

**Agenda for the Students' Council Meeting of the
Students' Association of MacEwan University
September 18, 2019 at 6:00pm in room #7-218**

In Attendance:

Cole Baker, Vice President External
vacant, Councillor
Ruan Bouwer, Councillor
Rachelle Drummond, Councillor
Myles Dykes, Councillor
Ahsan Hassan, Councillor
Jaden Melech, Councillor
Kiran Mirza, Councillor
Spencer Newton, Councillor
Ryley Osadchuk, President
Luis Ruiz, Councillor
Michael Simpson, Councillor
Aubrianna Snow, Vice President Student Life

Alycia Stewart, Councillor
Kent Strayer, Councillor
Andrea Turner, Vice President Operations
Stephan Vasquez, Councillor
Sean Waddingham, Vice President Academic
Matthew Yanish, Councillor

SAMU Officials and Council Support:

Timothy Jobs, Chair
Alan Honey, Governance Advisor
Madeline Beard, 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 SEPTEMBER 18, 2019

2.2 MOTION

TO APPROVE THE MINUTES OF AUGUST 21, 2019

3. Presentations

3.1. MNP – SAMU Audited Financials

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. SAMU Audited Financials

4.2. Executive Committee Minutes

Minutes of August 7, 19, 21, 28, September 4, 6, & 10, 2019 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

Topics include:

6. In Camera Period

7. Motions & Business Orders of the Day

7.1. SAMU Annual Report

MOTION TO APPROVE THE SAMU 2018-2019 ANNUAL REPORT
VPO/

FAVOUR:

OPPOSE:

7.2. Councillor of the Year Award

* Secret ballot vote.

<https://forms.gle/VVPHR9BCVj4PmWFS9>

7.3. Contingency Reserve Fund

***MOTION TO APPROVE A TRANSFER OF \$600,000 FROM THE CONTINGENCY RESERVE
FUND TO THE OPERATING ACCOUNT***

VPO/

FAVOUR:

OPPOSE:

7.4.

8. Consultation

8.1

9. Evaluation

9.1. <https://forms.gle/u9o23rQmWBfG4zsE9>

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: October 16, 2019

Meeting adjourned at

**Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
August 21, 2019 at 6:00pm in room #7-297E**

In Attendance:

Cole Baker, Vice President External
Ruan Bouwer, Councillor
Rachelle Drummond, Councillor
Myles Dykes, Councillor
Jaden Melech, Councillor
Kiran Mirza, Councillor
Spencer Newton, Councillor
Ryley Osadchuk, President
Luis Ruiz, Councillor
Aubrianna Snow, Vice President Student Life
Alycia Stewart, Councillor

Kent Strayer, Councillor
Andrea Turner, Vice President Operations
Stephan Vasquez, Councillor
Sean Waddingham, Vice President Academic
Matthew Yanish, Councillor
vacant, Councillor

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

Absent:

Ahsan Hassan, Councillor
Michael Simpson, Councillor

Meeting called to order at 6:05pm.

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 AUGUST 21, 2019

YANISH/NEWTON

CARRIED

2.2 MOTION

TO APPROVE THE MINUTES OF JULY 17, 2019

STRAYER/STEWART

CARRIED

3. Presentations

4. For Information

4.1. Reports

4.1.1. President

As presented.

4.1.2. Vice President Academic

Committee recruitment update; MacEwan International club funding.

4.1.3. Vice President External

SC team building:

4.1.4. Vice President Operations & Finance

Facilities Advisory Committee meeting; NSO update;

4.1.5. Vice President Student Life

WUSC conference – SRP update;

4.1.6. Students' Council Review Committee

As presented.

4.1.7. Audit Committee

Exec committee reports were very good.

4.2. Executive Committee Minutes

Minutes of July 10, 17, 24, and 31, 2019 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

Topics include: potential for an all parties debate; SAMU building; Bylaws & Policy Committee; SCRC recommendation on written questions;

6. In Camera Period

7. Motions & Business Orders of the Day

8. Consultation

9. Evaluation

9.1. <https://forms.gle/Tm4pJ72hxeesppe9>

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Bouwer

Carried

Next Meeting Date: September 18, 2019

Meeting adjourned at: 6:35pm

Students' Council Report

President
September 12, 2019

Projects & Initiatives

Promo Squad

The Executive Committee made efforts to engage with students on the first week of school by participating in Promo Squad. We handed out plenty of resources to students over the first week, including, but not limited to, the following: My Wellness resource, agendas, Be Book Smart campaign material, Get out the Vote (GOTV) campaign material, and students' council nomination packages.

Committees

Leadership and Engagement Committee

On August 17th, the Leadership and Engagement Committee planned a team building activity: a tour of the Royal Alberta Museum and eat a meal at Padmanadi. Nine (9) students' council members attended.

On September

Sexual Violence Prevention and Education Committee (SVPEC)

I attended the SVPEC's fall retreat, in which we finalized the terms of reference (TOR) of the committee and discussed future initiatives.

Board of Governors

On September 11th, the VP Operations and Finance and I attended a full-day training session to familiarize us with relevant material for our term on the Board of Governors.

Other Business

New Student Orientation (NSO)

On August 21st, I attended a meeting to finalize SAMU's involvement in NSO. On September 3rd, the Executive Committee presented at NSO and subsequently helped out with resource tabling in the multi-purpose room (MPR) with the rest of SAMU.

Convocation Coordinator Interviews

I, alongside three (3) other folks from administration, interviewed four (4) candidates for the temporary Convocation Coordinator position with MacEwan. The selection committee came to a decision and are in the process of hiring the selected candidate.

Meeting with MLA Deron Bilous

The VP External, Advocacy Coordinator, and I attended this meeting. Please refer to the VP External's report for more details about this meeting.

Convocation Planning Meeting

I attended this meeting as a student representative. Honestly, nothing exciting happened. Details of fall convocation were confirmed, but that's about it.



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Residence Move-In Event

The VP External, VP Student Life, VP Operations and Finance, and I volunteered as greeters for residence move-in. I had the opportunity to speak with students and welcome them to the MacEwan student community.

Residence Amazing Race

The VP External, VP Student Life, VP Operations and Finance, and I participated in this event. We set up a table in front of the SAMU office and promoted Get Out the Vote (GOTV), took them on a tour of the office, and ended the tour in the students' lounge, where poster boards were set up, containing blue prints and sample textiles that will be in the new SAMU Building.

