

2019-09-18 SC – Audio Recording

Speaker Key:

VE	Vice President External
CD	Councillor Drummond
CO	Councillor Dykes
CH	Councillor Hassan
PR	President
CR	Councillor Ruiz
VS	Vice President Student Life
CC	Councillor Stewart
CL	Councillor Strayer
VO	Vice President Operations and Finance
VA	Vice President Academic
CI	Chair
UF	Unidentified Female
DW	Darrell Wiens
UM	Unidentified Male

00:00:00

CI Order. Thank you. Item one, 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. This is the traditional home of the Nehiyaw and Michif, and meeting place for many Indigenous peoples including the Nakawe, Siksika, Nakota Sioux and other nations.

CI Item two. Approvals. 2.1. We have a motion. Councillor Dykes.

CO I approve to, I move to approve the agenda for September 18th 2019.

CI Thank you, councillor. And a second, Vice President Student Life, thank you. It has

been moved and seconded to approve the agenda for September 18th 2019, is there any debate?

00:01:05

CI The question is on the adoption of the motion as read. All those in favour. Thank you. And opposed. Motion carries. Item 2.2. We have a motion. Councillor Strayer.

CL I move to approve the minutes of August 21st 2019.

CI Thank you, councillor. And a second, Councillor Drummond, thank you. It has been moved and seconded to approve the minutes of August 21st 2019. Is there any debate? Councillor Stewart, sorry.

CC I was just wondering if it would be appropriate to also add under 5.2 oral questions that topics also included the programmes and services of the committee in the question period.

CI Sure. Is there any objection to that addition? Okay, thank you. Any other debate? The question is on the adoption of the motion with the addition raised by Councillor Stewart. All those in favour. Thank you, and opposed, motion carries. Before we get into the meat of the agenda, councillors, and the presentation, I think we have one councillor calling in, Councillor Ruiz. Where's your talking head.

CR Yes.

CI Okay. There you are. Excellent. Anyone else? Otherwise we are all here in the flesh, I think, as they say. Yes. Good. Item three, presentations. 3.1. MNP. SAMU audited financials. Vice President, I think you're introducing our guest.

00:02:36

UF Thank you, chair. Everyone, I'd like to present Darrell from Meyers Norris Penny.

DW MNP.

UF Yes, MNP. Thank you.

DW Thank you. So my name is Darrell Wiens. I'm a partner with MNP and we do the audit for the Students' Association. My colleague Patrick Moore is actually the lead auditor but he's out of town. He sends his regrets but you're much luckier to have me in any case. We can just do that, alright. So we'll keep this fairly brief and if you have questions please feel free to interrupt. We'll keep this fairly informal, if the question relates to something more specific we're talking about, we can address it as we go, or I'll pause at the end and we can discuss at that time if there's some general questions.

So the agenda is we'll look at the audit objectives, the responsibilities of the different parties involved, and the status of the audit. So this will be a little bit of education because perhaps not everyone here has been through this process before. An audit is to report on the fair presentation of the financial statements for the year and the financial statements are prepared in accordance with Canadian

accounting standards for not-for-profit organisations.

00:04:07

DW That's a standard that's set out by the Chartered Professional Accountants of Canada. Our audit is designed to provide reasonable, not absolute, but reasonable assurance of detecting errors, fraud or illegal acts having a material effect on the statements as a whole. So we come in and we look at the larger items and we look at a sample of smaller items. And we're looking for anything that may indicate an overall problem that could lead to something significant in the statements that's not right.

We're not necessarily looking for every individual dollar that may or may not be correctly recorded but looking at those pervasive issues and larger transactions. And because it's on a sample basis we don't give absolute assurance. We haven't audited every transactions but just as I said on a sample basis, as well as looking at the systems, the processes to try to understand where those risks lie. There's different parties involved. There's basically three parties that each have a unique role.

The Students' Council's role is to review and approve the financial statement and to provide oversight to the management team, to the general manager and the staff such as Justin, working, and to ensure that there's appropriate policies, procedures, in place for the prevention and detection of fraud.

00:05:36

DW One of those practices would be hiring the auditor. That's what the Students' Council does, and we come in and we provide an independent opinion and report back to you on what we found. Management is responsible to prepare the financial statements and for their fair presentation. They would determine any significant estimates, they would set the accounting policies, establish the reporting systems and have the processes to safeguard assets.

And so essentially management prepares the financial statement and then we just give an opinion on it and so we give an opinion recording as to whether we believe they are fairly presented. In conducting our audit we follow what's called Canadian audit standards, which is a robust auditing standard, again, published by the Chartered Professional Accountants of Canada. And it gives you, as a result, some confidence that the numbers in the financial statement are an accurate reflection of what the organisation did in the year.

