

**Agenda for the Students' Council Meeting of the
Students' Association of MacEwan University
April 17, 2019 at 6:00pm in room #7-218**

In Attendance:

Andrew Bieman, Vice President External
Lee Burton, Councillor
Ruan Bouwer, Councillor
Rachelle Drummond, Councillor
Myles Dykes, Councillor
Ahsan Hassan, Councillor
Gurleen Kaur, Councillor
Jackie Kent, Vice President Academic
Jaden Melech, Councillor
Spencer Newton, Councillor
Emma Patterson, Vice President Operations
Parvin Sedighi, President

Michael Simpson, Councillor
Tansy Spyker, Vice President Student Life
Alycia Stewart, Councillor
Kent Strayer, Councillor
Lukus Ratz, Councillor
Luis Ruiz, Councillor
Matthew Yanish, Councillor

SAMU Officials and Council Support:

Timothy Jobs, Chair
Alan Honey, Governance Advisor
Samantha Hay, Governance Assistant

Meeting called to order at.

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 APRIL 17, 2019

2.2 MOTION

TO APPROVE THE MINUTES OF MARCH 20, 2019

3. Presentations

3.1. Alumni Department Presentation

4. For Information

4.1. Reports

4.1.1. President

4.1.2. Vice President Academic

4.1.3. Vice President External

4.1.4. Vice President Operations & Finance

4.1.5. Vice President Student Life

4.1.6. Chief Returning Office

4.1.7. Q3 Financial Statements

4.2. Executive Committee Minutes

Minutes of March 13, 20, 27, and April 3 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

6. In Camera Period

7. Motions & Business Orders of the Day

7.1.

7.2.

8. Consultation

8.1 Governance Review Project

9. Evaluation

9.1.

9.2.

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: May 15, 2019

Meeting adjourned at

**Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
March 20, 2019 at 6:00pm in room #7-218**

In Attendance:

Andrew Bieman, Vice President External
Lee Burton, Councillor **absent**
Ruan Bouwer, Councillor
Rachelle Drummond, Councillor
Myles Dykes, Councillor
Ahsan Hassan, Councillor
Gurleen Kaur, Councillor **absent**
Jackie Kent, Vice President Academic
Jaden Melech, Councillor
Spencer Newton, Councillor
Emma Patterson, Vice President Operations
Parvin Sedighi, President

Michael Simpson, Councillor
Tansy Spyker, Vice President Student Life
Alycia Stewart, Councillor
Kent Strayer, Councillor
Lukus Ratz, Councillor
Luis Ruiz, Councillor
Matthew Yanish, Councillor

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

Meeting called to order at 6:04pm.

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 MARCH 20, 2019*

RUIZ/STEWART

CARRIED

2.2 MOTION *TO APPROVE THE MINUTES OF FEBRUARY 20, 2019*

STRAYER/BOUWER

CARRIED

3. Presentations

3.1. SAMU Budget 2019/20

4. For Information

4.1. Reports

4.1.1. President

CASA Conference update.

4.1.2. Vice President Academic

IMTC Committee presentation – academic calendar on website. GFC meeting update.

4.1.3. Vice President External

As presented.

4.1.4. Vice President Operations & Finance

As presented.

4.1.5. Vice President Student Life

As presented.

4.1.6. Town Hall

4.2. Executive Committee Minutes

Minutes of February 6, 13, 20, 27, and March 6, 2019 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

Topics include: BOG meeting – reduction in board committees; Chancellor & Alumni positions on BOG;

6. In Camera Period

6.1. Chair of Students' Council appointment

MOTION TO GO IN CAMERA

RUIZ/VPO

CARRIED

MOTION TO GO OUT OF CAMERA

BOUWER/VPO

CARRIED

7. Motions & Business Orders of the Day

7.1. SAMU Budget 2019-2020

**MOTION TO APPROVE THE 2019-2020 SAMU OPERATING BUDGET ON THE
RECOMMENDATION OF THE BUDGET AND FINANCE COMMITTEE**

VPO/DYKES

Questions re: events; student fees; sponsorships; accessibility; fund development; student performers;

Favour: Ratz, Dykes, Simpson, Bouwer, Drummond, Strayer, Pres, Vpsl, Hassan, Newton, Vpo, Vpe, Vpa, Yanish, Melech, Ruiz

Oppose: Stewart

CARRIED

7.2. Students' Council Review Committee

**MOTION TO APPOINT COUNCILLOR DYKES TO THE STUDENTS' COUNCIL REVIEW
COMMITTEE FOR THE 2018-2019 TERM**

VPO/RUIZ

Favour: Ratz, Dykes, Simpson, Bouwer, Drummond, Strayer, Stewart, Pres, Vpsl, Hassan, Newton, Vpo, Vpe, Vpa, Yanish, Melech, Ruiz

CARRIED

7.3. Chair of Students' Council

**MOTION TO APPOINT TIMOTHY JOBS AS CHAIR OF STUDENTS COUNCIL FOR A TERM OF
MAY 1, 2019 – APRIL 30, 2020**

PRES/STRAYER

Favour: Ratz, Dykes, Simpson, Bouwer, Drummond, Strayer, Stewart, Pres, Vpsl, Hassan, Newton, Vpo, Vpe, Vpa, Yanish, Melech, Ruiz

CARRIED

8. Consultation

9. Evaluation

10. Recognition

11. Adjournment

MOTION TO ADJOURN

RUIZ

CARRIED

Next Meeting Date: April 17, 2019

Meeting adjourned at 7:46pm.

Students' Council Report

President

April 10, 2019

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

Projects & Initiatives

SAMU Building Operational Transition Planning Workshop

I attended a workshop focusing on transitioning SAMU into the building, and answering some of the more practical questions concerning ownership and operation of the building. Other attendees included the university security, IT, and facilities teams, among many others.