Understanding Alberta's Fiscal Future Presentation

The VP External, Advocacy Coordinator, and I attended this presentation, wherein The Minister of Finance, Honorable Travis Toews, presented the findings of the Mackinnon Report. Please refer to the VP External's report for further details about this presentation.

Meeting with Board of Governors Chair

On September 9th, I attended a preliminary introductory meeting with Carolyn Graham, the Board of Governors Chair, and John McGrath, Acting President of MacEwan University.

Meeting with Councillor Scott McKeen

The VP External, Advocacy Coordinator, and I met with Scott McKeen and delved into explaining the programs and services SAMU provides students with. Then we discussed issues prevalent to SAMU and the student experience. Please refer to the VP External's report for more information about this meeting.

In Solidarity,
Ryley Osadchuk

Students' Council Report

Vice President Academic September 18, 2019

Greetings Council,

Below is my report detailing what has happened between August 21st and September 12th.

Committees

General Faculties Council Executive Committee (GFC EC)

GFC EC met in August and in early September to discuss the giant project that is reforming GFC's membership, standing committees, and policy submission processes. As mentioned in my last report, the 2019/20 year is going to involve a process of figuring out a) which additional committees are needed, b) how committees report and make submissions to GFC, and c) how committees will be composed. In our August meeting, we mainly went over composition, determining the GFC EC membership. As part of composition, we discussed how standing committees should eventually be populated by at least 50% GFC members and each standing committee's chair should sit on GFC EC. Other topics included endorsing the freedom of expression statement, GFC bylaws (e.g. abstentions), and GFC EC terms of reference (increase # of faculty members). In the September meeting, we discussed the details of what GFC EC's role is in relation to GFC, began to make appointments to the three standing committees of GFC, and approved the agenda for GFC's upcoming first meeting of the 2019/20 term. I can guess what you're thinking; there's a lot going on in academic governance reform!

Research Ethics Board & Animal Research Ethics Board (REB & AREB)

The other board members and I completed the "Tri-Council Policy Statement on Research Ethics" and "Canadian Council of Animal Care Standards" modules and testing so that we are qualified to sit on the two boards. The first meetings of both boards took place, in which I was happy to see that all student members were present and engaged. REB was a typical meeting (approving a research project), but AREB discussed the audit that MacEwan is facing this year from CCAC, a review that occurs every 6 years.

Faculty of Arts and Science Dean Search Committee

I attended another FAS dean search committee, where our hiring firm representative unveiled the documents she had compiled from weeks of consultation with stakeholders around the university, including students.

Policy Advisory Group (PAG)

I had to send my regrets for PAG in order to attend REB.

Information Technology Management Committee (ITMC)

I attended my first ITMC, in which the majority of the discussion took place around the issue of reducing computer hardware costs, mainly by increasing the lifespan of how long MacEwan keeps computers before replacing them. Also, internet infrastructure upgrades were discussed.

Student Systems Joint Operations Committee (SSJOC)

SSJOC went over the various projects and timelines of student systems related to "Enterprise Resource Management 6.0". There are many exciting online tools being developed for students! Thank you to the councillors who submitted ideas about other projects and improvements.

Procedures Sub-Committee

I sat on one of the two SAMU committees that I'm a part of. We reviewed some procedures and proposed changes.

Committee Appointments

Thanks to the student councillors and others who have applied, I have now appointed students to all committees except for the following: Faculty of Fine Arts and Communications Council, and Health and Community Studies Council. These two have had no volunteers come forward so I am actively searching out students to sit on them before they have their first meetings later this month. If you know students in FFAC or FH&CS, please let them know of this opportunity. However I am pleased to report that, in the other committees, every student member has attended every meeting so far in the first few weeks of the year! This is a welcome change of pace from last year.

Other Business

Provost Meeting – Freedom of Expression Statement

Our VP External and I consulted with the Provost around the freedom of expression statement that has now been finalized and endorsed by GFC EC. We passed forward the comments made by student councillors and were happy to see that some of the same ideas have already been incorporated.

MacEwan International Travel Grant Meeting

I met with MacEwan International's Kimberly Howard to discuss the topic of extending the international travel grant to SAMU student groups. Although I am pleased that at least one student group is now eligible, I hope that others will be granted that status in the future. I learned that the approval process involves the deans of all five faculties, and that their next review of the terms of reference will be this winter.

Giving Campaign Meeting

I met with Frankie Billingsley from student financial aid to discuss the giving campaign. Frankie shared some data with me about the financial struggles of MacEwan students and Canadian students in general, and I discussed my idea to present at GFC in the winter term about Open Textbooks, student financial need, and the giving campaign that her office is conducting.

New Faculty Orientation – Student Panel #2

Most of the EC team had another opportunity to tell MacEwan's new faculty hires about what to expect from our students and what students like to see in their classes, assignments, and lectures.

Phoenix Open Education Conference Booked

I worked with our governance advisor Alan to book my trip to Phoenix, AZ to attend the largest Open Educational Resource conference in North America. I have devised a plan to compile a report on this conference and compare it to the NE OER conference, to determine which would be preferable for future VPA's. It really comes down to whether it's better to attend a conference early in their term, or better to attend a larger conference with more wide-ranging information.

New Student Orientation

I got the chance (along with all EC) to speak at NSO up on the stage in front of all our new students, which was a great opportunity to inform them of what SAMU does for students. Further, our VP External and I had a table on governance and advocacy, and I gave a lot of students advice related to our Be Book Smart campaign while giving them the campaign's bookmarks. The new students were eager to learn about what we do at SAMU, and about ways to reduce their textbook costs!

Annual Academic Conduct Meeting

Statistics about academic misconduct were shared at a meeting chaired by Dr. Paul Sopcak from the student conduct office. The data looks promising, as incidents of cheating are going down steadily. I also

had the chance to present to the faculty adjudicators about what we do at SAMU for students facing disciplinary action, and we all discussed strategies for reducing academic misconduct moving forward.

Griff Interview

I answered a few questions for the Griff about the Be Book Smart campaign, how students can reduce their textbook costs, and the abysmally high cost of books for the undergraduate student.

President Search Town Hall

The majority of EC and one student councillor attended this town hall, in which I voiced the importance of the sections of MacEwan's institutional strategic plan draft (ISP) which focus on the student experience. The new president has authority over the ISP and it is my hope that the sections on students remain much the same as they currently are.