So those are the three parties involved. As for the status, we've completed the audit and we are ready to sign off on our audit report, pending Students' Council's final approval of the financial statement. And we are going to provide an unqualified opinion, which is a fancy way of saying a clean opinion. We did have some areas in which the processes and controls could be enhanced. And we issued a letter to the management team indicating some recommendations.

There were some differences we noted in the audit, some of which were adjusted

and corrected, and some of which were left unadjusted, because management determined they were not significant enough to warrant correction and adjustment.

00:07:39

DW The largest item of that nature was related to the health and dental plan. The payments on that, we had some discussion and an analysis on the timing of those expenses and the year-end cut-off depending on the timing of the payments versus the timing of claims, etc. So we reviewed that and my understanding is there's a plan in place to treat that differently going forward, so it will be more correctly... There will be a better cut-off at year-end, but they determined that for this year it wasn't important to adjust that in the statements.

We had looked at that and determined that we decided it wasn't a large enough and significant enough item, so we're still giving a clear opinion even though that hasn't been updated. We would like to acknowledge the cooperation and assistance, the team here, the staff are great to work with, and so we always like to give that public thanks and credit, because it is a bit of a process when we come in. We ask lots of questions, and it's in some ways a disruption for their day-to-day activities and so we're quite thankful for their assistance. It's always a pleasure to work with this group.

00:08:55

DW There are additional details on our audit findings and you would find those in the audit findings report. I believe you would have had some of these documents circulated already, so if you want further information on the audit and any other details, they are in the more detailed report. Next I'm going to talk about the actual financial results for the year. Are there any questions on the audit, the audit process, the audit results. Alright. We'll do a quick highlight of the financial results. You should have also received the financial statements which go through the numbers and results for the year.

Rather than look at tables of numbers, we prepared a few charts to explain a few things. And hopefully this will be meaningful. The financial position or what is sometimes called the balance sheet, has the assets, liabilities and equity of the organisation. The blue bars are the current year, so the current assets, which are the assets that are expected to be utilised in the next year like cash, investments, things that are liquid in nature. Those have increased by about \$1 million from \$7 million to \$8 million.

And the reason for that is basically the current year surplus was around \$1 million. So there's that much more cash and similar resources available to the organisation. Capital assets would be physical assets as well as the building costs, so that's relatively unchanged this year. Total assets have increased because the current assets are higher. Liabilities are about the same, that would include accounts payable, various amounts owing to various parties. And the net assets is essentially the equity of the organisation. So that is approximately \$13 million, up

from last year, it was about just over \$12 million last year, now it's 13 some.

00:11:13

DW And a number of new funds were established in the year, so we noted that there's a maintenance fund, that would be to look after building costs. SAMU cares endowment fund and major expenditures fund. Those are the new ones, there's various funds as well, so, that are carried forward from previous years. So essentially all of that \$13 million equity net asset balance is spoken for, it's been reserved into a particular fund and designated for a particular purpose. So there's very little just general unrestricted surpluses sitting there.

When you look at what happened in the year, we'll talk both the revenue and expenses. The student fees are relatively comparable, so that's one source of revenue. The health and dental revenue is a little bit higher this year, and that's just due to more people being involved in the program as I understand. And as a result, the total revenue is higher, about 5% higher, about \$343,000 higher this year. But with the increased health and dental revenue there's increased health and dental expenses as well.

So that's reflected in the operating expenses there. So the total revenue is higher, the expenses are higher, but the operating surplus which is your profit at the end of the year is fairly similar at about \$1 million. So look at the cash position. There's a statement of cash flows in the financial statement and you can look at how cash was spent or how cash was used in various categories of operations or activities. So operations would mean your normal day-to-day revenues and expenditures, and this year there is actually a decrease in cash.

00:13:28

DW And that's because there's an amount receivable from the university at year-end that had not yet been paid so if that had been paid before year-end, cash would have been higher at year-end, but it's just a timing difference on when those fees are paid. This year there wasn't much in terms of purchase of investments, but there was cash generated from selling some of the GICs and investments. As well, for the purchase of capital assets, there's basically nothing this year but last year was a large expenditures, related to the building.

So that summarises the cash flows and that is the end of the financial results. So that's just a high-level overview, again you've got the detailed statements, and you have our contact information. We always provide that because it's important that you have a direct link to the auditors if you ever do have a question or a concern. We are hired essentially by this group and accountable back to this council for our work so we appreciate the time to be here and are happy to answer any of your questions. Are there any questions or discussion, yes.

UM Just looking at the cash flow operations, that's over \$2 million that we haven't received from MacEwan, as you say.

DW So what that means is in the prior year, cash increased by \$2 million for that. This

year, cash was relatively static, it was in a slight decrease, so the cash balance basically stayed the same this year, there was no additional increase in cash in that despite the surplus for the year.

00:15:18

DW So part of the surplus for the year had not yet been received in cash. That's what that means.

UM So sorry are we yet to receive that money.