Retreat and Transition Planning

I have been busy planning the transition for my successor, who you will be meeting in a short while! I have also been working with EC and the governance office to plan the upcoming transition retreat for the incoming executive, and I am excited to take part in imparting our painfully curated batch of knowledge onto our successors.

CASA AGM

The VP External, Advocacy Coordinator and I attended the CASA AGM in Halifax, NS. The travel there was less than ideal, but we made it, folks! For more information about conference activities, please see the VP External's report.

Committees

Student Tech Fee Advisory Committee

EC attended the above committee to decide which proposals would be funded using the student tech fee. A number of projects in the library were approved, as well as some projects focusing on improving existing services on campus—I'll happily provide specifics once the approvals are official!

CAUS Policy Committee

The CAUS policy committee has been working away to finalize our policy structure before the end of our terms. We are closing in on finishing our recommendations, and will be looking to have the approval of the council by mid week next week.

Other Business

Awards Night

EC attended Awards Night, SAMU's annual celebration of students and campus community members who have made significant contributions to improving student life on campus. I had the pleasure of hosting the event alongside my successor, and was glad to see some of your faces at this celebration.

President Report to Students' Council

[Submitted April 10th, 2019]

Page 1 of 2

Post-Secondary Education Forum

The VP External, Advocacy Coordinator and myself attended the PSE forum hosted at the U of A in partnership with SAMU, where unfortunately only the NDP candidate was able to be present. We did get to hear lots about their party's approach to post-secondary, however, which was enlightening.

Edmonton Centre Debate

The VP External, Advocacy Coordinator and I attended the Edmonton Centre debate, where we heard from NDP, Alberta Party, and Green Party candidates for the riding where MacEwan is situated.

Closing Remarks

Well, here we are. I'm melodramatic—you know this, I know this, so indulge me for a moment or two as I make my final closing remarks to you as the President of SAMU. The past two years have been nothing short of life-changing for me. I have grown an immense amount professionally, but that's almost insignificant in comparison to all the personal growth I've undergone, and the people I've met who have earned a permanent place in my life and in my heart.

You're no stranger to the challenges we were faced with, and I can only hope that through it all, you felt heard and respected both by me and the executive team. This organization is not perfect, but I can guarantee that every single person who is involved with SAMU wants what's best for the students of this institution. I hope that in your roles, you continue to ensure that is the case, through the direction we set for SAMU.

It has truly been an honour to serve on the executive for the past two years, and I'm going to miss it all so much. I'm excited to return to the classroom and finish this seemingly never-ending degree, though, and get. shit. done. I love SAMU something mighty, take care of it for all of us.

All the best,

Parvin Sedighi, President
Students' Association of MacEwan University

Students' Council Report

Vice President Academic April 2019

Greetings Council,

Below is my report detailing what has happened between March 15th and April 11th

Committees

Student Research Day Working Group

We finalized the plan for the day for student research day. It looks like over 200 students from various faculties applied to present (either a poster or verbal presentation)!

Distinguished Teaching Award

We adjudicated and chose out of 10 nominees for only 4 distinguished teaching awards. It was a tough decision, as all of the nomination packages spoke very highly of the nominees.

General Faculties Council (continued from verbal updates last month)

As you all know, the AGC has been replaced by a General Faculties Council as per the new legislation in the Post Secondary Learning Act. Due to this change, MacEwan has a 'once-in-a-lifetime' opportunity to re-think and re-work the way that they engage in collegial governance. What does this mean? Well...

The 2019/2020 year will be a year of change for Academic Governance at the university. At the last meeting, Deb Saucier presented the changes that will be made for the 19/20 'transition' year. During the transition year, the main changes are that they will be re-thinking the standing committees (establishing new ones, changing the mandate, or removing current ones all together), looking at changing the time slot in which MacEwan engages in governance.

How does this affect students? During this year, they will be operating GFC at a 'bare bones' level of membership – which only includes members who are legislated as per the PSLA.

The only two student members legislated are the 'Students' Association President and VP Academic'. So, if you are following me still, there will only be two student members for 2019/2020.

BUT ALAS – do not fret, as we are not the only group disadvantaged by this change for the 19/20 year – all non-academic staff, alumni, and librarians have ZERO seats for this year. There will be a 'committee on membership' for the upcoming year to determine who should be added as more members – it will be up to the incoming VP Academic to wedge themselves on THAT committee to advocate for more student seats.

Other Business

Associate Dean of Libraries Reappointment

I sat on the reappointment committee for the Associate Dean of the library, Sandy Sift. I cannot comment on the result, as I don't believe it is public yet.

AVP Research Search Committee

After two (very long) days interviewing our short listed candidates, we have decided to invite 3 candidates for on-campus interviews and presentations.

VPA Report to Students' Council

[Submitted April 10th, 2019]

Page 1 of 2

Griffins Banquet

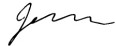
The VP Student Life and I attended the Griffins Awards Banquet, where student athletes were presented with well deserved awards. We were lucky enough to present some of the Graduating Student Athlete awards!

Closing Remarks

Well Council, a journey is the only way to describe this past year. It has had its ups and its downs, but I would do it all again. It has been a pleasure working with you all, and I hope that you treat the incoming executive team with the same respect that has been afforded to me. (Don't be afraid to ask Sean questions about what he's doing – I didn't get nearly enough this year!)

My eyes have been opened to the world of governance and academia, in ways that I didn't know even existed. I have learned how to take both wins and setbacks in stride and what being a leader is all about - but most of all, I would say I have learned how to do what's right, not what's easy.

Best of luck on your final exams, have an excellent summer, and I hope that you all have the future that you deserve. Keep in touch!



Jackie Kent
Vice President Academic – 2018/2019
Students' Association of MacEwan University

Students' Council Report

Vice President External April 11, 2019

Greetings Councilors,

Please see below for the report on the activities of the Vice President External from March 21 to April 11.

