn where we discuss the improvement of the student experience that is related to Student Affairs. I have sent out

Closing Remarks

Happy Holidays! Once as finals are done it becomes the most wonderful time of year (at least that how I view it). Hope you enjoy your time off campus and take part in lots and lots of self-care.

Well wishes,

VPCL, Tansy Spyker

Students' Council Report

Audit Committee Chair
December 7th, 2018
Audit Committee Members:

Luis Ruiz
Matt Yanish
Alicia Stewart
Lukus Ratz

Greetings Council,

Please find my report and the work plan for the Audit Committee for the term of 2019-2019. On December 4th, 2018 we met with the members of the committee to elect a chair for the term as well as discuss our work-plan for the year.

Work Plan

As and part of our work plan it is mandatory for the committee to elect a chair for the term the choice was pretty quick as only one member of the committee expressed interest and Luis Ruiz was elected chair for the 2018-2019 term. We also discussed the training session for the members of the committee since that was something the previous members from the 2017-2018 felt it was needed which we as committee agreed. While I have served now for 3 terms in this committee, I do value the training for not just our current members but something for the future members of this committee. The training date is January 9th, 2019 at 2PM, which the Director of Finance will be in charge as he is finishing getting ready all the training materials.

Meeting schedule

We also discussed the dates of the meetings for our current term. After a discussion with the committee members as well as our supporting staff as well as looking at previous years schedules the following schedule was created for our meetings on the following dates:

- January 16th, 2019.
- April 17th, 2019.
- July 17th, 2019.
- October 16th, 2019.

Other Business

At this time, we have no other meetings scheduled for any additional items or business. Should the need arise the chair or other committee members we can call a meeting.

I would like to invite council if they have any suggestions or anything else to be added to our workplan to approach me or a member of the committee. I would also like to invite any member of council who may wish to attend our meetings.

Closing Remarks

If you have any questions, comments or concerns about the committee feel free to approach me and let me or any members of the committee know. I hope you are all doing well. I wish you the best of luck in your finals. I also want to wish you all Happy Holidays!

Regards,

Luis Ruiz

2018-2019 Work Plan
Appointment Advisory Committee

Approved by Committee:	
Reviewed by Council:	
Work Plan Mandate:	Committee's Policy, point 10 & 10.1.

Committee Tasks & Outcomes

Committee Tasks	Details/Deadlines	Stakeholders	Status
CRO Appointment	Early March-April post & interview. Recommendation to SC at April meeting Flexible dependent on applications received.	Appointment Advisory Committee Governance Advisor Students' Council	Not started
Chair Recommendation/ Appointment	<u>March, 2019:</u> Post Chair position if needed <u>April, 2019:</u> Bring recommendations to S.C (based on recommendation from Students' Council Review Committee)	Appointment Advisory Committee Governance Advisor Students' Council	Not started
Students' Council Appointments	<u>December 2018:</u> Post vacancies <u>January, 2019:</u> Interview and provide recommendations for January or February SC meeting, pending applicant interest and interview availability. <u>March, 2019:</u> Ask Council who is going to continue with Students' Council through the summer <u>Mid March- Early April, 2019:</u> Post position; Conduct Student Councillor interviews <u>April, 2019:</u> Bring Students' Council appointment recommendations to Students' Council	Governance Remuneration Advisory Committee Governance Advisor Students' Council	Not started

**2018-2019 Work Plan
Bylaws and Policy Committee**

Approved by Committee:	
Reviewed by Council:	
Work Plan Mandate:	Committee's Policy, point 10 & 10.1.

Committee Tasks & Outcomes

Committee Tasks	Details/Deadlines	Stakeholders	Status	Policy Affected
Review of Old Policies	BPC to do initial review for January Meeting (to be scheduled)	SAMU Membership Students' Council	Started	All
Creation of New Policies	Ongoing Process	SAMU Membership Students' Council	Ongoing	All
Review of Current Bylaws	BPC to do initial review for January Meeting (to be scheduled)	SAMU Membership Students' Council	Started	Bylaws
Board of Governors Student Representative	Draft started with past BPC membership. Legislation to begin February 1, 2019. However, transition within the university will not be immediate, and policy will most likely not come into affect until September 2019.	SAMU Membership Students' Council Executive Committee MacEwan University	In Progress	Create new
Roles and Responsibilities	Draft completed with past Executive Committee. Review and recommendation are the next steps.	Students' Council Executive Committee	In Progress	Roles and Responsibilities of Elected Officials Policy
Governance Review Project Assignment	Governance structure Project team to be created within Operations, and will work with BPC on related policy/bylaw changes.	SAMU Membership Students' Council Executive Committee SAMU Operations	Not yet started	All
Clubs Policy	Recommendations from the Clubs department on Policy to be evaluated.	SAMU Membership SAMU Clubs Department SAMU Operations	Not yet started	Clubs Policy