DW I would imagine so, that that should have come in this summer.

UM Yes, so. Through the formality here, but anyways. It was basically just delayed by a couple of weeks or so. It's basically just because the cut-off is exactly June 30th, versus when we actually receive the funds, which is in July, the middle of July, that's what caused this. We're working on our cash [overtalking].

DW As of today, yes.

UF Sorry, just wanted to add our fiscal end is June 30th so sometimes there's a bit of a static, I guess Darrel has said, to this point as well. Our fiscal year by accounting standards is July 1st to June 30th of next year. So sometimes there can be when there's a reporting period, a [inaudible]. Thank you.

DW Yes.

00:16:42

CC Perhaps, thank you so much for your presentation, by the way. I really appreciate you being here and going through this process. I was just curious in regards to the financial statements. In our agenda package, there was one that says under assets, current, there's a difference between 2018 and 2019 of cash of around, or in investments, so cash was noted for 2019 as over \$5 million compared to 2018, which was \$960,000 and then the investments was a similar, like opposite. In 2019 it was \$696,000, and 2018 it was like \$4 or \$5 million. I'm just wondering, what that means.

DW What does that mean?

CC That difference. It's on page one, 32R.

DW Yes. So that's on page number one of the financial statements. It's called the statement of financial position. So last year there was approximately \$5 million in investments, and this year there's about \$5 million in cash, and that's because the GICs would have come due and been held in cash at year-end, not as GICs in year-end. So in some respects you could, when you're looking at last year and this year, you could consider both of those items together, but the investments went down, the cash went up.

But if you added them together, you'd have the same amount of investments and cash last year as this year. It's just what form that wealth is being held.

00:18:26

CC And that's like a normal exchange between the cash and the investments.

DW Yes, it would be. It depends on what the strategy is for investing in GICs and when you want them to come due depending on how long-term you want them, etc. Again, I would defer to Justin and the team as to the reasons for any strategy there. But that's very normal and it doesn't cause me any concern.

UM Obviously because he's not directly on this file, so I think as I mentioned previously in another Students' Council meeting I was attending at some point in time, I think. The reasoning for the transfer of the funds from the investments to the cash is because we in that year changed banks. And so within there, we were able to negotiate a very favourable interest rate for our bank accounts that was a higher interest rate than what we would get in the GIC side of things, so that's why we essentially moved all the cash. That gets our GIC money, from the investment side over into just the bank accounts themselves.

CC That's what I'm thinking, thank you. We did cover a bunch of the requests alright. We covered it in the first part, and you said it wasn't our, any insinuating concern in regards to the health and dental. [inaudible] adjusted differences. Can you elaborate a bit more on that or especially because of the response you got that they tend not to adjust those differences in health and dental. Was there a point that you received in regards to what they're going in the future which make you decide that it wasn't something that wasn't going to be a huge concern in the report.

00:20:37

DW Yes, so what the specific issue is, is that the health and dental costs were being recorded as payments were being made to the health and dental provider. But at the time a payment is made is not necessarily the same timing as when a health or dental claim relates to. So technically, the Students' Association is on the hook for any claims up to June 30th, okay, regardless of how much cash was paid at what time. So that can be accounted for, there are reports where that information exists in the past that have not been tracked down and investigated.

And my understanding is the plan is that now going forward that is how it will be done is based on the timing of the claims, not the cash payments. So it's not that, it's important to point out, it's not that there is an expense that when, no money went missing or was found, it's, the question is the timing. Some of the expense should be in one fiscal year versus the other fiscal year. So the nature of the issue, because it's just a timing difference, we've considered that a very minor type of issue.

CC Thank you so much for just giving me some more clarity on that situation.

DW Yes, that's good to ask. Okay, there's a question over here.

UM Consider it a point of clarity, so in the 2018 year there was 1.3 purchased investments which were probably GICs, and then because we switched banks in the 2019 fiscal year we then proceeded to sell them which comes up on the proceeds of disposal of investments.

00:22:26

DW Yes, that's right.

UM Okay, and that's when we put them into the accounts that have a more favourable rate of return.

DW That's right. So this is showing, yes, where the cash was generated from or used. And so in, actually in both years cash was being generated by selling investments previously to fund the building and now just to convert them into cash. So there's two years that the investments were drawn down, both last year and this year.

UM Alright, thank you.

DW Yes, councillor.

UM You mentioned a couple of slides back that there could be some controls enhanced, and those were mentioned to some of the upper management on the operations of SAMU. Could you elaborate a little bit more on those controls that could be a little enhanced.

DW Sure. Yes, I don't mind. The nature of our recommendations for improvement were adding more details on payroll approvals. We noticed that payroll is being approved. It's being independently reviewed and approved before it is paid, but there could be more detail such as the date that it's being approved etc. Noted in writing, and that would be best practice so that you know exactly who did what, what did they do, what date did they do it on, they should make a notation when they're doing that.