Projects and Initiatives

Council of Alberta University Students (CAUS)

I am happy to announce that we have hired a new Executive Director at CAUS, Jon Mastel. Jon has worked extensively within the field of student and external advocacy and we are excited to have someone with his caliber of knowledge and experience at CAUS.

Jon's first day in office was April 1, so I have transitioning Jon into his role at CAUS throughout the past few weeks. We are planning for the upcoming CAUS Changeover Transition conference and stakeholder engagement after the provincial election.

SAMU

The President, Advocacy Coordinator, and I attended two political forums. One was at the UASU that was put on in conjunction with SAMU. Unfortunately, only one candidate attended, but nonetheless the event attendance was phenomenal. The second was at the Grace Lutheran Church that had 3 candidates from the Edmonton Centre constituency. We listened to Bob Philips, from the Alberta Party, David Shepherd, from the NDP, and Chris Alders, from the Green Party.

Since Advance Polls opened on April 9, 2019, our Get Out the Vote (GOTV) Campaign has contacted those students who have signed up. We have texted and emailed them information on how to register to vote, where to vote, and a link to Elections Alberta where students can find information on how to access party platforms. We have about a 50 percent open rate on our emails, and our texts have been an overwhelming success. If you have any questions feel free to contact me.

Canadian Alliance of Student Associations (CASA)

The President, Advocacy Coordinator, and I attended the CASA annual general meeting in Halifax. We reviewed the CASA work for the year, set dates and locations for upcoming CASA conferences, updated CASA policies, and started planning for the fall 2019 federal election and the corresponding Get Out The Vote Campaign.

Closing Remarks

Well folks this is it for me as your Vice President External. It has been a wild ride, but this old cowboy is handing the reigns off to Cole Baker, the incoming VPE. I am excited



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

to see her continue the good work we do here at SAMU and building upon the work of myself and past VPE's.

One Love,

Andrew Bieman
Vice President External

Students' Council Report

Vice President Operations & Finance April 17, 2019

Please see below my report for the dates between March 20 to April 11, 2019.

Projects & Initiatives

SAMU Building

The outgoing Executive Committee was able to do one last site tour before leaving office. The interior is coming along nicely, with walls being framed and site works like mechanical and electrical systems are being run. Glass works have begun on the building to encapsulate the building and make it "weather tight". The west curtain wall will begin to be filled in and will look super cool from the outside.

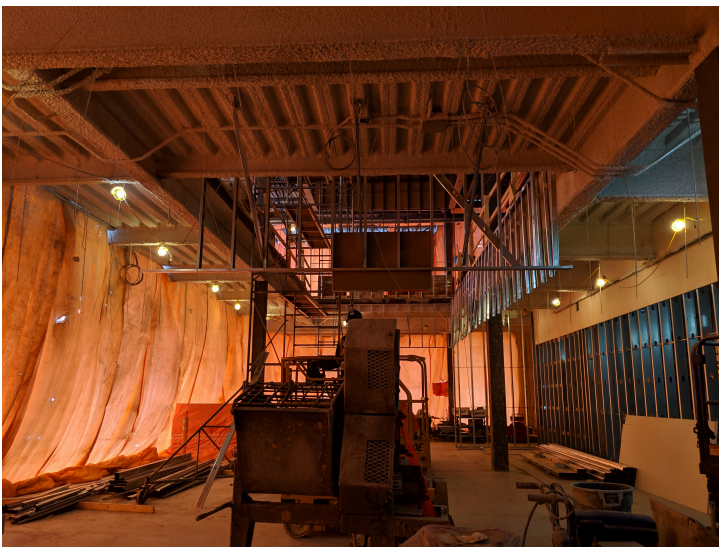
At the monthly risk meeting we discussed overage costs relating to site work for the project. We budgeted a contingency amount to account for extra heating costs and lighting for the winter, which was expensed during the cold couple months we had. Thus far the overall schedule and budget remain intact.

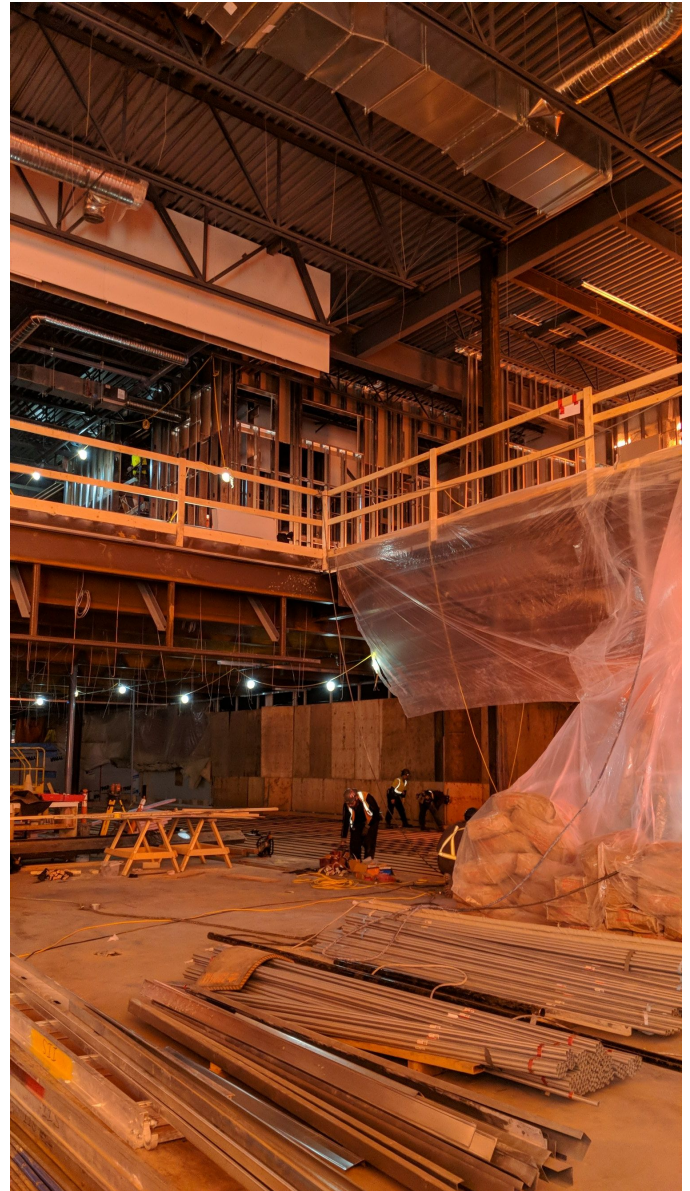
The last FFE (Furniture, Fixtures and Equipment) meeting is upcoming, and we hope to have that signed off before the current EC leaves office.