2018/19 BFC WORKPLAN AND 2019/20 BUDGET PROCESS

DATE RANGE	ACTIVITY	STAFF MEMBERS
Nov 16 - Dec 18, 2018	Departments to review last years budget. Consider changes, elements to maintain, additions. Each Director will guide their dept's through review meeting(s). GM to provide guidance. EC will review own dept and share with GM. Departments focus on establishing strategies to meet strategic goals when developing budget rationale.	Directors/Managers/GM/EC
Jan 2 - 14, 2019	Departments meet with Directors to propose final budget work, goals, and strategies, and confirm budget.	Directors and Managers
20-Jan-19	Director's/GM meetings to bring all budget departments together. (Part I, Part II, and Part III if needed) Consultation with EC and Managers through this process.	GM/Directors/Managers/VPO/EC
Jan 23 - 31, 2019	BFC to have Budget Workshop meeting, and invite SC membership to attend	BFC/VPO/GA/DOF
Feb 20 - 21, 2019	Department presentations to BFC. BFC deliberation. BFC recommendation of final balanced budget to Students' Council.	GM/Directors/VPO/BFC
20-Mar-19	Students' Council approval of final budget. Submission to GA is due March 13th.	VPO
17-Apr-19	If first attempt at SC approval fails, second attempt for SC approval. If a budget is not approved before the end of the current fiscal year, SAMU operates on a provisional budget equal to the budget of the previous fiscal year until a budget for the current fiscal year is approved. (Budget Approval, Article 5)	VPO/BFC
Overall Goal:	Create a complete consultation process to develop the SAMU budget, with the task of presenting a balanced budget to Students' Council.	
Process Goal:	SAMU Stakeholders will collaborate to develop a balanced SAMU budget that will meet all the budget needs of the Association in the coming year. Budget lines will be designed to meet strategic goals by establishing strategies to reach objectives.	
Presentations:	GM and Department heads will present to BFC and allow for question period. VPO/BFC will present to Students' Council upon the completion of the budgeting process.	
Benefits:	BFC is presented with a balanced budget. This allows them to remain in a decision making mode rather than a problem solving mode. More focus can be placed on question period, which allows BFC to be confident in their approval decision. Timeline allows for stakeholders to access actual budget amounts in current budget, which will be required in the review process. Ease of scheduling BFC meetings with only 2-3 meetings being required for presentations, deliberation, and decision being required. GM, Director's, and Managers, with consultation from EC members have opportunity to collaborate and balance the budget as a team, rather than requiring BFC to balance the budget with limited knowledge and resources. Timeline allows for more time for the events team to start planning for the fall term and creates more of a buffer between budget approval and EC elections.	

2018-2019 Work Plan Executive Committee

Approved by Committee:	
Reviewed by Council:	
Work Plan Mandate:	Committee's Policy, point 10 & 10.1.

Committee Tasks & Outcomes

Committee Tasks	Details/Deadlines	Stakeholders	Status
Tuition Campaign	<u>September 2018</u> - Run a pressure campaign on the government to make CPI tuition law along with regulating MNIFs.	VP External Executive Committee CAUS	COMPLETED
CAUS Leadership	<u>May 2018</u> - Run for leadership of CAUS.	VP External Director of Governance and Advocacy Executive Committee	COMPLETED
Hire CAUS Executive Director	<u>May 2018 - September 2018</u> - Follow CAUS Hiring procedure	VP External SAMU Director of Advocacy and Governance CAUS	COMPLETED
PSLA Changes	<u>May 2018 - April 2019</u> - As part of CAUS advocacy priorities - Get the Alberta government to place tuition and fees, and increased student representation at the Board of Governors MacEwan into legislation.	VP External President CAUS	COMPLETED
Get out the Vote Campaign	<u>May 2018- April 2019</u> - Run a campaign that gets students to pledge to vote, and notifies them that it's election day/	VP External SAMU Executive Committee SAMU Operations SAMU Students' Council SAMU General Membership	ONGOING
Update CAUS priorities document	<u>November 2018</u> - As part of CAUS advocacy	VP External President	ONGOING
Mental Health Funding	<u>May 2018- April 2019</u> - As part of CAUS Priorities	VP External VP Student Life	ONGOING

	<ul style="list-style-type: none"> - Advocate to the Government of Alberta to provide MacEwan with equitable and adequate mental health funding in a transparent manner, along with ensuring MacEwan consults us during the application process for grant funding. 	CAUS SAMU Executive Committee	
Meet with MLAs and Government Officials	<u>May 2018-April 2019</u> <ul style="list-style-type: none"> - Satellite lobby local MLA's and government officials 	VP External President SAMU Director of Advocacy and Governance	ONGOING
Meet with MPs	<u>May 2018-April 2019</u> <ul style="list-style-type: none"> - Lobby MPs, locally and at CASA Advocacy week. 	VP External President SAMU Director of Advocacy and Governance	COMPLETED
CAUS Fall Advocacy week	<u>November 2018</u> <ul style="list-style-type: none"> - Organize and execute fall advocacy week. 	VP External President	COMPLETED
CAUS Priority Document	<u>May 2018- June 2018</u> <ul style="list-style-type: none"> - Lights on Funding priority draft 	VP External President	COMPLETED
CAUS Priority Document	<u>May 2018- June 2018</u> <ul style="list-style-type: none"> - Compile and edit all priority submissions from CAUS members 	VP External CAUS Vice Chair CAUS	COMPLETED
CAUS Budget Submission	<u>June 2018- August 2018</u> <ul style="list-style-type: none"> - Institutional funding section draft 	VP External President	COMPLETED
CAUS Election Priorities Document	<u>November 2018 - December 2018</u> <ul style="list-style-type: none"> - Rewriting the CAUS priorities so they can help inform any parties, and candidate's election platform. 	VP External CAUS Executive Director	COMPLETED
CASA Advocacy Week	<u>November 2018</u> <ul style="list-style-type: none"> - Meet with MP's to advocate for students at the federal level 	VP External President	COMPLETED
External Advocacy Ad Hoc Subcommittee	<u>May 2018- April 2019</u> <ul style="list-style-type: none"> - Review the subcommittee in its entirety 	VP External External Advocacy Ad Hoc Subcommittee members	ONGOING
CAUS Get Out The Vote (GOTV) Website and database	<u>Winter 2018</u> <ul style="list-style-type: none"> - Ensure that CAUS has their component of the campaign running to complement SAMU's 	VP External CAUS Vice Chair CAUS	IN PROGRESS