00:24:00

DW So some of that was there, but we thought they could document more things such as the date to verify was there actually say approved before it was paid. I'm not saying it wasn't. We're just saying the documentation doesn't exist, so best practice is to have thorough documentation.

UM Sorry to interrupt because obviously again, just because, again since he isn't the partner on the file, that particular issue was already discussed and we do already do that. So no sod [?] on his fault on there, but that first, that point right there is already being done.

DW It's already been implemented.

UM It's already been implemented so that is actually going to be not part of the letter, essentially I'm just saying we have to pass some sort of suggestions of better in certain areas, that one in particular has already been, already exists.

DW Okay. The other recommendations are more in the lines of best practices, not actual deficiencies.

00:25:12

DW We recommend having an approved supplier list, so for an organisation with significant expenditures, that would have a pre-approved list so that if you're ordering supplies, if you're ordering food from somewhere, that you have a list of people that you use and you don't leave it up to every individual person making a purchase to decide where they're going. Because then you can take advantage of discounts, cheaper prices, and have a better control on costs that way.

As well, we recommended, this is part of something we recommend to a lot of organisations, having checks in place for changes and variability in purchases from suppliers, have a process to review that and identify if there's an increasing amount being spent with one particular place. That would be a potential indicator of fraud, so it's a good process to have. I understand there are steps being taken that are going to lead to that being done in this next year. Those are the only new recommendations.

We also in our letter follow up on last year's, and essentially all of our previous recommendations have already been implemented or are in progress of being implemented.

UM It's vast more operational stuff, and not necessarily an executive policy can be developed in order to fix these things. Is that correct?

00:26:43

DW Correct. We didn't have anything that would warrant a new policy, no. Yes.

CC [Inaudible] Your question regards to the adjusted and unadjusted differences, so in regards to those that weren't adjusted. What is entailed I guess, for SAMU to do, to adjust then those differences, like what is called upon or [inaudible] that those numbers come from [overtalking.]

DW So the adjusted differences would be items that came to light during the process of our audit that we determined and discussed and concluded there should be a change in the financial statements from the preliminary numbers that we were provided with, okay? So the adjusted differences are items that came up in the audit that did get adjusted and those changes were made in the financial statements.

The unadjusted items are items that came up and arose in the audit that we noted that for various reasons we determined would not be adjusted, that management said, you know, we don't feel that significant so we then evaluate that and say, okay. We're aware there's a potential adjustment that could or should be made. Is that significant enough to warrant a change in our audit opinion, and we determined no, that we would still issue a clean audit opinion.

And that's a regular and normal part of an audit process, that you'd have some

items that we'd say, yeah, we need to correct that and get that right going forward to what's right on the books. Other items, particularly things like timing differences, are sometimes left in, well it's just not important to us, it doesn't affect things going forward so we're just going to leave it for now.

00:28:38

CC So then just to clarify that, the adjusted ones you would have noticed. This is different, there's something different about this. And then they come back and think, it was from these reasons, we can adjust this. It was like an error on their part or something like that, an error from the original that we did have this money.

DW Well these are items that we identify as auditors, so all of these items we'd bring forward, and say we think all of these should be corrected.

C But then how do they get corrected, I guess.

DW Well, we in discussion with Justin and his team, they would say, yes, we're going to change these ones and not those ones let's say, and then so the ones that they want to change, so those journal entries are posted in the system, and those updated results are what's used to produce this financial statement.

CC Okay. Thank you.

DW That make sense?

CC I think so.

00:29:33

UF Pardon me, I'll try and put some this in layman's terms I'm guilty of, someone in the county programme as well, but sometimes there's preliminary before the audit of an idea of the numbers, and then it's after the audit you have a much better accuracy which is what's happening here. And that's very typical in county, especially with the accrual basis versus a cash-in, cash-out, sorry, again, proprietor. But someone who just themselves or their family business is running, there's often a cash-in, cash-out.

But this is an accrual basis, so there's going to be a bit of a difference once the accuracy comes in. And that's why we have an external party and auditors and a firm to be like, come in, no gross-coloured glasses, to be like, hey, this is what actually going on. Does that help going forward?

UF Yes, thank you.

DW Anything else? If not, then thank you for your time today. We're honoured to be here and really enjoy working with the organisation so we thank you for the opportunity.

CI Sorry councillors, one second here. Okay. Item four. For information, 4.1 reports, 4.1.1 President. Any oral supplements?

PR [inaudible]

CI Thank you. Item 4.1.2 Vice President Academic. Any oral supplements.

00:32:05

VA Just three brief ones. Firstly, is on the e-learning committee. I thought I would be worthy of saying because it just happened today, that they're looking at replacing our learning management system, Blackboard. But there's going to be a ton of consultation including a lot of student consultation, so that's an opportunity to seize on and we'll be looking to create a focus group based on that. Second thing is I had my first Faculty of Arts and Science council meeting today and just the one [unclear] to bring up is that they did abolish the general studies program because of a variety of reasons.