The retailers for the building have been selected, and tenant agreements are being drafted for negotiation. Until we have those signed agreements in hand, we are unable to disclose the selected vendors. But I think we had a fruitful RFP process and a successful selection, and am happy with the choices!

We continue to have bi-weekly building meetings with our Project Manager to stay up to date on movement and arising issues.

For your information, there is an upcoming pedway closure May 6-26 inclusive. There will be another pedway closure scheduled during the summer, and again prior to the building opening to prepare it officially.





Committees

MacEwan Committee on Internationalization Students Sub Committee (MCI: Students)

MCI: Students has started working with IAP (Institutional Analysis and Planning) to begin data collection efforts about international students and their experiences. This will take some time, but we're making some good progress.

Bylaws & Policy Committee

BPC had a meeting with an external consultant, who we have engaged for a governance audit discussion. I have attached a report to the agenda detailing this project.

Other Business

Transition Work

I have been spending most of my time preparing my incoming for the portfolio handover. As the holder of this position for 2 years, there is a lot of information in my brain that I need to pass along to my new incoming. I am also responsible for providing transition support during our EC Impetus at the end of the month, including running several sessions about SAMU, the Building project, Strategic Planning, etc. Never any rest for the wicked, I suppose.

Closing Remarks

Well, this is it.

If I am allowed this candid opportunity, I have both enjoyed and disliked my time in my position. As with any aspect of life, there are good things and bad things that happen to us, as nothing is ever perfect or ideal all of the time. The good far outweighed the bad, but I'm just keeping it real for y'all. But I would definitely say that I have grown both personally and professionally. I have rubbed shoulders with talented and ambitious student leaders across the country who have opened my eyes to new perspectives and ideas. I have been in a position (more often than I wanted to) to defend my position as a student, as a leader, and as an identified female, often all at the same time. It is a unique position to have so much responsibility and high expectations put upon you so immediately. And most of the time, the work you do goes unnoticed by the student body.

And my gosh, we work so hard.

It is hard to articulate in a sentence or two what this experience is like, and how it affects you. I have been very reflective on my time and contribution to the Association over the last 24 months, and I will keep most of it to myself.

But I did want to put in official documentation my extreme gratitude to MacEwan students, who voted for me not once, but twice. That is a burden of trust I hope I upheld over my two terms, to act in their interest and on their behalf. Whatever is said about me now, or in the future, know that my work had extreme focus on student need and priorities.

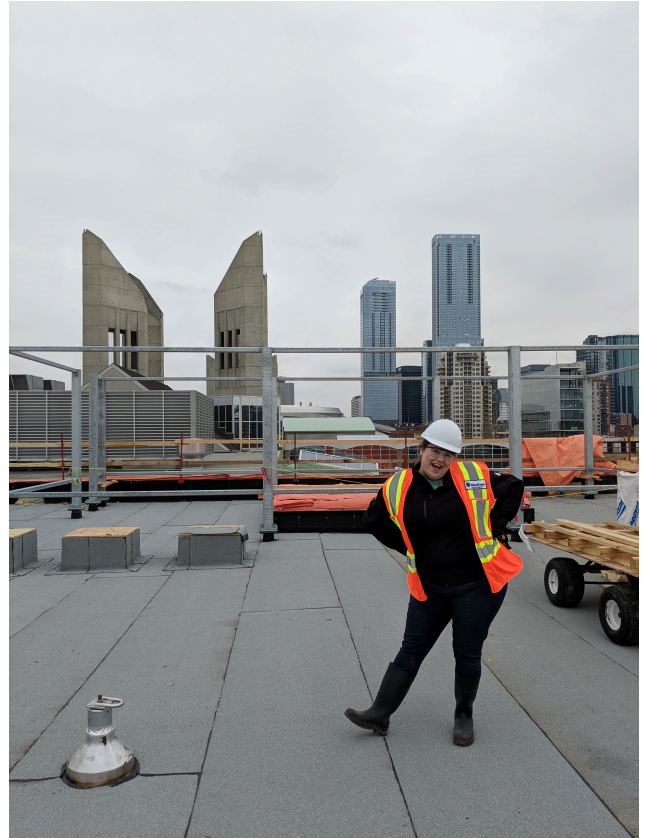
I look forward to a future SAMU with its own space, its own identity, and its expanded reach and scope to better its student members and surrounding university community. I think that's all our ultimate goal.

It's been an absolute rollercoaster, one I am unlikely to forget. Catch me at the building opening celebration, sneaking my way in to cut the ribbon for myself ;)

Peace out!



Emma Patterson,
Outgoing Second Term VP Operations & Finance



Students' Council Report

Vice President Student Life

April 12, 2019

Greetings Council,

I have done my best to provide concise and relevant information. As always, I welcome either written or in person questions!

As this is my last report and with eight days left on campus in office I'd like to take this opportunity for a reminder to keep in touch!

Projects & Initiatives

Retreat and Transition Planning

I have been busy with transition for my successor. The team has also been working with the governance office to plan the upcoming transition retreat for the incoming executive, with a special guest facilitator. Aubrianna is picking up everything I am putting down, so I have immense confidence in what she will do next year!