SAMU GOTV	<u>September 2018- Spring 2019</u> <ul style="list-style-type: none"> - Planning and executing the campaign at MacEwan 	VP External SAMU Executive Committee SAMU Students' Council SAMU Operations	IN PROGRESS
Course Outline Database	<u>May 2018-April 2019</u> <ul style="list-style-type: none"> - Implement a method to help students better plan their degrees based on course work generally required in courses - course outlines are owned by each faculty/school, privacy is a non-issue - project may be abandoned 	VP Academic VP Operations and Finance Student Services Joint Operations Committee Office of the University Registrar/Institutional Analysis and Planning	ONGOING
Affordable Instructional Materials/OER	<u>September 2018-April 2019</u> <ul style="list-style-type: none"> - Book Expense Campaign in September/January - Present findings from campaign to AGC - OER Fellowship support (may contribute \$) - Open Education week collaboration with Library on events 	VP Academic MacEwan Libraries SAMU General Membership	ONGOING
Fall Reading Break	<u>April 2018-April 2019</u> <ul style="list-style-type: none"> - Survey Faculty/Staff/Students on opinions (positive feedback) - Goal implementation for 20/21 	VP Academic SAMU Students' Council SAMU General Membership MacEwan Faculty MacEwan Staff	ONGOING
Student Advisory Committees	<u>September 2018 - October 2018</u> <ul style="list-style-type: none"> - Facilitate online governance training for students interested in sitting on SAC - Contact department chairs about SAC - Add students to BB - Monitor who has completed quiz - Send successful student names to department chairs 	VP Academic MacEwan Department Chairs	COMPLETED
Tutoring on Campus	<u>October 2018</u> <ul style="list-style-type: none"> - Discuss and consult on tutoring needs on campus - Meet with student affairs to come up with plan - Tutoring added to ISP 	VP Academic MacEwan Student Affairs	IN PROGRESS
AGC/GFC University Governance Transition	<u>November 2018 - September 2019</u> <ul style="list-style-type: none"> - Review how students are appointed and selected for GFC, Standing Committees, other university committees 	VP Academic President	IN PROGRESS

	<ul style="list-style-type: none"> - Push for increased number of students on GFC - Increase accountability of students at large who are appointed to committees - Make VPA main contact for students on committees 		
AVP Research Search	<u>November 2018 - July 2019</u> <ul style="list-style-type: none"> - Search committee for new AVP Research 	VP Academic	IN PROGRESS
Study Space	<u>Summer 2018</u> <ul style="list-style-type: none"> - Secure extra study space for students on campus 	VP Academic Office of the University Registrar SAMU General Membership	COMPLETED
Student Appeal Policy Review	<u>November 2018-April 2019</u> <ul style="list-style-type: none"> - As part of PSLA changes, governance around student appeals policy and procedure are changing 	VP Academic MacEwan Student Affairs Academic Governance Council (GFC) MacEwan Board of Governors	IN PROGRESS
Waitlist Functionality	<u>September 2018</u> <ul style="list-style-type: none"> - See how waitlist is functioning for students - 3660 students used function, 88% would use again 	VP Academic VP Operations and Finance Office of the University Registrar	COMPLETED
Creation of Social Innovation Hub Student Grant	<u>January 2019</u> <ul style="list-style-type: none"> - Build TOR, Grant Partnership, Roll out grants 	VP Student Life MacEwan Round House MacEwan Social Innovation Institute SAMU Grant Allocation Sub-Committee	COMPLETED
Mental Health Initiatives	<u>July 2018</u> <ul style="list-style-type: none"> - Join Student Mental Health Strategic Plan Working Group <u>May 2018</u> <ul style="list-style-type: none"> - Advocate for a student-centred, intersectional Student Mental Health Strategy for MacEwan Students 	VP Student Life MacEwan Student Affairs SAMU Operations MacEwan Wellness and Psychological Services SAMU Executive Committee SAMU General Membership	COMPLETED
CMHA Involvement	<u>October 2018</u> <ul style="list-style-type: none"> - Attend conference and evaluate its relatability with the VPSL portfolio. - Provide feedback to the governance advisor, EC & Council. 	VP Student Life SAMU Operations	COMPLETED

Create Student Refugee Program Ad-Hoc Sub Committee	<u>January 2019</u> <ul style="list-style-type: none"> - Fill Student Refugee Program Ad-Hoc Sub Committee - Meet as a committee and aid in setting the direction for the SRP going forward 	VP Student Life SAMU Students' Council SAMU Governance Office	IN PROGRESS
Human Rights, Diversity & Equity Program Development	Develop internal practices and structures Engage students in programing	VP Student Life President	ONGOING
SAMU support for sexual violence prevention & education at MacEwan University	<u>September 2018</u> <ul style="list-style-type: none"> - Speak to media on the PSI involvement with the #IBelieveYou campaign <u>October 2018</u> <ul style="list-style-type: none"> - Collab on Sexual Violence Awareness Week with the Add Your Voice Showcase <u>February 2019</u> <ul style="list-style-type: none"> - Collab during Wellness Week <u>March 2019</u> <ul style="list-style-type: none"> - Continue building relationship with the Office of Sexual Violence Prevention & Education 	VP Student Life SAMU Operations	IN PROGRESS
Truth and Reconciliation Commitment	<u>October 2018</u> <ul style="list-style-type: none"> - Program and lead a session for Dreamcatcher's Conference <u>Ongoing</u> <ul style="list-style-type: none"> - Collaborate w/ kihew waciston and MacEwan Alumni & Development re: Indigenous Ceremonies 	VP Student Life kihew waciston MacEwan Indigenous Advisory Council	ONGOING
Healthy Campus Alberta, Community of Practice	<u>June 2018</u> <ul style="list-style-type: none"> - Attend Mental Wellness Summit at UofC and join the HCA Design Team as the CAUS Student Representative <u>November 2018</u> <ul style="list-style-type: none"> - Partake in student wellness journey mapping workshops 	VP Student Life CAUS Executive Director Healthy Campus Alberta	COMPLETED
SAMU Clubs Growth & Development	<u>August 2017</u> <ul style="list-style-type: none"> - Receive feedback from SAMU Clubs Department on current progress <u>December 2018</u> <ul style="list-style-type: none"> - Handoff from VPOF - Meet with club execs re: Club Banking and explore interest at EC <u>January 2019</u> <ul style="list-style-type: none"> - Investigate appropriate structures, consult CAUS counterparts, and conduct risk assessments for Club Banking <u>February 2018</u>	VPSL SAMU Operations SAMU General Membership	ONGOING