And the last thing I wanted to say is that the decanal search town hall for the Faculty of Arts and Science, that's a fancy way of saying dean search. The town hall is tomorrow at 1pm. We had a presidential search town hall as well that was very poorly attended, but the few students who came to the presidential search actually were some of the most vocal people, so if anyone is free tomorrow at 1pm, I believe it's in the CN Theatre, so the big one in building five. So if you can come tomorrow at one to weigh in on the Faculty of Arts and Science search, that would be great. Thank you, that's all.

00:33:19

CI Very good, thank you. 4.1.3, Vice President External, any oral supplements?

VE Yes, thank you chair. I would just like to note that EC alongside myself went to Folk Fest to promote our programs and services along as our benefit, as well as our benefit, to the student body. Furthermore to that, I helped, I attended our BP [?] Operations and Finance, these excellent sessions to promote Students' Council to students. It was really well done and hopefully folks found it beneficial. Furthermore to that, [unclear] David Egan [?] came on campus, he's the critic for Canada's education and he was looking for students' perspectives, like conducting a tour of SAMU and led him into an area where he could talk to folks about issues like campus culture.

CI Thank you. 4.1.4, Vice President Operations and Finance, any oral supplements?

VO Yes. Thank you chair. As the VP External Elizabeth well put, we had Folk Fest on Friday which was a huge success. As someone who was formally a volunteer, and now as a DC, there was many more people turning out for the events, so I was very pleased by that. As VP External also mentioned, there was a workshop and we had much higher numbers versus last year for the workshop, so I believe this is a project that can proceed forward in the times to come for both EC and SC, when there's campaigning and elections coming up.

I did have a surprise call from our brokerage Gallivan. There has been, it's

something which I was already familiar with the PSL when we attended the client affairs advisory council back in June. Gallivan was very concerned and very proactive in that international students across the country who come to us, they don't always have... Our province is very beneficial and that students have, international students can claim health insurance here. However there is a bit of a gap in when they are transferring here, and sometimes things happen, not good, and they want to try and be proactive to help those students when that is occurring.

00:35:37

VO So there's more information coming down, they just want to let me know that they're being proactive with our institution about trying to meet those students' fees, so that international students don't, aren't left in the dark or left scared when these things occur. So I hope to bring more information to Students' Council and ECs and everyone in due course. The camping workshop was quite successful as I mentioned earlier.

I also attended a meeting about, as we know, it's been broadcasted that our building is opening up in December 2nd, so we are making plans that a grand opening will be happening, so there was a meeting about that. I did have a one-on-one, monthly meeting with our director of finance, and then I have been able to meet with a couple of students who just want to share their stories with me and have a one-on-one chat and push out any questions or concerns since my end report.

I also, we had our EC meeting, and I hope to attend Alberta College Campuses All Fest, unfortunately it's postponed until next week. I wish to be proactive there, so that's postponed until next week so I'll let everyone know how that goes. That was cancelled and rescheduled, and now we did have a staff meeting as well today here, and now we are here. Thank you.

CI Great. 4.1.5, Vice President Student Life, any oral supplements?

00:37:05

VS Yes, thank you chair. I would like to just add that I [unclear] Folk Fest, which I think was a great chance to connect with students and was also very fun. And I was also interviewed by the Office of Communications and Marketing at MacEwan for my work around sexual violence for a portrait of MacEwan that was online and things for it. Basically, MacEwan are doing this, so thank you chair.

CI Thank you. 4.1.6, the SAMU-audited financials are included in your package for your information. 4.2, Executive Committee minutes. The minutes of August 7th, 19th, 21st, 28th, September 4th, 6th and 10th of 2019 are provided in your package for your information. Item five. Question period. 5.1, written questions were in your package and I saw an updated submission go out today, so hopefully you received those. If not, they're waiting for you in your inbox. Thank you to those who submitted questions. 5.2, oral questions. We'll take questions now. Councillor Ruiz.

CR Thank you chair. My question is to a member of Executive Committee and I'm wondering if there are any plans to both invite previous councillors to the grand opening of the SAMU building [inaudible] Vice President [inaudible] really important that past members of Executive Committee [inaudible] members of this Students' Council [inaudible].

CI Thank you councillor, just because we are recording the meetings, and for posterity I think I'll just reiterate the question, which was to members of the executive team, will past councillors be invited to the grand opening of the building.

00:39:06

CI Vice President Student Life?

VS Yes, I can speak to that being our lead grand opening running committee. Unfortunately due to fire capacity, we've only got capacity for about 250 people. So, including political representatives, external stakeholders, MacEwan people, unfortunately we've only got capacity to invite the current Students' Council.