Community New Graduates Welcome

During an Edmonton Regional Postsecondary Mental Health Committee, I had an idea about setting up Edmonton Community wide event about "how to adult in Edmonton" after graduation. As the committee's topic of a discussion this year was transitions, and we never really talked about post-graduation life it seemed like a gap that we could help fill. A working committee has been struck, that I will stay working on after my term as VPSL, to start the planning for 2020.

Committees

Student Tech Fee Advisory Committee

See Presidents report.

GASC

In this committee's ongoing practice, we met and deliberated grant applications.

U-SOLVE

We evaluated the effectiveness of the event and how the ongoing development and innovate booth displays.

ERPSMHC

This acronym stands for: Edmonton Regional Postsecondary Mental Health Committee.

Student Services Committee

We met to share the work we have been doing independently and ensure that we are all on the same page. We continue to work on the definition of what it means in quantifiable measures.

MacEwan Book of the Year Adjudication for Student Contest

As being a member of the MacEwan Book of the Year team, I met with members of the English department to adjudicate submissions. There are so many talented students at MacEwan is all I have to say!

Other Business

Awards Night

EC attended Awards Night, SAMU's annual celebration of students and campus community members who have made significant contributions to improving student life on campus

Griffins Banquet

The VP Academic and I attended the Griffins Awards Banquet, where were lucky enough to present some of the Graduating Student Athlete awards!

SAMU Grant for Roundhouse

Roundhouse approached me about starting another grant for Roundhouse memberships. But with the low interest from students for the existing grant, a pin has been put in this until there is proven increasing uptake in daman/programing.

Closing Remarks

Projects from around the campus have been rapping up! Either there has been a rollout of the results or the following step has started. I am excited for future and all that it brings.

I started my time at SAMU as an egger councilor itching to make a difference. After serving two terms on Students' Council I decided to run for an Executive position, the one I currently hold. I have laughed, cried, and learned A LOT. No words can capture the way I have grown in the last 3 years alongside some of the most inspiring people I had the fortune to work with.

In closing, and in the words of Mother Teresa "Not all of us can do great things. But we all can do small things with great love."

With all my love,
Tansy Spyker
VP Student Life – 2018/2019
Students' Association of MacEwan University

SAMU Executive 2019-20 Election

CRO Report - Kristen Stoik

Prepared for the April 17, 2019 Students' Council Meeting

The Students' Association of MacEwan University elections for the 2019-2020 Executives took place between March 4, 2019 and March 14, 2019. After receiving no appeals, the results became official as of 4:00 PM March 18, 2019.

Here is the breakdown of votes for each candidate or 'yes' votes in the case of single candidate positions with an indication of each successful candidate. For the official election results, please see the SAMU website.

President

Ryley Osadchuk - 1096 - Successful Candidate

Vice President Academic

Luis Ruiz - 712

Sean Waddingham - 814 - Successful Candidate

Vice President External

Cole Baker - 1265 - Successful Candidate

Vice President Operations and Finance

Jeanette Sabourin - 531

Andrea Turner - 842 - Successful Candidate

Vice President Student Life

Aubrianna Snow - 1302 - Successful Candidate

With a 11.63% turnout (1728/14859 voters), the election was able to fill all 5 Executive positions available.

Online Engagement Analytics

SAMU, as per procedure, put together different marketing materials towards elections awareness. For social media, engagement on Facebook continues to dominate for

SAMU Elections. Here are some quick statistics on posts about nominations, elections, and the Facebook AMA:

Facebook

- Posts: 12
- Reach: 13,915
- Post Clicks: 2364
- Engagement: 885

Twitter

- Posts: 10
- Impressions: 7838
- Engagement: 136

LinkedIn

- Posts: 4
- Impressions: 330

We also tracked website traffic for January 20, 2019-March 15, 2019 at www.samu.ca/executive-committee-election. Throughout this period we received:

- Pageviews: 2116
- Unique pageviews: 1756
- Average time on site: 3:31

Facebook AMA

The AMA was held the afternoon of March 12, 2019. There was some technical difficulties with the execution of the group this year with the group going live on time but difficulties with postings until approximately 1 PM. With this delay, the RO and myself agreed to leave the AMA up until 4:15 PM to give as much time as possible for engagement, keeping in mind that everything was moderated and needed active attention while live. Although the group was shut down at 4:15 PM on March 12, 2019 the individual posts had to be locked manually which was not realized until afterwards and everything was fully shut down the morning of March 13, 2019. The page was kept public so that questions and responses could be viewed, but not added, through the voting period.

There were 24 requests for membership that were not approved as they could not be identified as students and 13 requests that came in after the group was closed. Two submitted questions were not approved for posting. The RO messaged both submitters

and provided them feedback on ways to reframe their question such that it would fall within the scope of allowed questions. One student resubmitted and their question was posted. The other student did not respond. Here is what engagement looked like on the AMA:

- 57 approved membership requests
- 54 active members
- 35 posts
- 203 comments
- 474 reactions (likes, etc)

Observations & Suggestions

This election, SAMU provided grommets to candidates and treated them as a universal material due to the last minute notification from MacEwan that grommets would need to be on all hanging banners. I would like to thank the RO and everyone who helped make the grommet situation as smooth for candidates as possible. I do not expect a similar situation to occur next year (where SAMU has to pay for election materials outside of candidate budgets) or in the foreseeable future unless changes in posting regulations at MacEwan change directly before an election cycle.

The election was relatively quiet from the perspective of the CRO. Only one question and zero appeals were presented throughout the election period. The question was in regards to decisions that were made in separate elections and the perceived inequity at how they were handled. The way that election policy and procedure are written, there are some very clear rules around elections that leave no room for interpretation, such as missing submission deadlines. I do not see these black and white rules as an issue and believe that there is enough guidance and room for interpretation in the policy as it stands. I do encourage Students' Council to review the elections policy if there are concerns or areas members see need for refinement.