	<ul style="list-style-type: none"> - Advocate for Club Budget to involve direction of SAMU Clubs Programming & IT development <p><u>March 2019</u></p> <ul style="list-style-type: none"> - Develop a pilot project for SAMU Clubs & Banking 		
Wellness Week	<p><u>February 2019</u></p> <ul style="list-style-type: none"> - community partners - internal partners - have a week long event that educates and talks about many facets of mentally/sexual/physical health 	VP Student Life SAMU Operations SAMU General Membership	ONGOING
MacEwan ORBIS Project	<p><u>January 2019</u></p> <ul style="list-style-type: none"> - advocate for students needs - have SAMU represented on interface - set up channels for success 	VP Student Life MacEwan Student Affairs SAMU Operations	IN PROGRESS
SAMU Building Construction	<p><u>May 2018</u></p> <ul style="list-style-type: none"> - IFC in for submission for permits - Vertical Concrete structure pour <p><u>June 2018</u></p> <ul style="list-style-type: none"> - Structural Steel erection begin <p><u>July 2018</u></p> <ul style="list-style-type: none"> - Reinforcement of Building 8 ceiling <p><u>August 2018</u></p> <ul style="list-style-type: none"> - Underground electrical service <p><u>September 2018</u></p> <ul style="list-style-type: none"> - Structural steel work on south of Pedway - Adjustment of Graham purchase order - Pile installation for the front plaza - Glazing shop drawings review begin <p><u>October 2018</u></p> <ul style="list-style-type: none"> - structural steel on north of Pedway - Q decking begin - electrical and mechanical equipment submittal - kick-off mechanical and electrical trade work <p><u>November 2018</u></p> <ul style="list-style-type: none"> - Pedway demolition - mechanical and electrical rough-ins begin - natural gas service to site - roof installation <p><u>December 2018</u></p> <ul style="list-style-type: none"> - 2nd floor slab installation - 3rd floor slab installation <p><u>January 2019</u></p> <ul style="list-style-type: none"> - curtain wall installation begins - hoarding around site 	SAMU General Membership SAMU Students' Council SAMU Executive Committee SAMU Operations Joint Steering Committee MacEwan Building Project Team SAMU Building Project Team MacEwan Facilities Department Stantec Graham Construction Building Sub-Consultants Government of Alberta	ONGOING

	<u>February 2019</u> <ul style="list-style-type: none"> - Exterior wall framing begins <u>April 2019</u> <ul style="list-style-type: none"> - Interior finishing begins - Plaza laydown 		
SAMU Building FFE	<u>May 2018</u> <ul style="list-style-type: none"> - Furniture RFP awarded to Allwest <u>July 2018</u> <ul style="list-style-type: none"> - inventory of SAMU FFE assets <u>September 2018</u> <ul style="list-style-type: none"> - showroom tours begin <u>December 2018</u> <ul style="list-style-type: none"> - teknon Toronto tour for project team <u>January 2018</u> <ul style="list-style-type: none"> - furniture standard development - furniture mockups <u>March 2018</u> <ul style="list-style-type: none"> - furniture purchase order 	SAMU Membership Executive Committee SAMU Operations Joint Steering Committee MacEwan Building Project Team SAMU Building Project Team MacEwan Facilities Department Stantec Graham Construction Building Sub-Consultants	ONGOING
SAMU Building Retail	<u>Summer 2018</u> <ul style="list-style-type: none"> - new Director of Building Operations to develop retail strategy <u>September 2018</u> <ul style="list-style-type: none"> - Request for Submission development <u>October 2018</u> <ul style="list-style-type: none"> - Request for Submission available for submission <u>January/February 2018</u> <ul style="list-style-type: none"> - tenant selection and negotiation <u>March 2018</u> <ul style="list-style-type: none"> - retail construction 	SAMU Membership Students' Council Executive Committee SAMU Operations MacEwan Building Project Team SAMU Building Project Team MacEwan Facilities Department Stantec Graham Construction Building Sub-Consultants	ONGOING
SAMU Building Operations	<u>May 2018</u> <ul style="list-style-type: none"> - Hiring of Director of Building Operations Ongoing <ul style="list-style-type: none"> - plan for removal of current assets - evaluation of current work - space allocation - IT Strategy development - restructure of Administration - change management with staff - policy development for building/facilities 	SAMU Membership Students' Council Executive Committee SAMU Operations SAMU Building Project Team MacEwan Facilities	IN PROGRESS
Records Management	<u>July 2018</u> <ul style="list-style-type: none"> - engage records management consultant 	SAMU Operations	IN PROGRESS

	<ul style="list-style-type: none"> - organize shared drive on MacEwan network <p><u>September 2018</u></p> <ul style="list-style-type: none"> - begin implementation and evaluation of process <p><u>October 2018</u></p> <ul style="list-style-type: none"> - begin archive and destruction of historical records - begin transfer of current digital documents into shared drive <p><u>November 2018</u></p> <ul style="list-style-type: none"> - process implementation and new work 	Executive Committee	
Sustainability Analysis	<p><u>May 2018</u></p> <ul style="list-style-type: none"> - complete STARS designation in partnership with MacEwan Office of Sustainability <p><u>August 2018</u></p> <ul style="list-style-type: none"> - Engage Office of Sustainability in the process of doing a program sustainability analysis <p><u>January 2018</u></p> <ul style="list-style-type: none"> - begin analysis of programs <p><u>March 2018</u></p> <ul style="list-style-type: none"> - develop SAMU Sustainability standard - develop reporting mechanism for programs and services' sustainability - implement analysis recommendation <p><u>May 2018</u></p> <ul style="list-style-type: none"> - begin process again for more programs and services 	SAMU General Membership SAMU Executive Committee SAMU Operations MacEwan Office of Sustainability	IN PROGRESS
Lights-on Funding	<p><u>January 2019</u></p> <ul style="list-style-type: none"> - Work with GM, VPO, and VPX to develop SAMU's advocacy strategy on lights on funding - Meet with Minister's office and civil service to gauge progress on this advocacy piece, possibly through CAUS - Implement advocacy and follow-up strategy. 	President SAMU Operations VP Operations and Finance VP External	NOT STARTED
Building relationships between SAMU and the Faculty and Staff Associations	<p><u>January 2019</u></p> <ul style="list-style-type: none"> - Arrange meeting between Faculty Association and Staff Association and SAMU executives - Share and discuss priorities and potential areas for collaboration 	SAMU Executive Committee MacEwan Faculty Association MacEwan Staff Association	NOT STARTED
Students' Council Training	<p><u>July 2018 - October 2018</u></p> <ul style="list-style-type: none"> - Plan and implement Students' Council training - Coordinate training components with Governance Advisor and EC, and external parties where relevant 	President SAMU Executive Committee SAMU Governance Office Students' Council SAMU General Membership	COMPLETED