Grand Opening Meeting

We had an internal SAMU meeting to discuss our building's grand opening! We've started by compiling a list of who should be invited to our grand opening day, including politicians, past EC members, MacEwan admin, SC members, and others.

Closing Remarks

I was warned about how busy September would be from past EC, and I've got to agree! It's been a hectic couple of weeks where the days just fly by and there never seems to be an end to the work. Even though I've had to work overtime, though, I really enjoy being so engaged on campus and so useful to the student body. It's a high stakes job at times but its payoff is never clearer than when students are on campus!

The one take-away I want to leave with everyone who's reading this is that I believe my committee reform project has started to show significant signs of success. The students who I have appointed are aware of the demands of the committees they sit on, and its indicated by the high attendance and excellent attention of all our student members so far. I will work to ensure this continues and, when recruiting again in the winter semester for next year, I hope to leave the next VPA with a slate of dedicated students just like I have right now.

Sean Waddingham
Vice President Academic – 2019/2020
Students' Association of MacEwan University

Students' Council Report

Vice President External September 18, 2019

Councillors, I've outlined in this report my actions since our previous meeting. I hope it finds you well.

Events/Conferences

Residence Move-in Event

I helped new residence folks move in and welcome them to MacEwan!

Residence Orientation Speaker

I spoke at residence orientation and shared some of SAMU's programs and services. I also encouraged them to pledge to vote in the upcoming Federal election!

New Faculty Orientation

Myself and other EC members attended NFO to share some of the student perspective to new faculty.

Residence Amazing Race

EC and myself welcomed new residents by giving them a tour of SAMU, showing them building sketches, and encouraging them to pledge to vote.

New Student Orientation

EC spoke at NSO and I spoke specifically to peer support and our student advocacy office. I also had the honour to premiere our "My First Time" video and encouraged folks to pledge to vote.

Understanding Alberta's Fiscal Future with Hon. Travis Toews

I attended the Chamber of Commerce meeting where the Minister of Finance discussed the MacKinnon Report.

Alberta Primetime Interview

I was interviewed regarding our Get Out The Vote campaign. We talked about how millennials are anticipated to be the largest voting blocks.

President Search Town Hall

I attended the townhall and shared what students may like to see in the next President of MacEwan.

The President and myself attended this townhall to hear any concerns from post secondary students, parents, or staff in regard to the upcoming budget.

Meetings/Committees

Meeting with the Provost

The VP Academic and I attended a meeting with the provost to share the results of Students' Council's consultation re: Draft Freedom of Expression Statement. He was very receptive and made changes on our behalf which will be reflected in the policy.

CAUS Teleconference

I attended the CAUS teleconference which we have to update and information share with other institutions.

National Advocacy Committee

We, the Canadian Alliance of Student Association members who are a part of NAC, discussed some of our strategy for the year and how we can ensure proper transition and institutional memory for the next folks to come in our position.

MLA Deron Bilous

We met with Mr. Bilous and chatted regarding our CAUS and SAMU priorities.

Students' Council Review Committee

SCRC met and had a productive meeting where we discussed the feedback of providing time in between oral reports and question period.

Meeting with Myrna Khan

We discussed potential transit issues and we also discussed the Minister of Advanced Education's visit to MacEwan.

Edmonton Student Alliance Priority meeting

As chair of the ESA, we approved our new charter and decided our priorities for the year.

Meeting with Councillor Scott McKeen

We met with Councillor McKeen and discussed some of our municipal priorities. Additionally, we discussed SAMU's value, programs & services, and building.

Closing Remarks

I hope everyone is settling into their new class schedules with ease. This month, I've watched the dynamic of my job grow as students fill the hall. I'm excited to see how my position grows! I am also very pumped about our Get Out The Vote campaign! If you have made it this far, please email me the word "abscond"! Looking forward to seeing you all at our meeting next week.

Cheers,

Cole Baker, Vice President External
Students' Association of MacEwan University
savpexternal@macewan.ca

Students' Council Report

Vice President Operations & Finance

September 18th, 2019

Hi Everyone! Here is my report from our last meeting in August to September 12, 2019. Thank you for taking the time to read it.

Projects & Initiatives

SAMU Building

With regards to our building since the last Student Council session, I have had SAMU Risk Committee meetings, Bi-Weekly Building Meetings, and our SAMU Building Operational Transition Planning Workshop, as well as further discussions about the creation of the Schedule "C" Committee.

The continuing potential risks to watch for is the number of workers on the site, ensuring security officers new and returning are up to date on the training for patrolling the building, and watching for work hazards - which is always a potential in a job of this magnitude. Everything is pretty status quo, and it is full speed ahead as we are getting closer to the end.

I am excited to inform folks that areas of the building are getting painted and being ensured they are dust-free as sections get completed. When I hear of areas getting more flooring and tiles being put in, that is always great news too. The jobs for completion on the third and second floor are getting done the fastest.

The north side for the loading docks will be closing in more, but have an opening remaining for the furniture, fixtures and other equipment being installed in our building in less than a couple of months. The last of the windows on the west side facing 109 street should be completed very quickly, closing things up at that end.

In addition, I sat in on my first session about the Grand Opening for the building with our Directors of Marketing and Programs and Services along with VP Student Life, and VP Academic. It was when I sat in on that meeting I realized of how quickly the *real beginning* of our building is approaching us.

The past few meetings regarding the soon-to-be Schedule "C" Committee which is being created in part our Operational Agreement in the lease with MacEwan are coming to an end. Members are comprised of MacEwan staff and SAMU members and we are just finishing up the Terms of Reference (TOR) for it.

On a more fun note. We were originally supposed to be passed a digital mockup of our furnishings and the layouts of the building. In the end our consultant at AllWest furnishings did several boards to give us a better visual. This has been beneficial in that I have been able to showcase these to the students at NSO and Amazing Race to see what their new building is going to look like.

Committees

Procedures Subcommittee of SAMU

Went to my first Procedures Subcommittee with our VP Academic, where we are looking at amendments to some of our procedures. Few of those are being brought forward to EC soon. There are a couple that require more in depth conversation before we can move forward.