If you have any questions or comments please feel free to reach out at any time. I will also be present at the April 17, 2019 Students' Council meeting to answer any questions.

Best Regards,

Kristen Stoik
SAMU CRO, 2018-2019

Students' Association of Grant MacEwan University
Statement of Financial Position
As at March 31, 2019

March 31, 2019

2019

(Unaudited)

Assets

Current

Cash	5,111,727
Investments	679,655
Accounts receivable	879,765
Inventory	20,612
Prepaid expenses and deposits	67,360

6,759,119

Capital assets

8,044,510

14,803,628

Liabilities

Current

Accounts payable and accruals	2,173
Deferred revenue	579,644
Trust liabilities	189,130

770,947

Net Assets

Invested in capital assets	8,082,065
Internally restricted - Building Fund	1,355,456
Internally restricted - Contingency Reserve Fund	837,500
Internally restricted - Health and Dental Fund	1,071,334
Unrestricted	2,686,329

14,032,683

14,803,630

Students' Association of Grant MacEwan University**Statement of Operations***For the period ended March 31, 2019*

	<i>March 31, 2019</i>
	<i>2019</i>
	<i>(Unaudited)</i>
Revenue	
Operations (Schedule 1)	3,061,554
Marketing (Schedule 2)	19,854
SAM (Schedule 3)	182,594
Events (Schedule 4)	90,317
ACC (Schedule 5)	-
Clubs (Schedule 6)	-
Programs and Services (Schedule 7)	1,656
Advocacy (Schedule 8)	39,086
Governance (Schedule 9)	-
Finance (Schedule 10)	88,273
The griff (Schedule 11)	7,991
Total revenue	3,491,324
Expenses	
Operations (Schedule 1)	1,254,770
Marketing (Schedule 2)	63,371
SAM (Schedule 3)	88,443
Events (Schedule 4)	198,919
ACC (Schedule 5)	13,815
Clubs (Schedule 6)	39,114
Coordinators (Schedule 7)	67,228
Advocacy (Schedule 8)	106,099
Governance (Schedule 9)	221,434
Finance (Schedule 10)	(58,534)
The griff (Schedule 11)	26,055
Total expenses	2,020,715
Excess of revenue over expenses	1,470,609
Amortization	-
Excess of revenue over expenses	1,470,609

Students' Association of Grant MacEwan University
Statement of Changes in Net Assets
For the period ended March 31, 2019

	<i>Invested in capital assets</i>	<i>Building Fund</i>	<i>Contingency reserve Fund</i>	<i>Health and dental Fund</i>	<i>Unrestricted</i>	<i>March 31 2019 (Unaudited)</i>
Net assets, beginning	8,031,320	1,355,456	837,500	1,071,334	1,266,464	12,562,075
Excess of revenue over expenses					1,470,609	1,470,609
Purchase of capital assets	50,745				(50,745)	-
Interfund transfer						-
Net assets, ending	8,082,065	1,355,456	837,500	1,071,334	2,686,329	14,032,683

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
March 13, 2019 @ 2:00pm**

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: 2:02pm

2. Approval Minutes for: March 6, 2019

VPSL/VPO

CARRIED

3. Approval of Agenda

VPO/VPA

CARRIED

TOPIC		DISCUSSION	ACTION/MOTION
1.	Clubs	Harm Reduction Club	MOTION TO APPROVE THE HARM REDUCTION CLUB VPSL/VPA CARRIED
2.	Roundhouse Grants TOR	Vpsl – brought an updated TOR forward for review. Chris Bruckman provided some insight to hopefully simplify the TOR. Nothing from our end has changed.	MOTION TO APPROVE THE ROUNDHOUSE STUDENT GRANT GROUP TERMS OF REFERENCE VPSL/PRES CARRIED
3.	SC Presentation	Vpo – need to present budget at next SC meeting.	MOTION TO APPROVE A BUDGET PRESENTATION AT THE MARCH 20, 2019 STUDENTS' COUNCIL MEETING VPO/VPSL CARRIED
4.	Outstanding Action Items		
5.	President's Report	Diversity policy presentation. Vpo, Gm, & Director of Ops had walk through of building. Met with Pres candidate. Building meeting. AAC meeting. CASA update. FT staff award meeting.	

		CAUS update. Pride March. SVPEC/USOLVE meeting. Meeting re. club issue. Building furniture meeting. Met with MacEwan pres. Gm meeting. Met with MacEwan exec team.	
6.	VP Academic's Report	Committee on Admission and Transfer meeting. Academic Policy Committee meeting. APPC meeting. BFC meeting. FT staff award meeting. Pride march. Research council meeting. Lunch business meeting.	
7.	VP External's Report		
8.	VP Operations Report	Gallivan meeting. Furniture review meeting. Junior achievement job shadow. Met with Craig. Volunteered at UN Club event. Councillor training. Building meetings. MacEwan committee on internationalization meeting. Diversity policy presentation. Met with student. Building site tour. Met with Chris Bruckman. FT staff award meeting. BFC meeting. Furniture meeting. Gm meeting. SSJOC meeting. MacEwan exec lunch meeting. Met with Vpsl & Vpa.	
9.	VP Student Life's Report	Pride week meeting. Diversity policy meeting. Black history month debrief meeting. SSC meeting. Met with Chris Bruckman. Met with CompSci students. Student success services sub-committee meeting. Ft staff award meeting. BFC meeting. GASC meeting. Pride March. Met with student. SVPEC/USOLVE meeting. CCR. Student success sub-committee. Business lunch meeting with MacEwan exec. Met with Vpo & Vpa.	

10.	GM report & Dashboards	Marketing consultant meeting. Staff one on ones. Building meeting. Director meeting. Building walk through. Change management meeting. FT staff award meeting. BFC meeting. ACMP event. Pride march. Marketing & SPEC review of floor plan. Met with Evan. Club issue meeting. Furniture meeting. Business lunch.	
11.	Recognition		

4. Adjournment

Time: 3:04pm.