PSLA Governance Changes at SAMU	<u>January 2019</u> <ul style="list-style-type: none"> Analyze impacts of changes to the PSLA on SAMU's processes, as they relate to MacEwan 	Executive Committee SAMU Operations SAMU Governance	NOT STARTED
PSLA Governance Changes at the University	<u>September 2018</u> <ul style="list-style-type: none"> Analyze impacts of PSLA changes on the university Identify impacts that concern students and provide feedback where necessary 	President MacEwan PSLA Governance Changes Working Group	IN PROGRESS
SAMU Equity Audit	<u>December 2018-April 2019</u> <ul style="list-style-type: none"> Meet with MacEwan's Director of Human Rights office to discuss equity audit for SAMU Conduct equity audit of SAMU operations and governance Create plan for implementation of recommendations from equity audit, if any 	President SAMU Operations MacEwan Director of Human Rights Office	IN PROGRESS
MacEwan cannabis on campus policy	<u>February 2018-December 2018</u> <ul style="list-style-type: none"> Work with the Cannabis Working Group to draft, edit, and revise policy where necessary to address the legalization of cannabis Work to develop guidelines for possession and use on campus 	President MacEwan Cannabis Working Group SAMU General Membership General MacEwan community	COMPLETED
New Student Orientation student engagement	<u>September 2018 and January 2019</u> <ul style="list-style-type: none"> Work with staff and EC to increase SAMU's involvement at NSO, including address to students and tabling in the MPR Implement the NSO plan 	President SAMU Executive Committee SAMU Operations MacEwan Student Affairs SAMU General membership	COMPLETED
CASA Federal Policy Committee	<u>May 2018-May 2019</u> <ul style="list-style-type: none"> Be elected onto the committee Work with FPC to review and draft policies relevant to CASA and SAMU's advocacy priorities 	President VP External CASA Membership	ONGOING
CASA Equity, Diversity, and Inclusion Committee	<u>July 2018-May 2019</u> <ul style="list-style-type: none"> Be elected onto the committee Work to build CASA's EDI strategy and focus Develop training and initiatives focused on EDI for CASA 	President VP External CASA Membership	ONGOING
CASA Governance and Internal Review Committee	<u>November 2018-May 2019</u> <ul style="list-style-type: none"> Be elected onto the committee Assist in reviewing and developing governance and operation documents for the organization 	President VP External CASA Membership	ONGOING
CAUS Policy Committee	<u>July 2018</u>	President	ONGOING

	<ul style="list-style-type: none"> - Strike CAUS Policy Committee and review CAUS' policy framework and existing policies 	CAUS	
CAUS Bylaw Review	<u>July 2018</u> <ul style="list-style-type: none"> - Review and update CAUS' bylaws to better align with best practice and the organization's operations 	President VP External CAUS Membership	COMPLETED
GM Review and Development	<u>November 2018</u> <ul style="list-style-type: none"> - Conduct mid-year GM performance evaluation - Work with GM and staff to collect staff reviews of GM - Work with GM to identify and accommodate PD opportunities 	President SAMU Executive Committee SAMU General Manager SAMU Operations	IN PROGRESS
Official Reporting Mechanisms	<u>July 2018 - August 2018</u> <ul style="list-style-type: none"> - Create marketing material collateral for annual report and strategic plan for dissemination <u>Ongoing</u> <ul style="list-style-type: none"> - need to develop reporting structure for EC and SC from Operations 	SAMU General Membership SAMU Students' Council SAMU Executive Committee SAMU Operations	IN PROGRESS
Governance Structure Review	<u>August 2018</u> <ul style="list-style-type: none"> - initial meeting to discuss current structure and potential gaps <u>September 2018</u> <ul style="list-style-type: none"> - meeting with consultant to do review and evaluation <u>October 2018</u> <ul style="list-style-type: none"> - second meeting with consultant <u>November 2018</u> <ul style="list-style-type: none"> - EC retreat discussion and next steps development - create project charter and proposal <u>December 2018</u> <ul style="list-style-type: none"> - put together project team - develop project scope and timeline <u>January 2019 – April 2019</u> <ul style="list-style-type: none"> - project work 	SAMU General Membership Students' Council SAMU Executive Committee SAMU Operations	IN PROGRESS
Host a successful town hall event in February 2018	November 2018 <ul style="list-style-type: none"> - marketing request for collateral December 2018 <ul style="list-style-type: none"> - finalize table topics January 2018 <ul style="list-style-type: none"> - ensure events and marketing department has any support requested from Executive Committee 	SAMU Operations Executive Committee (VPOF) SAMU Students' Council SAMU General Membership	IN PROGRESS

Complete 2019-2020 budget and bring to Students' Council	<u>November 2018-February 2019</u> <ul style="list-style-type: none"> - Departments work on their budgets with Directors and General Manager <u>February 2019</u> <ul style="list-style-type: none"> - Presentations to Budget and Finance Committee - Compilation of budget by the Budget and Finance Committee for submission 	SAMU Budget and Finance Committee SAMU Executive Committee SAMU Students' Council SAMU Operations SAMU General Membership	IN PROGRESS
SAMU Nominations Special Project	<u>July 2018</u> <ul style="list-style-type: none"> - Marketing request for collateral <u>August 2018</u> <ul style="list-style-type: none"> - schedule all tablings and presentations <u>September 2018</u> <ul style="list-style-type: none"> - NSO presentations - Program presentations - tabling with EC - newsletter advertising - Creation and hosting of Campaigning Workshop <u>October 2018</u> <ul style="list-style-type: none"> - evaluation of strategy and next steps <u>November 2018</u> <ul style="list-style-type: none"> - marketing request for collateral <u>December 2018</u> <ul style="list-style-type: none"> - schedule all tablings and presentations <u>January 2018</u> <ul style="list-style-type: none"> - targeted marketing - tabling - hosting Campaigning Workshop - create and host 'EC For A Day'. 	SAMU General Membership SAMU Students' Council SAMU Executive Committee SAMU Governance Office	IN PROGRESS
MacEwan Budget Process Involvement	<u>August 2018</u> <ul style="list-style-type: none"> - creation of committee to review and rework budget process <u>October 2018</u> <ul style="list-style-type: none"> - development of principles and outcomes 	SAMU General Membership SAMU Executive Committee MacEwan University Upper Administration MacEwan University Finance Department MacEwan Board of Governors	ON HOLD

2018-2019 Work Plan
Governance Remuneration Advisory Committee

Approved by Committee:	
Reviewed by Council:	
Work Plan Mandate:	Committee's Policy, point 10 & 10.1.