Student Systems Joint Operations Committee (SSJOC)

With our VP Academic I attended my first meeting for SSJOC, where I got to learn more of the technical aspects of our university. The work they are doing to help improve the navigations of the tech realm with so much going digital now, as well as the work they do for our university, is a great learning curve for me. I was excited to be learning a wealth of information (all completely new to me), and how their projects/work aids the student body.

Other Business

SAMU Meetings

I have had my usual monthly meetings with SAMU Staff, and one-on-one's with our general manager, our SAMU President, and fellow EC's, and Director's.

I also had an chance to discuss with Marketing of how to do Social Media Takeovers at events, which is something fun and new to learn. As well as learn from our Director of Special Projects about Enhanced Reporting.

Gallivan Representative Meet & Greet

Our new representative down at the benefits desk in the SAM Centre comes to us from Concordia, where she worked as a Gallivan representative there as well. She is familiar with engaging students and marketing their Health and Dental Benefits, including a lot of experience with MyWellness. She comes to us with great ideas, and is excited for the opportunity to be working with us in such a collaborative capacity than she has ever experienced before. If you ever wish to meet her, head on down to the SAM Centre!

Student Engagements

I have been able to prep and execute some fun student engagement periods, including revisiting my Promo Squad days in an EC capacity one afternoon. This is a goal I had wished to fulfill in this position and am pleased with the kick start both I, and, my fellow EC's got on this. Students have been receptive to the engagements and the information so far. Exciting times!

My first few outings have been with the focus of Health & Dental and Student Council. People have even needed a hand with regards to navigating health and dental, whether this is regarding the information on their benefits, or needing assistance of how to opt-out. I am glad I am able to assist in those moments.

Adding to that, the reception to MyWellness particularly with the online counselling feature, and, using their \$500 benefit from Psychological/Social Work toward it, has had positive response. A comment on the MyWellness from a student which was both a critical and excited take was: "Where was this before? Why was this only implemented now?" It was great! The reception has not just been on my engagements, but also at NSO.

Speaking of which: I also want to give a BIG THANKS to our Student Councillors who came out to NSO and Councillor Days to have fun engagements with the student body. What a great turn out!

Despite my being an Internal Affairs EC member, I have been very fortunate in the amount of time I have been able to spend with new and returning students, and even helping to connect folks with one another.

Facebook Live

As some of you know I am a volunteer down at RoundHouse in Allard Way and was able to bridge SAMU Marketing and RoundHouse in order to give our Student Councilors who participated in the Facebook Live Feed a private space to relax and engage with MacEwan students in a fun, innovative way. Huge thank you and a big hurray to our Councillors who took the time to connect with our peers that day!

ORMAG

ORMAG has been a real work-in-progress. From assessing our risks from a departmental level, to an organizational level, and to the expectations of how SAMU manages the risks we perceive within the framework that is being created. This is ongoing, and I am grateful I get to be a part of this working group at this time, right before our building opens.

Board of Governors.

Now that I am appointed to the Board of Governors, orientation and training has been happening. I will know soon which committees I will be assigned, and, will even be sitting in on my first sessions for those committees before the end of the month. This includes my next BOG meeting.

Retreat

EC's met with our Governance Advisor to begin discussions of our mid-year retreat. Time flies! November is coming fast isn't it?!

Events

I have had the amazing opportunities as EC to participate at NSO, greet students who are living in residence on their move-in day as well as be one of their stops/stations for their Amazing Race with the other EC's.

And, attend the Treaty Marker Unveiling outside kihew waciston's new space.

Closing Remarks

In between meetings and events I have been prepping the Campaign 101 Workshop, and attending to normal day to day operations and duties with finance and administration. Meanwhile ensuring I am on top of my work with my online class too!

I hope everyone's classes are treating them well and the course load is not too crazy for you.

Many thanks to our Councillors, new students, returning students and friends who have stopped by the office, or even chatted with me in the hallways to let me know how they are doing, in addition to any questions or concerns they have.

Good luck in the first month everybody! YOU GOT THIS!

In Solidarity,
Andrea Turner

Students' Council Report

Vice President Student Life September 18th, 2019

Happy Academic New Year, Councilors!

Below is my report detailing events that occurred between August 14th and September 9th, for your viewing pleasure.

Projects & Initiatives

Ending Sexual Violence

I was given the wonderful opportunity to be a part of the newest iteration of MacEwan's Ending Sexual Violence campaign by the Office of Sexual Violence Prevention, Education, and Response. My involvement consisted of being photographed for the material aspect of the campaign and sharing my knowledge about sex positivity with MacEwan's communications team for further promotion. I look forward to seeing the campaign launch during Sexual Violence Awareness Week in October!

Spirit Bear Dialogues [Sexual Violence Awareness Week]

I continue to prepare for my role as moderator in this panel discussion of Indigenous resilience and resistance. All panelists have now been confirmed, and the committee is working on planning the logistics of the event. I am very excited to bring the perspectives of the panelists to students in this timely discussion of Indigenous womxn's and Two-Spirit issues.

Sex Week

This will be the last update on Sex Week for a while. Planning is mostly complete as we move into discussions of smaller details, and I'm looking forward to reviving Sex Week for MacEwan students. Sex Week in its original form was a very meaningful initiative for me as a student, so I'm excited to see the response to my interpretation of the week!

Committees

Equity, Diversity, and Inclusion Committee

I attended the first meeting of MacEwan's Equity, Diversity, and Inclusion Committee. Discussions included possible directions and outcomes for the group, as well as the establishment of a Terms of Reference. I look forward to seeing what work emerges from this committee as MacEwan strives to take a leading role on equity and inclusion in post-secondary.

University Students Offering Leadership on Violence Elimination (USOLVE)

On August 29th, I took part in a full day of training for the USOLVE Committee. This was an excellent chance to brush up on my knowledge of sexual violence in a postsecondary context and to learn more about how best to support victims and survivors. The new crop of USOLVE members came up with some excellent ideas for projects and events to take place in the 2019/2020 year. I'm very excited to be serving on this committee in my current capacity, as my passion for USOLVE during my time as a student member was a significant part of what led me to my role as VPSL.

Other Business

Residence Move-In

Most of Executive Committee, including myself, participated in this year's Residence Move-In event. It was a chaotic day of being on our feet, greeting students, and helping them to navigate the registration system. It was also a great chance to socialize with some of our newest students and to learn more about the work that Residence does.

Residence Opening Ceremony

Our VP External and I spoke to this year's residents at the Residence Opening Ceremony, where we discussed some of our upcoming events and our unique experiences of being heavily involved on campus.