CI Thank you. Councillor Ruiz, anything further?

CR I was just thanking you, chair and thanking madam Vice President Student Life.

CI Thank you. Other questions. Councillor Stewart.

CC Thank you chair. I just had a question for the Vice President Operations and Finance. Just a clarification on what the ORMAG or O-R-M-A-G was [inaudible] in the report.

CI Thank you, councillor. Vice President.

VO Thank you chair. So that's a working group addressing risk because we are moving into the new building, so it's a good idea to have a framework as to how we address risk, especially taking on such a huge asset. And we address everything from departmental risk up to organisational risk and we also just recently have been addressing the framework of how we would address that risk when moving into the new building. Thank you.

00:40:30

CI Thank you. Councillor Stewart, anything further.

CC One thing. So I'm guessing ORMAG is like the operation risk, management is like the MAG portion, or does it stand for, is it an acronym for something else.

CI Thank you councillor, Vice President.

VO Thank you. Actually I do need, it's such a long strain that we do have our head man.

UM [Overtalking] advisory group.

CI There you go. Councillor Stewart, anything further?

CC Yes. I do have a question for the Vice President Academic. Just in regards to the

dean search for the Faculty of Arts and Science. We've mentioned that some documents were unveiled that were, that stakeholders had been aided or had been consulted in creating those documents, and I was just wondering what those documents were in regards to a dean search. Thank you.

CI Thank you councillor. Vice President.

00:41:29

VA Thanks chair. So there's two critical ones that have been more or less compiled from the consultation work. And the first is, they're both descriptions, one's an institutional description and one's an occupation description. So one describes MacEwan, and then one describes the dean role itself. And essentially candidates, it's the first thing they look at when they're looking to apply. They see what's MacEwan all about and what is the dean of the Faculty of Arts and Science all about, and there's a form from a lot of consultation and we in the Executive Committee got a chance to meet the person who made it, so we got our two cents in there as well.

CI Thank you Vice President. Councillor Stewart, anything further?

CC No, thank you very much chair.

CI Thank you councillor. Other questions. Councillor Strayer.

CL Is there any way we can recess for five minutes?

CI We can make a motion to recess for five minutes.

CL I'd like to make a motion to recess for five minutes.

CI Thank you, and a second. Thank you, Vice President External. Order please, thank you. It is moved and seconded to recess for five minutes. Is there any debate? Question is on the adoption of the motion to recess for five minutes. All those in favour? Thank you. And opposed. This meeting is recessed for five minutes and will return at 6.49 pm. Councillors, I call this meeting to order. We're still on item 5.2, oral questions. Continue to take questions. Last call. Okay. Item six. In camera period. Nothing there.

00:43:22

CI Item seven. Motions and business orders of the day. 7.1, sorry did I miss something? Okay, sorry. Item 7.1, SAMU annual report. We have a motion. Vice President Operations and Finance.

VO Thank you chair. I'd like, sorry, I'm, forgive me, [overtalking] you're used to decorum here. There is an amendment to.

CI So just, Vice President, sorry, just make the motion and we'll deal with that.

VO Motion to approve the SAMU 2018-2019 annual report.

CI Thank you Vice President. And a second.

CR I second that.

CI Thank you Councillor Ruiz. It has been moved and seconded to approve the SAMU 2018-2019 annual report. I'll turn it over to the Vice President Operations and Finance who made the motion to speak to the motion first.

00:44:19

VO Thank you chair. So some amendment to the annual report. There had been a pie chart submitted and based on what the MNP representative just presented, there had been a preliminary pie chart, and because audit had been completed a bit later, the pie chart that was presented was not based on the accuracy. It had been preliminary prior. So I wish to amend by our consultant who had just been present, Mr. Wong, to replace the pie chart with the more accurate percentages. Thank you chair.

CI Thank you Vice President. Just so that I'm clear. There was a pie chart in the package, and as a result of the MNP work, that has changed the pie chart and so that, the pie chart that's in the package will be replaced with what is up on the screen right now. So is there any debate. Councillor Stewart.

CC Thank you chair. Just wondering if I can get some clarity over which colours are which, which are the blue, purple ones and which ones they relate to, quickly.

CI Sure.

CC Like the enhanced students' experience of [inaudible], and then, I'm just taking my time to see the colour coordination.

CI Okay, thank you Councillor Stewart. I think I can take that one. The dark purple in the top left, I believe, is enhancing, enhanced student experience. The blue box beside it looks to be dedicated advocacy, I can't see, I've got the same thing. Dedicated.

00:46:07

VO If I may, chair.

CI Sorry, can we just see the side of the screen, please. Dedicated advocacy. Okay, Vice President Operations and Finance.