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
March 20, 2019 @ 9:00am**

Copies To:

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

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

1. Call to Order: 9:01am

2. Approval Minutes for: March 13, 2019

VPSL/VPA

CARRIED

3. Approval of Agenda

VPSL/VPO

CARRIED

TOPIC		DISCUSSION	ACTION/MOTION
1.	Equity and Inclusion Committee	Vpsl – approached to sit on this committee chaired by Irfan. Vpsl would sit on this committee going forward.	MOTION TO APPOINT THE VICE PRESIDENT STUDENT LIFE TO THE EQUITY AND INCLUSION COMMITTEE VPO/VPA CARRIED
2.	Co-Curricular Record	Vpsl – descriptions for SC & EC positions provided. Vpa – agree with shortening descriptions, but concern with understanding what it means to external people. Descriptions need more meat to them. Vpsl – descriptions are for the approval process, nit what is printed on CCR. Not sure who creates that or approves that. Vpa – I'd like to see what goes on the CCR for students with respect to EC & SC roles. Vpsl – I can make the front facing part as a template and leave it with GA to use.	
3.	Outstanding Action Items		
4.	President's Report	tabled	
5.	VP Academic's Report	Tutoring on campus meeting. Met with Provost. Academic Planning & Priorities Committee meeting. Linda Woods-Edward meeting. Policy Advisory Group meeting. Staff meeting. Equity, Diversity, & Inclusion (EDI) launch. Information Technology Management meeting. Reappointment Advisory Committee for Dean of Libraries.	

		Worked on transition plan. GFC meeting.	
6.	VP External's Report	Tabled.	
7.	VP Operations Report	Joint Steering Committee meeting. Student meeting. Dean of Libraries candidate presentation. Linda Woods-Edward meeting. Student Affairs meeting. Staff meeting. Dean of Libraries search candidate meeting. EDI week launch. Budget presentation work. Building meetings. Transition work.	
8.	VP Student Life's Report	GASC meeting. Met with Clubs Manager. Communication & teamwork presentation. Met with P&S Director. Staff meeting. Dean of Libraries meeting. EDI week launch. Book of the Year dinner with author. Sexual gender minority working group. Student Success sub sub-committee.	
9.	GM report & Dashboards	Tabled.	
10.	Recognition		

4. Adjournment

Time: 9:56am

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
March 27, 2019 @ 9:00am**

Copies To:

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

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

1. Call to Order: 9:01am
2. Approval Minutes for: March 20, 2019

**VPSL/VPA
CARRIED**

3. Approval of Agenda

**VPE/VPSL
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Clubs	MacEwan Book Club Vpsl – don't have a book club currently. Concerns: cost might be a factor due to buying copies of books. Mandate coming from single person instead of exec team – need to make sure there is buy in from whole group.	MOTION TO APPROVE THE MACEWAN BOOK CLUB VPSL/VPE CARRIED
2.	EAAHSC	Vpe – would like to close this committee. Committee met and discusses this topic. Felt that we could get better info by consulting at C meetings as well as the SAMU survey.	MOTION TO DISSOLVE THE EXTERNAL ADVOCACY AD HOC SUB-COMMITTEE VPE/VPA CARRIED
3.	Student Research Day	Vpa – planning all day event. Day celebrates scholarly activity of students. Would like to contribute to some food for the event. Vpsl – great idea but would like it to be known that SAMU is donating. Banner? Vpa – don't see that being a problem. Vpe – can we directly fund something? Not just give them the money. Pres – big fan of student research day but would like more info provided by them. Vpa – would offer to fund something specific.	Action: Vpa to get budget from research office.
4.	Outstanding Action Items		
5.	President's Report	Joint steering committee. Pride week drag show. Governance consultant. BOG special meeting. Staff meeting. Dean of library candidate meeting.	

		Building tenant meeting. CASA AGM. SC meeting. Transition planning.	
6.	VP Academic's Report	Met with Sean. Second dean of libraries candidate meeting. Student research day working group meeting. Career development advisory group. USRI committee meeting. Last dean of library candidate meeting. Distinguished teaching awards nominees selection. Met with 2 students. Academic policy committee working group meeting.	
7.	VP External's Report	ULSU council visit. Junior achievement job shadow day CAUS update. Model un club volunteering. GOTV. EAAHSC meeting. BFC meeting. F/T staff award meeting. MacEwan Pride march. Minister Hoffman meeting. Dean of library candidate presentations. Governance review meeting. Staff meeting. EDI week launch. CASA AGM. SC meeting.	
8.	VP Operations Report	Tabled.	
9.	VP Student Life's Report	Quarterly directors/EC meeting. Awards night recordings. Dean of libraries search committee. Transition. SC meeting. International day of ending discrimination meeting. Edmonton Regional Post-Secondary Mental Health Committee meeting. Equity & diversity week keynote.	
10.	GM report & Dashboards	Tabled.	
11.	Recognition		

4. Adjournment

Time: 9:31am

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: 9:01am
2. Approval Minutes for: March 27, 2019

VPA/VPSL

CARRIED

3. Approval of Agenda

VPO/VPA

CARRIED

TOPIC	DISCUSSION	ACTION/MOTION
1. Building Content Insurance Max	GM – 10\$ million insurance requirement in lease agreement. Pres – need to determine what the appropriate amount of insurance is and how we will get this fixed in the lease agreement. Vpo – will speak with John McGrath	
2. GFC presentation	Vpa – It is custom for the vpa to give a quick presentation at the last GFC, formerly AGC, meeting about what the position has done over the year. Will discuss the cost of textbooks, but also considering speaking about empathy in the classroom. Potential additions: contrasting the average student now vs in the past.	
3. Pres search committee nominee	Pres – contacted by Chair of the Board of Governors Presidential Search Committee requesting a student member to sit on the committee. This would likely be an incoming executive member. I would be inclined to put Ryley's name forward for this as she will be on the Board already. Will bring this forward to Ryley and make a motion in the future.	
4. Outstanding Action Items		
5. President's Report	Met with the School of Business – Office Assistant Program Cold Beverage Product Supply and Service Evaluation Presentation	