Residence Amazing Race

I, along with the rest of EC, helped to occupy SAMU's station of the Residence Amazing Race. Not only did we get to show students our space and discuss our services, but we also got a ton of pledges for our VP External's Get Out the Vote campaign.

Services for Students with Disabilities (SSD) Welcome

I was invited to speak at the SSD welcome on behalf of SAMU. I spoke about our upcoming events and initiatives and shared some Ye Olde Wisdom. I then participated in a boothing event where our lovely Events Assistant and I got to talk one-on-one with students.

New Student Orientation (NSO)

I joined the rest of EC on stage for NSO to talk about our programs and services. It was an enormous audience, and folks seemed to be relatively engaged (we love to see it). I then manned the health and dental station for the resource fair section of the day. I loved getting to interact on a face-to-face level with students, and we had some meaningful conversations about health, dental, and our expansion with MyWellness.

Closing Remarks

I can't believe we're already into September! Us EC members are quickly approaching the halfway mark in our terms, and that fills me with a healthy mix of accomplishment and dread. This has been an incredibly busy month and I'm looking forward to things slowing down a bit so that I can really focus on some of the more substantial deskwork that comes along with this job. I'm sure you can all relate as you settle into your fall semester classes.

I hope you're having a great start to your academic year – as always, please reach out to discuss the contents of my report or anything at all! I'd love to see your gorgeous faces!

Best wishes,

Aubrianna Snow
Vice President Student Life
Students' Association of MacEwan University



Students' Association of Grant MacEwan University

2019 | Audit Findings
Report to Students' Council
June 30, 2019



Patrick Moore, CPA, CA
Phone: (780)-453-5399
Email: patrick.moore@mnp.ca



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OVERVIEW

We are pleased to submit to you this Audit Findings Report (the “Report”) for discussion of our audit of the financial statements of Students’ Association of Grant MacEwan University (the “Association”) as at June 30, 2019 and for the year then ended. In this report we cover those significant matters which, in our opinion, you should be aware of as members of Students’ Council.

As auditors, we report to the members on the results of our examination of the financial statements of the Association as at and for the year ended June 30, 2019. The purpose of this Report is to assist you, as members of Students’ Council, in your review of the results of our audit.

This Report is intended solely for the information and use of Students’ Council and management and should not be distributed to or used by any other parties than these specified parties.

We appreciate having the opportunity to meet with you and to respond to any questions you may have about our audit, and to discuss any other matters that may be of interest to you.

ENGAGEMENT STATUS

We have substantially completed our audit of the financial statements of the Association which has been carried out in accordance with Canadian generally accepted auditing standards and are prepared to sign our Independent Auditor’s Report subsequent to completion of the following procedures:

- Receipt of outstanding legal confirmation letter;
- Receipt of the signed management representation letter;
- Discussion of subsequent events with Students’ Council; and
- The Student Council’s review and approval of the financial statements.

No significant limitations were placed on the scope or timing of our audit.

INDEPENDENT AUDITOR’S REPORT

We expect to have the above procedures completed and to release our Independent Auditor’s Report following the approval of the financial statements.







Our independent auditor’s report will provide an unqualified opinion to the members. Our Independent Auditor’s Report will include a paragraph with respect to “other information” which outlines MNP’s responsibilities with respect to the Association’s annual report. A draft copy of our proposed Independent Auditor’s Report has been provided as additional materials to this report. The matters disclosed in the Independent Auditor’s Report are discussed further in the relevant sections of the Report.





AUDIT

MNP'S AUDIT PROCESS

Our audit was carried out in accordance with Canadian generally accepted auditing standards and included a review of all significant accounting and management reporting systems, with each material year end balance, key transaction and other events considered significant to the financial statements considered separately.

SIGNIFICANT AUDIT, ACCOUNTING AND REPORTING MATTERS

AREA		COMMENTS
	CHANGES FROM AUDIT SERVICE PLAN	<p>There were no deviations from the Audit Service Plan previously presented to you.</p> <p>MNP provided assistance to reconcile opening net assets.</p> <p>The Association's chart of accounts changed from the prior period. MNP updated our file accordingly.</p>
	FINAL MATERIALITY	Final materiality used for our audit was \$265,000, using revenue as a base.
	IDENTIFIED OR SUSPECTED FRAUD	While our audit cannot be relied upon to detect all instances of fraud, no incidents of fraud, or suspected fraud, came to our attention in the course of our audit.
	IDENTIFIED OR SUSPECTED NON-COMPLIANCE WITH LAWS AND REGULATIONS	Nothing has come to our attention that would suggest any non-compliance with laws and regulations that would have a material effect on the financial statements.
	MATTERS ARISING IN CONNECTION WITH RELATED PARTIES	No significant matters arose during the course of our audit in connection with related parties of the Association.
	GOING CONCERN	No events or conditions were identified that may cast significant doubt on the Association's ability to continue as a going concern.

	AUDITOR'S VIEWS OF SIGNIFICANT ACCOUNTING PRACTICES, ACCOUNTING POLICIES AND ACCOUNTING ESTIMATES	<p>The application of Canadian accounting standards for not-for-profit Associations allows and requires the Association to make accounting estimates and judgments regarding accounting policies and financial statement disclosures.</p> <p>As auditors, we are uniquely positioned to provide open and objective feedback regarding your Association's accounting practices, and have noted the following items during the course of our audit that we wish to bring to your attention.</p> <p>The accounting policies used by the Association are appropriate and have been consistently applied.</p>
	FINANCIAL STATEMENT DISCLOSURES	The disclosures made in the notes to the financial statements appear clear, neutral and consistent with our understanding of the entity and the amounts presented in the financial statements.
	SIGNIFICANT DEFICIENCIES IN INTERNAL CONTROL	While our review of controls was not sufficient to express an opinion as to their effectiveness or efficiency, no significant deficiencies in internal control have come to our attention. We have issued a letter to management containing our comments with respect to accounting matters and enhancement of controls.
	MATTERS ARISING FROM DISCUSSIONS WITH MANAGEMENT	There were no significant matters discussed, or subject to correspondence, with management that in our judgment need be brought to your attention.