VO Yes. I believe based on what I'm perceiving as well, our observation, the dark blue is the enhanced student experience. Green is connect to students, so it's going a bit counter-clockwise, apologies, chair. And then integration of the SAMU building, six percent, stewardship of resources, 23 percent, relations with our committee, four percent, commitment to sustainability, seven percent, and dedicated advocacy, 13 percent.

CI Thank you.

VO Thank you chair.

- CI Councillor Stewart, anything further?
- CC No, thank you chair.
- CI Thank you. Any other debate? Okay. The question is on the adoption of the motion to approve the SAMU 2018-2019 annual report. All those in favour.
- CR I'm in favour.
- 00:47:08
- CI Thank you. And opposed. Motion carries. Item 7.2. Councillor of the year award. This is exciting. We've got a secret ballot vote, and from what I understand you are to click the link, is that correct Alan? Click on the link in the package, and that will take you to the secret ballot vote and we will take.
- UM It's not working.
- CI It just got turned on, so try again.
- UF Thank you chair.
- CI [Inaudible.] Anyone still voting? Anyone still voting? I can't tell if you're voting or on Myspace, so... That was a dad joke.
- UF Myspace went out over ten years.
- CI I got, I got it. Okay. Last call for votes. Councillor Ruiz, you got your vote in?
- CR Yes, I did. Thank you chair.
- CI I like this disembodied voice that we have. Yes. Okay. I was going, there's so many jokes I could make today. But I'm not going to make them. 7.3. Contingency reserve fund. We have a motion. Vice President Operations and Finance.
- VO Thank you chair. Motion to approve a transfer of \$600,000 from the contingency reserve fund to the operating account.
- 00:49:11
- CI Thank you. And a second. Vice President Academic, thank you. It has been moved and seconded to approve a transfer of \$600,000 from the contingency reserve fund to the operating account. Is there any debate? Councillor Stewart.
- CC Thank you chair. So I do have a question in regards to this, in regards to, how come this wasn't budgeted for [inaudible], because from my understanding, the fact that spring and summer do not provide as much income, that's a regular occurrence, I was wondering how come you're requesting to take such a large amount from our contingency fund which I think only has around over \$800,000 in it. That's my question I guess.
- CI Thank you Councillor Stewart. Vice President.
- VO Thank you chair. It was brought to our attention by the director for finance that

every year, MacEwan, unfortunately, is delaying in the amount of the, and the fees, that we receive the payment from them, it gets later every year. So they realised that to cover expenses in the amount of \$600,000, we would require from the contingency fund which is reserved for to cover those expenses. As soon as we receive the fees, which would be very late in October as we anticipated unfortunately was not a solid date, that we would need to cover the expenses at this point in time. Thank you chair.

00:50:53

CI Thank you Vice President. Councillor Stewart, anything further?

CC Yes, thank you chair. I guess, from my understanding, so two quick things. From my understanding that money, once it is paid, will go back into the contingency fund. And then the other part, how do we prevent this from happening next year?

CI Thank you councillor. Vice President.

VO Thank you chair. That was the exact same question the executive committee had presented to the director of finance. Unfortunately at this point in time, there is between ourselves and MacEwan, no easy way to resolve this. It's what's been happening. If there is any potential to resolve this, that would be fantastic. Sorry, councillor, sorry, what was, sorry chair, was the councillor's other part of the question.

CI Thank you Vice President. Councillor Stewart, would you mind repeating the second part of your question?

CC Yes. Just, when we do get, receive that money, my understanding is that it's going to go right back into the contingency reserve fund.

CI Thank you councillor. Vice President.

VO Thank you chair. Yes. Absolutely. Any time that we make a motion that, or a request, that any money comes up. I'm still new to the position, but anytime that contingency is transferring money to one account to cover expenses or whatever the reason may be, it is always put back in the exact same amount as well. Thank you chair.

00:52:14

CI Thank you Vice President. Councillor Stewart, anything further?

CC That's fine, thank you chair.

CI Thank you. Councillor Drummond.

CD Thank you chair. My question was just to the Vice President Operations and Finance. I am just wondering about, I guess, the risk for the month that we're going to be missing, a month or so, that we're going to be missing \$600,000 in that fund. What SAMU's looking at to do to prevent the use of, how are they going to find money from elsewhere if there was other risk, or what they're doing basically to

cover that lack of funds in the meantime.

CI Thank you councillor. Vice President.

VO Thank you chair. Yes. I would love to look into, because that was the question all of the EC had as well, with regards to, okay, this is getting later in the game. This is happening, is there any way to resolve. I would like to, very much look at solutions to that as well. Because if it's becoming every, later every year, from 2016 to the present, it would be very beneficial that we did not have to address this in this manner.

00:53:20

VO And if we didn't have this as the director of finance pointed out, it would be because certain funds are restricted for certain accounts, and with regards to covering expenses, as outlined in the submission that those expenses just would not be covered at this point. And I would love to find a solution with regards to that. Thank you chair.