Committee Tasks & Outcomes

Committee Tasks	Details/Deadlines	Stakeholders	Status
Executive Council Remuneration	<p><u>January 2019:</u> Have a student at large member appointed to committee</p> <p><u>January 2019:</u> Discuss CPI inflation of salary; health & dental benefits; paid vacation</p> <p><u>Week of January 15, 2019:</u> Discuss CPI inflation of salary; health & dental benefits; paid vacation</p> <p><u>Week of January 28, 2019:</u> Remuneration for EC in 2019/2020 year due</p>	<p>Governance Remuneration Advisory Committee</p> <p>Governance Advisor</p> <p>Executive Committee</p> <p>Students' Council</p>	In Progress
Students' Council Remuneration	<p><u>End of February – Early March, 2019:</u> Meet to discuss compensation, in preparation of submitting (potentially) updated policy to April Students' Council meeting.</p>	<p>Governance Remuneration Advisory Committee</p> <p>Governance Advisor</p> <p>Executive Committee</p> <p>Students' Council</p>	Not started

Students' Council Review Committee (SCRC) Work Plan 2018-2019

Committee Priority	Deadline	Activity	Stakeholders
Monitor the Chair of Students' Council performance	ongoing	Assess Students' Councils evaluation of the Chair and their performance as related to the duties laid out in Roles and Responsibilities of the Chair for Students' Council	Students' Council SCRC Governance Office
Create/revise questionnaire for Council on review of Chair	January 25, 2019	Create/revise questionnaire on the Chair's performance as related to the duties laid out in Roles and Responsibilities of the Chair for Students' Council for Council	SCRC Governance office
Review December and January Students' Council Meetings	January 25, 2019	Review councillor evaluations, effectiveness, and progress	Students' Council SCRC Governance Office
Send out Chair Review Questionnaire	February 4, 2019	Questionnaire to be completed by February 8, 2019	Students' Council SCRC Governance office

Provide the chair evaluation to the Appointments Advisory Committee	February 25, 2019	Compile questionnaire feedback alongside monthly evaluations and provide an evaluative report	Students' Council SCRC Governance Office Appointments Advisory Committe
Review February Meeting	Febraury 28, 2019	Review councillor evaluations, effectiveness, and progress	Students' Council SCRC Governance office
Review March Meeting	March 29, 2019	Review councillor evaluations, effectiveness, and progress	Students' Council
Review April Meeting	April 30, 2019	Review councillor evaluations, effectiveness, and progress	SCRC
Review May Meeting	May 31, 2019	Review councillor evaluations, effectiveness, and progress	Governance office

Review June meeting	June, 28, 2019	Review councillor evaluations, effectiveness, and progress	Students' Council
Review July meeting	July, 31, 2019	Review councillor evaluations, effectiveness, and progress	SCRC
Review August meeting	August, 30, 2019	Review councillor evaluations, effectiveness, and progress	Governance office
Review September meeting	September 30, 2019	Review councillor evaluations, effectiveness, and progress	Students' Council
Review October Meeting	October 30, 2019	Review councillor evaluations, effectiveness, and progress	SCRC

**2018-2019 Work Plan
Leadership & Engagement Committee**

Approved by Committee:	
Reviewed by Council:	
Work Plan Mandate:	Committee's Policy, point 10 & 10.1.

Committee Tasks & Outcomes

Committee Tasks	Details/Deadlines	Stakeholders	Status
Councillor Days	<p>One hour per month, in two different locations</p> <p>Have councillors and EC available to talk to student in different locations of MacEwan at a table.</p> <p>Prepared questions would be available for students to draw from in the case that they don't know what to ask. Extra resources will be available for council — training session to ensure councillors are informed.</p> <p>(Materials needed eg: handbills of SAMU services)</p> <p>Dates: TBD following Program and Services Tour</p>	<p>Leadership & Engagement Committee</p> <p>SAMU Membership</p> <p>Students' Council</p> <p>Governance Advisor</p> <p>Events Department</p> <p>Marketing Department</p>	Not started
Team Building	<p>January 2019:</p> <p>Plan 4 teambuilding exercises for SC, spread out once every quarter. Exact dates TBD.</p>	<p>Leadership & Engagement Committee</p> <p>Students' Council</p> <p>Governance Advisor</p>	Not started
Wellness and Psychological Services Tour	<p>February 2019:</p> <p>Students' Council will learn more about the psychological services on campus</p> <p>Aiming for a February tour pending WPS availability.</p>	<p>Leadership & Engagement Committee</p> <p>Students' Council</p> <p>Governance Advisor</p>	Not started
SAMU Programs and Services Tour	<p>January 2019:</p> <p>Students' Council will tour SAMU's programming and services to learn more about what we offer to students, and to be able to inform students about these services.</p>	<p>Leadership & Engagement Committee</p> <p>Students' Council</p> <p>Governance Advisor</p> <p>SAMU GM</p>	Not started

Ombudsperson Presentation	<p>Presentation to inform Students' Council about the role of the Ombudsperson.</p> <p>March SC Meeting, pending Ombudsperson availability.</p>	<p>Leadership & Engagement Committee</p> <p>Students' Council</p> <p>Governance Advisor</p> <p>Ombudsperson</p>	Not started
Development of metrics for LEC initiatives to measure effectiveness	<p>March 2019:</p> <p>Development of tracking metrics to allow LECs present and future to plan better initiatives to support SC's development and leadership capacity</p>	<p>Leadership & Engagement Committee</p> <p>Students' Council</p> <p>Governance Advisor</p>	Not started
TOR Review	<p>March 2019</p> <p>Review the TOR for LEC to evaluate whether or not the committee's practical function is meeting its policy objective and mandate, and adjust committee activity accordingly</p>	<p>Leadership & Engagement Committee</p> <p>Students' Council</p> <p>Governance Advisor</p>	Not started