SIGNIFICANT RISK AREAS AND RESPONSES

SIGNIFICANT RISK AREA	RESPONSE
Revenue recognition – general risk with respect to revenue recognition	MNP confirmed the student fees earned by the Association with Grant MacEwan University.
Deferred revenue – completeness and accuracy	MNP recalculated deferred revenue based on relevant inputs.
Health and Dental – incurred but not reported claims	MNP assessed management's assumptions in the determination of the IBNR accrual.

OTHER AREAS

AREA	COMMENTS
AUDITOR INDEPENDENCE	We confirm to Students' Council that we are independent of the Association. Our letter to Students' Council discussing our independence is included as part of the additional materials attached to this report.
MANAGEMENT REPRESENTATIONS	We have requested certain written representations from management, which represent a confirmation of certain oral representations given to us during the course of our audit. This letter, provided by management, has been included as additional material to this report.
SUMMARY OF SIGNIFICANT DIFFERENCES	Some significant differences were proposed to management with respect to the 2019 financial statements. A summary of significant differences has been included with this report.
OTHER INFORMATION	<p>Management is responsible for the other information. The other information comprises the information included in the annual report.</p> <p>Our opinion on the financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.</p> <p>In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.</p> <p>The annual report is expected to be made available to us after the date of auditor's report. If, based on the work we will perform on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact to those charged with governance.</p>

SUMMARY OF SIGNIFICANT DIFFERENCES

SIGNIFICANT ADJUSTED DIFFERENCES

DIFFERENCES NOTED, AND ITEMS AFFECTED	Statement of Financial Position	Excess of revenue over expenses
To adjust for IT Service Costs Incurred	(\$25,000)	(\$25,000)
To close balances in Health and Dental Accounts to revenue	(\$251,910)	(\$251,910)
To adjust 2019 deferred Health and Dental Revenue.	(\$66,791)	(\$66,791)
Total Adjusted Differences	\$(343,701)	\$(343,701)

SIGNIFICANT UNADJUSTED DIFFERENCES

DIFFERENCES NOTED, AND ITEMS AFFECTED	Statement of Financial Position	Excess of revenue over expenses
Variance in recalculation of deferred revenues – student fees	\$20,154	\$20,154
To adjust health and dental expenses to actual based on claims experience	(\$128,276)	(\$128,276)
To adjust incurred but not reported health and dental claims to estimated actual based on claims experience	\$34,874	\$34,874
Total Unadjusted Differences	\$73,248	\$73,248

The specific significant adjusted and unadjusted differences noted above are differences that we believe to be significant to Students' Council. A full list of all adjusted and unadjusted differences is available upon request.

Canadian generally accepted auditing standards require that we request of management and Students' Council that identified unadjusted differences be corrected. We have made this request of management, however based on both quantitative and qualitative considerations management has decided not to correct those identified differences that remain unadjusted. We concur with management's representation that the unadjusted differences are not material to the financial statements and, accordingly, these unadjusted differences have no effect on our auditor's report.

INDEPENDENCE COMMUNICATION

(see attached)

September 18, 2019

Students' Council
Students' Association of Grant MacEwan University
Room 7-292, 10700 - 104 Avenue
Edmonton, AB T5J 4S2

Dear Council Members:

We have been engaged to audit the financial statements of Students' Association of Grant MacEwan University ("the Association") as at June 30, 2019 and for the year then ended.

CAS 260 *Communication With Those Charged With Governance* requires that we communicate with you matters that are significant to our engagement. One such matter is relationships between the Association and its related entities or persons in financial reporting oversight roles at the Association and MNP LLP and any affiliates ("MNP") that, in our professional judgment, may reasonably be thought to bear on our independence. In determining which relationships to report, the Standard requires us to consider relevant rules and related interpretations prescribed by the appropriate professional accounting body and applicable legislation, covering such matters as:

- (a) Holding a financial interest, either directly or indirectly, in a client;
- (b) Holding a position, either directly or indirectly, that gives the right or responsibility to exert significant influence over the financial or accounting policies of a client or a related entity;
- (c) Personal or business relationships of immediate family, close relatives, partners or retired partners, either directly or indirectly, with a client or a related entity;
- (d) Economic dependence on a client; and
- (e) Provision of non-assurance services in addition to the audit engagement.

We are not aware of any relationship between the Association and MNP that, in our professional judgment, may reasonably be thought to bear on our independence, which have occurred from July 1, 2018 to the date of this letter.

We hereby confirm that MNP is independent with respect to the Association within the meaning of the Rules of Professional Conduct of the Chartered Professional Accountants of Alberta as of the date of this letter.

This report is intended solely for the use of Students' Council, management and others within the Association and should not be used for any other purposes.

We look forward to discussing with you the matters addressed in this letter as well as other matters that may be of interest to you. We will be prepared to answer any questions you may have regarding our independence as well as other matters.

Sincerely,



Chartered Professional Accountants

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Students' Association of Grant MacEwan University
Financial Statements

June 30, 2019

Draft - for discussion purposes only

Students' Association of Grant MacEwan University

Contents

For the year ended June 30, 2019

	<i>Page</i>
Management's Responsibility	
Independent Auditors' Report	
Financial Statements	
Statement of Financial Position.....	1
Statement of Operations.....	2
Statement of Changes in Net Assets.....	3
Statement of Cash Flows.....	4
Notes to the Financial Statements	5
Schedules	
Schedule 1 - Schedule of General and Administrative Revenues and Expenses.....	10
Schedule 2 - Schedule of Programs and Services Revenue and Expenses.....	11
Schedule 3 - Schedule of Marketing and Communications Revenues and Expenses.....	12
Schedule 4 - Schedule of Retail Revenues and Expenses.....	13

Management's Responsibility

To the Members of Students' Association of Grant MacEwan University:

Management is responsible for the preparation and presentation of the accompanying financial statements, including responsibility for significant accounting judgments and estimates in accordance with Canadian accounting standards for not-for-profit organizations and ensuring that all information in the annual report is consistent with the statements. This responsibility includes selecting appropriate accounting principles and methods, and making decisions affecting the measurement of transactions in which objective judgment is required.

In discharging its responsibilities for the integrity and fairness of the financial statements, management designs and maintains the necessary accounting systems and related internal controls to provide reasonable assurance that transactions are authorized, assets are safeguarded and financial records are properly maintained to provide reliable information for the preparation of financial statements.