CI Thank you Vice President. Councillor Drummond, anything further?

CD That's all, thank you chair.

CI Thank you. Councillor Strayer.

CL There's no deadline when these things happen, but operations and organisations, but at the same time this has financial implications for us too. We lose interest revenue generated from that \$600,000 that essentially is being saved in this account. So that sets us back. I assume there's going to be a motion for that money back into the contingency reserve fund.

CI Thank you, Councillor Strayer. Vice President.

VO I believe so. I will double-check with the department. Thank you chair.

CI Thank you. Councillor Strayer, anything further.

CL No, just that we need to figure out a better solution to this.

00:44:25

CI Thank you. Any other debate. Okay. The question is on the adoption of the motion to approve a transfer \$600,000 from the contingency reserve fund to the operating account. All those in favour. Thank you. And opposed. Motion carries. Item eight. Consultation. Nothing there. Item nine. Evaluation. We'll give you, did you open it? Yes. It's open, the link is open, [silence]. Anyone still filling in the recognition form?

UM Yes, I am.

CI Boy, you can tell from the number those doing this. Okay. Anyone still filling out the evaluation? I can't tell if you're filling out the evaluation or binging things. No? Okay. Good. I got the all clear that we're good. Item ten. Recognition. We'll take

some recognition. President.

PR I want to recognise Councillor Ruiz for attending, still.

CI Others. Vice President Operations and Finance.

VO I wish to second that, and just to get a little personal, we miss you dearly Councillor Ruiz.

CI Vice President External

VE Thank you chair. I'd like to recognise our Vice President Student Life for doing an excellent job of exhibiting at Folk Fest. She's an example to all.

00:58:24

CI Others. Councillor, I can't remember your name, Hassan.

CH Unfair.

CI I can't see, like, this table. Sorry Councillor Hassan, this table is so big, and I'm like, in my advanced age, sometimes I can't see. I've actually requested that the font be increased in size. So one day you will be as old as I. And then you will know. Councillor Hassan.

CH Yes. I just want to recognise the representatives of the ECA. I didn't have the opportunity to attend the [unclear], but you guys were absolutely brilliant representing all of your different portfolios, so thank you for sharing that with your students I think they really appreciated it. The other thing that I can think of, every single report has said that you guys went above and beyond after the NSO [?] to connect with students as well, which I thought was really great, because I think the more you're out there bringing in students, the more they'll feel involved in our school, so thank you for doing that, thank you.

CI Others. Vice President Academic.

00:59:28

VA Thank you chair. Briefly, I want to recognise Councillor Vasquez and Councillor Dykes, because they helped me make committee appointments a huge success. I was trying to re-evaluate how I do committee and council appointments, and they're among the people who have been appointed to, for example, the Faculty of Arts and Science Council and the Information Technology Management Committee. And I'm very happy to say that they've attended everything that they've been signed up for, and most of the other students have as well. So thanks to them for volunteering, and I want to recognise them for making that time commitment as well.

CI Vice President External.

VE Thank you chair. I apologise for my little, I totally forgot. I'd like to recognise Councillor Stewart and Councillor Hassan. Thank you so much for running our first

councillor days on Facebook Live. You were so amazing. I watched, you answered both your questions brilliantly. Thank you so much.

CI Councillor Stewart

CC Thank you chair. I was wanting to recognise all of the execs for their work with the promo squad and just going after to talk to students. I think that's a super important part of all of our jobs and that's why I also wanted to also thank and recognise all of Students Council for their participation during our councillor days organised by the LEC, whether that was Councillor Hassan on the livestream or the other ones are even [unclear] who went around campus talking to students or Councillor Strayer, for standing on a table impromptu, in talking to students.

01:01:14

CC Or other councillors like Councillor Dykes and others who went out and were talking to students that day. It's super important that we do that. The next one is on the fourth, Thursday, I'm guessing that's next Thursday, if you have time to spend an hour, or how much time you've got that day or any day, but that's going to be our councillor day time, to connect with students, let them know what's happening, encourage them to run and be involved in student council or come to our meetings, or all of the above, I just think that's so important and I want to recognise everyone for participating.

And as well as I'm mentioning, as well as the EC for going above and beyond with their other outreach efforts. Thank you.

CI Other recognition. No. Councillors, I want to recognise you. Meaty agenda today, very good questions, for the MNP presentation on the audited financials. Better questions than I've heard at many professional boards that I sit on, so congratulations to you for that and for moving through what I think was a pretty significant agenda in a reasonable amount of time. So, Item 11. Adjournment. We need a motion. Someone who hasn't spoken. Vice President Student Life.

VS I move to adjourn.

CI Great. Thank you. This motion only requires one mover. It is not debatable. All those in favour of adjourning. Thank you. And opposed. Motion carries, this meeting is adjourned. [Overtalking]

01:03:03