**Agenda for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 14, 2018 @ 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: 9:04am

2. Approval Minutes for:

MOTION TO APPROVE MINUTES FOR NOVEMBER 7, 2018

**VPO
CARRIED**

3. Approval of Agenda

**VPSL
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	SC presentation	tabled	
2.	Fall Fest	<p>Vpsl – sent out Fall Fest report for everyone to review. Now is the time to provide any feedback we may have. Pres – two days is too many. Vpa – one day with bigger headliner. Unfortunate about the weather this year. Vpo – with only one day some students could miss out. Vpsl – two days, but only one with performances? Have headliner go on much earlier. Pres – I'd like Fall Fest to become something that students invest their evening in. Like having it outside on the front lawn. Vpo – agreed. Vpe – agreed, outside. Pres – important to still keep including the MacEwan groups who table at Fall Fest. Not sure we need a theme other than "Fall Fest". Need more consistent branding – SAMU colors not represented. Vpsl – could be good to partner with a radio station. Pres – be good to get info about how many of our students are under 18.</p>	
3.	Awards	<p>Vpa – ASC met and realized that we missed adding the Gray Gallery Volunteer Award when procedure was last approved. This updates that.</p>	<p>MOTION</p> <p>TO APPROVE THE AWARDS PROCEDURE ON THE RECOMMENDATION OF THE AWARDS SUB-COMMITTEE</p> <p>VPA CARRIED</p>

			MOTION TO GO IN CAMERA VPO CARRIED MOTION TO GO OUT OF CAMERA VPO CARRIED MOTION TO APPROVE THE GENERAL BANKING RESOLUTION FORM VPO CARRIED
4.	In camera – SAMU Banking		
5.	Outstanding Action Items		
6.	President's Report	Met with Gm & Vpe re. Advocacy & Governance role. Building meeting. Vpsl meeting. CASA meeting. Banking meeting. CAUS Advo week. Building Ops & Maintenance meeting. Gov Review meeting. CASA update.	
7.	VP Academic's Report	MacEwan Assoc VP Research meeting. Clubs event. Scheduling Accommodations Meeting. Gov Review meeting. Student research day meeting.	
8.	VP External's Report	Interim director meeting. CAUS update. CASA update. Advo Days. Healthy Campus Alberta. Bill 19 amendment update. Gov review.	
9.	VP Operations Report	Joint Steering Committee meeting. Club event. Budget timelines meeting. Building Ops & Maintenance meeting. Gov Review. Building finances & communications.	
10.	VP Student Life's Report	Met with Roxanne about future collaboration opportunities. Met with Maura. Met with Lynne Wells. Dean of SoCE search meeting.	

		Healthy Campus Alberta conference. United Way campaign committee meeting. Orbis meeting. Gov review.	
11.	GM report & Dashboards	Tabled.	
12.	Recognition	Vpa – Vpo for coming to club mixer with me.	

4. Adjournment

Time: 10:20am

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 21, 2018 @ 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
Samantha Hay, Governance Assistant (Recording Secretary)

1. Call to Order: 9:02am
2. Approval Minutes for:

MOTION TO APPROVE MINUTES FOR NOVEMBER 14, 2018

**VPO/VPSL
CARRIED**

3. Approval of Agenda

**VPO/VPSL
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Clubs	Governor's Challenge Club (208234) Vpsl – club requested closure MacEwan University NDP Club	MOTION TO CLOSE THE GOVERNOR'S CHALLENGE CLUB VPSL/VPO CARRIED MOTION TO APPROVE THE MACEWAN UNIVERSITY NDP CLUB VPSL/VPO CARRIED
2.	SC Presentation	Tabled from November 14, 2018 meeting Pres – CAUS presentation in January, Diversity policy presentation potentially in February, presentation on fiduciary duties of SC takes precedent as it is a part of their training.	MOTION TO APPROVE A LEGAL RESPONSIBILITIES AND FIDUCIARY DUTY PRESENTATION AT THE DECEMBER SC MEETING PRES/VPO CARRIED

3.	Missing Credit Card Receipt Forms		<p>MOTION</p> <p>TO APPROVE THE MISSING CREDIT CARD RECEIPT FORM FOR EMMA PATTERSON IN THE AMOUNT OF 5.50 DATED OCT 18 AND 13.12 DATED OCT 24</p> <p>VPO/VPE CARRIED</p> <p>MOTION</p> <p>TO APPROVE THE MISSING CREDIT CARD RECEIPT FORM FOR TANSY SPYKER IN THE AMOUNT OF 11.88 DATED NOV 13 AND 9.40 DATED SEPT 20</p> <p>VPSL/VPE CARRIED</p>
4.	GOTV Volunteer Consultation	Vpe – training volunteers who may be volunteering for a specific party. They will be signing an impartiality statement. Pres – as long as you can ensure they will not be partisan during their time volunteering.	
5.	Outstanding Action Items		
6.	President's Report	EC Retreat Associate Vice President Research meeting CASA Equity & Diversity Inclusion committee Building meeting Fall convocation	
7.	VP Academic's Report	Tabled	
8.	VP External's Report	EC Retreat Mental Health Funding meeting CAUS executive director and vice chair meeting Get out the vote volunteer training	
9.	VP Operations Report	Ec Retreat Associate Vice President Research meeting Global Awareness Week meeting Building blog interview Director of Programs and services meeting MacEwan Committee on Internationalization Students Working Group meeting Building Meeting Pedway tour Samu suvey meeting	
10.	VP Student Life's Report	Associate Vice President Research meeting Mental health funding meeting Dean of Education search committee	