The Students' Council is composed primarily of Councillors who are neither management nor employees of the Association. The Council is responsible for overseeing management in the performance of its financial reporting responsibilities, and for approving the financial information included in the annual report. The Council fulfils these responsibilities by reviewing the financial information prepared by management and discussing relevant matters with management and external auditors. The Council is also responsible for recommending the appointment of the Association's external auditors.

MNP LLP is appointed by the members to audit the financial statements and report directly to them; their report follows. The external auditors have full and free access to, and meet periodically and separately with, both the Council and management to discuss their audit findings.

General Manager

Director of Special Projects

Draft - for discussion purposes only

Independent Auditor's Report

To the Members of Students' Association of Grant MacEwan University:

Opinion

We have audited the financial statements of Students' Association of Grant MacEwan University (the "Association"), which comprise the statement of financial position as at June 30, 2019, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at June 30, 2019, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information Other than the Financial Statements and Auditor's Report Thereon

Management is responsible for the other information. The other information comprises the information included in the Annual Report.

Our opinion on the consolidated financial statements does not cover the other information and will not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.

The Annual Report is expected to be made available to us after the date of auditor's report. If, based on the work we will perform on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact to those charged with governance.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian accounting standards for not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Edmonton, Alberta

Chartered Professional Accountants

Students' Association of Grant MacEwan University

Statement of Financial Position

As at June 30, 2019

	2019	2018
Assets		
Current		
Cash (Note 3)	5,052,662	960,841
Accounts receivable (Note 9)	1,884,083	297,983
Investments	696,911	5,255,309
Prepaid expenses and deposits	454,617	421,669
Inventory	20,612	20,612
	8,108,885	6,956,414
Capital assets (Note 4)	8,016,170	8,004,452
	16,125,055	14,960,866
Liabilities		
Current		
Accounts payable and accruals	1,523,245	1,428,445
Deferred revenue (Note 5)	889,880	803,924
Trust liabilities (Note 6)	157,750	166,425
	2,570,875	2,398,794
Line of credit (Note 7)		
Commitments (Note 11)		
Net Assets		
Invested in capital assets (Note 8)	8,016,170	8,004,452
Internally restricted - Building Fund (Note 8)	2,706,774	2,695,404
Internally restricted - Contingency reserve Fund (Note 8)	866,633	845,157
Internally restricted - Health and dental Fund (Note 8)	592,915	928,191
Internally restricted - Maintenance Fund (Note 8)	820,308	-
Internally restricted - SAMU Cares endowment Fund (Note 8)	396,754	-
SAMU/MacEwan major expenditures Fund (Note 8)	117,187	-
Unrestricted	37,439	88,868
	13,554,180	12,562,072
	16,125,055	14,960,866

Approved on behalf of the Students' Council

President

Vice President
Operations and Finance

The accompanying notes are an integral part of these financial statements

Students' Association of Grant MacEwan University
Statement of Operations
For the year ended June 30, 2019

	2019	2018
Revenue		
General and administrative <i>(Schedule 1)</i>	6,609,765	6,250,413
Programs and services <i>(Schedule 2)</i>	146,107	130,119
Marketing and communications <i>(Schedule 3)</i>	43,087	51,391
Retail <i>(Schedule 4)</i>	189,373	213,454
Total revenue	6,988,332	6,645,377
Expenses		
General and administrative <i>(Schedule 1)</i>	5,287,837	4,789,354
Programs and services <i>(Schedule 2)</i>	421,776	438,976
Marketing and communications <i>(Schedule 3)</i>	116,686	105,015
Retail <i>(Schedule 4)</i>	140,649	171,756
Total expenses	5,966,948	5,505,101
Excess of revenue over expenses before other items	1,021,384	1,140,276
Other items		
Foreign exchange gain (loss)	(937)	12,107
Amortization	(28,339)	(33,465)
	(29,276)	(21,358)
Excess of revenue over expenses	992,108	1,118,918

The accompanying notes are an integral part of these financial statements

**Students' Association of
Grant MacEwan University**
Statement of Changes in Net Assets
For the year ended June 30, 2019

	<i>Invested in capital assets</i>	<i>Building Fund</i>	<i>Contingency reserve Fund</i>	<i>Health and dental Fund</i>	<i>Maintenance Fund</i>	<i>SAMU Cares Endowment Fund</i>	<i>SAMU / MacEwan Major Expenditures Fund</i>	<i>Unrestricted</i>	<i>2019</i>	<i>2018</i>
Net assets, beginning of year	8,004,452	2,695,404	845,157	928,191	-	-	-	88,868	12,562,072	11,443,154
Excess (deficiency) of revenue over expenses	(28,339)	-	-	(335,276)	-	-	-	1,355,723	992,108	1,118,918
Purchase (disposal) of capital assets	40,057	-	-	-	-	-	-	(40,057)	-	-
Interfund transfer (Note 7)	-	11,370	21,476	-	820,308	396,754	117,187	(1,367,095)	-	-
Net assets, end of year	8,016,170	2,706,774	866,633	592,915	820,308	396,754	117,187	37,439	13,554,180	12,562,072

The accompanying notes are an integral part of these financial statements

Students' Association of Grant MacEwan University
Statement of Cash Flows
For the year ended June 30, 2019

	2019	2018
Cash provided by (used for) the following activities		
Operating		
Excess of revenue over expenses	992,108	1,118,918
Amortization	28,339	33,465
	1,020,447	1,152,383
Changes in working capital accounts		
Accounts receivable	(1,586,100)	(131,987)
Prepaid expenses and deposits	(32,948)	(154,279)
Accounts payable and accruals	94,800	1,138,812
Deferred revenue	85,956	73,191
Trust liabilities	(8,675)	(43,018)
	(426,520)	2,035,102
Investing		
Purchase of investments	(56,905)	(1,382,976)
Proceeds on disposal of investments	4,615,303	4,887,624
Purchase of capital assets	(40,057)	(5,864,003)
	4,518,341	(2,359,355)
Increase (decrease) in cash resources	4,091,821	(324,253)
Cash resources, beginning of year	960,841	1,285,094
Cash resources, end of year	5,052,662	960,841

The accompanying notes are an integral part of these financial statements

Students' Association of Grant MacEwan University

Notes to the Financial Statements

For the year ended June 30, 2019

1. Nature of operations

The Students' Association of Grant MacEwan University (the "Association") is a non-profit organization incorporated under the Post Secondary Learning Act (Alberta) without share capital. The goal of the Association is to provide opportunities that advance student success through advocacy and support services. The Association is exempt from income taxes. As the Association's revenues are derived from the MacEwan University (the "University") student body, it is economically dependent upon the University.