		SAMU Building Transitional Planning Workshop Student Tech Fee Advisory Committee meeting CAUS Policy Committee Meeting CAUS Teleconference Students' Council Refresher planning	
6.	VP Academic's Report	Met with the School of Business – Office Assistant Program Committee on Admissions and Transfer Associate Vice President Research Search committee meeting Academic Policy Meeting Griffins Day banquet Academic Planning and Priorities Committee meeting Policy Advisory Group meeting Student Tech Fee meeting Transition planning	
7.	VP External's Report	Tabled	
8.	VP Operations Report	Quarterly meeting with directors Dean of Library Search Candidate meeting Students' Council Transition planning MacEwan Committee on Internationalization Student Working Group Committee meeting Budget and Investment policy meeting Dean of Library Search Candidate meeting SAMU Working Group meeting Bylaws and Policy committee meeting SAMU Building Risk Committee meeting	
9.	VP Student Life's Report	Transition planning Student Services Committee Roundhouse meeting Met with Director of Programs and Services Student Success Committee meeting Griffin's Banquet Grant Allocation Subcommittee Meeting Transition planning Student Technology Fee Advisory Committee meeting U-SOLVE meeting Bylaws and Policy Committee meeting	
10.	GM report & Dashboards	Potential building vendors meeting Director meeting FF&E Fee Budge and Investment policy discussion Change Management team	

		One-on-one meetings with staff Six month review SAMU working group meeting Bylaws and Policy Committee meeting Records Management Project Position Descriptions	
11.	Recognition		

4. Adjournment

Time: 9:56am

STUDENTS' COUNCIL MEETING SUBMISSION

(must be fully completed or item will not be added to Students' Council meeting agenda)

TYPE OF SUBMISSION (CHECK ONE):

☐

MOTION

☒

CONSULTATION ITEM

Meeting Date: April 17, 2019

Submitted By: Emma Patterson, VP Operations & Finance

Submission Title (As it will appear on agenda):

Governance Review Project

Background Information:

As presented in the attached Governance Review brief, SAMU is hoping to work on streamlining and improving our governance structure to better address some concerns brought forward by administration.

In this consultation, I wish to hear from SC about what they see as priorities for this project, potential issues or concerns they have, and what kind of reporting they hope to receive throughout (what will help you be informed and therefore be effective in your role).

Implications:

SAMU Governance project will continue, on the consultation and information received from SC.

SAMU Governance Review Project

Prepared for Students' Council

Hello Council,

As the Chair of Bylaws and Policy Committee (BPC), and as the VP who oversees SAMU governance as a part of my portfolio, I am submitting this report on behalf of the governance office, the General Manager, and BPC. I hope to provide information regarding a new project that SAMU, specifically the governance office and high-level leadership, have engaged in.

Project History

This project began some months ago, when the GM noted some governance avenues we have that made it difficult for her to navigate to do her job most effectively. Since then, we have been reviewing and working on how we can make those systems more efficient or better so SAMU can continue to function at an increased level.

The GM, along with the Governance advisor and myself had been working with a facilitator for a few months, trying to wrap our heads around what our governance structure could/should look like, potential gaps, and an environment scan of other board structures to see how we compare.

Recently, we decided to pursue the governance 'audit' more aggressively, and brought in a dedicated consultation to help review and facilitate any necessary changes or discussion.

Consultation

As a prime function of the governance structure, and the ones responsible for any policy changes as a result of our findings, I felt it most appropriate for BPC to receive a presentation from our consultant, Linda. We met a few weeks ago where we had an introduction into Linda's proposed changes and adjustments, those of which I will outline here.

Identified Concerns/Issues

Some of the collective concerns that were expressed through Linda's investigation and interview process include:

- Unclear delegation of authority
 - o Who has authority and responsibility for certain functions
- Unmatched or absent procedures/policies
 - o Meaning there are parent policies without associated procedures, and stand-alone procedures without an accompanying governing policy.
- No HR policies
- No official risk management consideration
- Inefficient committee structures

SAMU Governance Review Project

Prepared for Students' Council

Principles and Goals

While working with Linda, the messaging was clear that student involvement wherever possible should be protected and enhanced – committee work is an avenue for students serving on council or at large can participate in the association's action and direction. The overall goal is to hopefully alleviate confusion/frustration by the affected parties, and work to streamline current processes.

Proposed Changes

Linda has provided us with some proposed pieces to work on, and we have begun engaging in those activities. She has identified some key areas and drafted some solutions, which we are working to evaluate.

The first is to evaluate the 'Approvals' procedure, and get to the root of our delegations of authority to find the pinch points for how operations works within that procedure.

The second is to evaluate committee function and makeup, looking for operational structures that should be removed from committees and put into operations, redundancies, etc.

The third is HR policy development, which is outside of SC scope at this time.

Next Steps and Reporting

Lots of the work over the next few months will be mostly internal in nature. Any major changes will be brought to the appropriate stakeholder group when needed.

We will also commit to providing regular reports on activities, proposals, and changes. The VPOF will take on this responsibility moving forward. Changes to any SC structures will be done in consultation and approval of SC.

The project team is currently working on the delegation of authority and committee structures, and will be working with BPC in any amendments or tidying of current policies.

Conclusion

This project may come as a surprise to some, but I want to emphasize that these discussions do not come out of a place of desperation or severe need. We are lucky that we have the structure that we do, and that we are able to do so much good work. This project is about taking something good and making it better, protecting the longevity of our governance structure.

Again, we commit to regular reporting and consultation as we wrap our heads around what this means for us and how it affects how SAMU works.

Sincerely,
Emma Patterson, VP Operations and Finance
Chair of Bylaws and Policy Committee