		Sexual gender minority planning working group Development of resources for the OHRDE website? U-Solve meeting	
11.	GM report & Dashboards	EC Retreat Meeting with UofC Students' Union GM One-on-one meetings with staff Building meeting	
12.	Recognition		

4. Adjournment

Time: 9:41am

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 22, 2018 @ 1:14pm**

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: 1:14pm

2. Approval of Agenda

TOPIC		DISCUSSION	ACTION/MOTION
1.	Committee Appointments		MOTION TO APPOINT KRYSTAL MCCANN TO THE FACULTY HEALTH AND COMMUNITY STUDIES COUNCIL, AND RESEARCH ETHICS BOARD (NON-VOTING) VPO/PRES CARRIED

3. Adjournment

Time: 1:22PM

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 28, 2018 @ 9:00am**

Copies To:

Parvin Sedighi, President (absent)
Jackie Kent, VP Academic
Andrew Bieman, VP External (absent)

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

1. Call to Order: 9:03am

2. Approval Minutes for:

MOTION TO APPROVE MINUTES FOR NOVEMBER 21 & 22, 2018

**VPSL/VPA
CARRIED**

3. Approval of Agenda

**VPA/VPSL
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Committee Appointments	Vpa -	MOTION TO APPOINT BRIANNA MADRON AND ALLAN WESLEY TO THE GOVERNANCE REMUNERATION ADVISORY COMMITTEE FOR THE 2018-2019 TERM VPA/VPO CARRIED
2.	Fuel for Finals	Vpsl – partnership with the library for fuel for finals snacks. They are asking for \$200 once again, as they did last year.	MOTION TO APPROVE UP TO \$200 FROM THE VPA SPECIAL PROJECTS LINE FOR FUEL FOR FINALS VPSL/VPA CARRIED
3.	Approvals procedure	Vpo – updated the section on timesheets to reflect the procedure, and updated credit cards	MOTION TO APPROVE THE APPROVALS PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE

			VPO/VPSL CARRIED
4.	Outstanding Action Items		
5.	President's Report	tabled	
6.	VP Academic's Report	AVP Research Search meeting Information & Technology Management meeting Policy Advisory Group meeting Signed Steele for Building SC meeting Records Management meeting Grey Gallery Tiny Art opening Preliminary Meeting for Distinguished Researcher Award Monthly meeting with Provost Classroom Management Discussion meeting AGC Student Representative meeting Procedure Sub Committee Meeting Academic Governance Council Meeting	
7.	VP External's Report	Tabled	
8.	VP Operations Report	Signed Steele for Building Meeting with Counterparts SC Meeting Met with VP Resources & People Records Management Meeting Building meeting Grey Gallery Tiny Art opening Resources Foundation Plan Committee meeting Building meeting Procedure Sub Committee meeting U-Pass Reconciliation Project meeting Monthly meeting with VP Resources & People Academic Governance Council meeting	
9.	VP Student Life's Report	Signed Steele for Building Met with Associate Vice President of Students Dean of Continuing School and Education SC Meeting Bi-weekly meeting with Director of Programs & Services Grey Gallery Tiny Art opening People and Culture Foundation Plan Group meeting Black History Month Classroom Management Discussion meeting Kihew waciston presentation	
10.	GM report & Dashboards	Signed Steele for Building Employee Experience webinar SAMU Cares HR meeting Records Management meeting Building Meeting Procedure Sub Committee meeting U-Pass Reconciliation Project meeting Met with Director of Finance	Direction Gm will dismantle the Marketplace Website as per consultation with EC
11.	Recognition	Vpa – recognize our VPO and Student Alternate Aaron Peck for attending AGC as alternates	

4. Adjournment

Time: 9:50am

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
December 5, 2018 @ 9:00am**

Copies To:

Parvin Sedighi, President (absent)
Jackie Kent, VP Academic
Andrew Bieman, VP External
Emma Patterson, VP Operations & Finance (absent)

Tansy Spyker, VP Student Life
Gwen Bauer, General Manager (absent)
Alan Honey, Governance Advisor
Samantha Hay, Governance Assistant (Recording Secretary)

1. Call to Order: 9:03am
2. Approval Minutes for:

MOTION TO APPROVE MINUTES FOR NOVEMBER 28, 2018

**VPSL/VPA
CARRIED**

3. Approval of Agenda

**VPSL/VPA
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	SC Presentation	Vpsl – Office of Human Rights.... MACEWAN is redrafting policies on human rights, requesting feedback from as many areas as possible	Tabled
2.	Committee Appointment		MOTION TO APPOINT CHRISTINA SACCOMANNO TO THE HEALTH & DENTAL SUB-COMMITTEE VPA/VPSL CARRIED
3.	Clubs	Botanical Club of MacEwan University	MOTION TO APPROVE THE BOTANICAL CLUB OF MACEWAN UNIVERSITY VPSL/VPA CARRIED
4.	Expense for Special Projects line	Vpsl – no longer have pride buttons to hand out at the front desk. We are the only place on campus that provides pride items all year long that are free on campus. New pride swag won't be available until February/March. Would like to spend \$50 to purchase buttons, faces and masks buttons	MOTION TO APPROVE \$50 FROM THE VPSL'S EC SPECIAL PROJECTS LINE TO

			PURCHASE BUTTON BACKS FOR SAMU PRIDE RESOURCES VPSL/VPA CARRIED
5.	Outstanding Action Items		
6.	President's Report	Tabled	
7.	VP Academic's Report	Met with student Research Council meeting AVP Research search committee meeting ISP Townhall Samu Holiday party Transition Preparation	
8.	VP External's Report	CASA Advocacy Week Attended Campus Conservative Club event	
9.	VP Operations Report	Tabled	
10.	VP Student Life's Report	Met with President of Inqueeries Pride Center visit Met with GM Working Group for the Post-Secondary Student Mental Health grant for 2019-2020 meeting Edmonton Regional Post-Secondary Mental Health Committee meeting Indigenous Advisory Council meeting Book of the Year meeting Samu Pride meeting ISP Townhall Samu Holiday Party Review of Mental Health Grant report Wellness Week preparation	
11.	GM report & Dashboards	tabled	
12.	Recognition		

4. Adjournment

Time: 9:21am