2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

Revenue recognition

The Association follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Student fees are recognized as revenue over the period for which services are delivered. Fees that relate to the portion of the university year that occurs subsequent to the Association's year end are recorded as deferred student fees. Revenue from programs and services are recognized as services are performed and collection is reasonably assured. Revenue from marketing and communications and retail sales are recognized at the time of the sale. Health and dental insurance fees are recognized over the coverage term.

Cash and cash equivalents

Cash includes balances with banks and investments with maturities of three months or less.

Investments

Investments are portfolio investments recorded at fair value for those with prices quoted in an active market, and cost less impairment for those that are not quoted in an active market. Changes in fair value are recorded immediately in the excess of revenue over expenses.

Inventory

Inventory is valued at the lower of cost and net realizable value. Cost is determined by the first in, first out method. Net realizable value is the estimated selling price in the ordinary course of business, less selling costs.

Capital assets

Purchased capital assets are recorded at cost.

Amortization is provided using the straight-line method at rates intended to amortize the cost of assets over their estimated useful lives.

	Rate
Computer equipment	3-4 years
Equipment	5 years

Contributed materials

The Association does not record the value of donated items and services, because of the difficulty in determining their fair market value (Note 9).

Students' Association of Grant MacEwan University

Notes to the Financial Statements

For the year ended June 30, 2019

2. Significant accounting policies (Continued from previous page)

Financial instruments

All financial instruments are initially recorded at their fair value, excluding financial assets and liabilities originated and issued in a related party transaction measured at their carrying or exchange amount in accordance with Section 3840 *Related Party Transactions* (refer to Note 9). At initial recognition, the Association may irrevocably elect to subsequently measure any financial instrument at fair value. No such election has occurred in the current year.

The Association subsequently measures investments in equity instruments quoted in an active market. All other financial assets and liabilities are subsequently measured at amortized cost.

Transaction costs and financing fees directly attributable to financial instruments subsequently measured at fair value are immediately recognized in the excess of revenue over expenses for the current period. Transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

The Association assesses impairment of all of its financial assets measured at cost or amortized cost when there is an indication of impairment. Any impairment which is not considered temporary is included in current year excess of revenues over expenses.

Measurement uncertainty

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period.

Accounts receivable are stated after evaluation as to their collectability and an appropriate allowance for doubtful accounts is provided where considered necessary. Provisions are made for slow moving and obsolete inventory. Amortization is based on the estimated useful lives of capital assets. Accounts payable and accruals includes an amount for unpaid health and dental claims estimated by management. The process of determining the provision necessarily involves risks that the actual results may deviate significantly from management's estimate.

These estimates and assumptions are reviewed periodically and, as adjustments become necessary they are reported in excess of revenue over expenses in the periods in which they become known.

Students' Association of Grant MacEwan University

Notes to the Financial Statements

For the year ended June 30, 2019

3. Restricted cash

The Association holds funds on behalf of various students clubs and programs in the amount of \$153,976 (2018 - \$163,805). The use of these funds must be approved by the individual student club or program and meet guidelines established by the individual organization raising the funds, while adhering to the bylaws and policies of the Association.

In addition, the Association has received funds for various programs, as described in Note 5, the use of which are restricted according to the terms of the contributions.

4. Capital assets

	Cost	Accumulated amortization	2019 Net book value	2018 Net book value
Building under construction	7,939,194	-	7,939,194	7,950,564
Equipment	201,324	180,017	21,307	31,485
Computer equipment	223,480	167,811	55,669	22,403
	8,363,998	347,828	8,016,170	8,004,452
			2019	2018
Opening net book value			8,004,452	2,173,914
Additions			40,057	5,864,003
Amortization			(28,339)	(33,465)
			8,016,170	8,004,452

5. Deferred revenue

	2019	2018
Health and dental fees	457,252	390,461
Student fees	231,373	238,300
Global Education Fund	161,698	119,670
Food bank	25,073	27,462
Events	8,650	7,200
Student Handbook	4,250	19,620
SAMU Cares	828	500
MacEwan University Foundation	756	711
	889,880	803,924

6. Trust liabilities

Trust liabilities are cash deposits held on behalf of student clubs. These cash receipts are treated as liabilities of the Association and are extinguished when cash is used for club purposes.

7. Demand Line of credit

The Association has access to a demand operating line of credit authorized to a maximum of \$100,000 (2018 - \$nil) and secured by a General Security Agreement in favour of the lender. The line of credit bears interest at prime plus 1.00%. As at June 30, 2019, the Association has not drawn on this facility.

Students' Association of Grant MacEwan University

Notes to the Financial Statements

For the year ended June 30, 2019

8. Restrictions on net assets

The Students' Council Finance policy requires that a Building Fund is used for the construction of the new student association facilities. Any expenditure of funds from the Building Fund must be approved by a Special Resolution of Students' Council, upon recommendation by the Budget and Finance Committee. Upon completion of the building, any excess funds from the building fund will be transferred to the Maintenance Fund.

The Maintenance Fund is maintained for future maintenance and improvements to the building. Expenditures from this fund will be reported to Students' Council.

SAMU/MacEwan Major Expenditures Fund is dedicated for major building expenditures as determined by the University or the Association according to the terms of the lease agreement (Note 11).

The SAMU Cares Endowment Fund is a fund managed by MacEwan University on the Association's behalf and annual proceeds are used to assist in funding bursaries for students who are in financial need. The bursaries are to help students and their families with financial assistance in the fall and winter terms.

Any excess revenue over expenses at year end, with the exception of health and dental amounts, will be allocated 70% to the Maintenance Fund, 20% to the SAMU Cares Endowment Fund, and 10% to the SAMU/MacEwan Major Expenditures Fund.

The Students' Council Finance policy also requires that a Contingency Reserve Fund be maintained for future operations during periods of financial distress. Association Policy requires that 5% of revenue earned from the Students' Association fee is allocated to the fund until the maximum is reached and maintained. The maximum amount is 25% of the prior year's budgeted operating expenses. If however, the budgeted operating expenses should decrease from the prior year, then the maximum amount shall remain unchanged. Contingency Reserve Fund expenditures can only be released for use upon unanimous approval from the Executive Committee, along with approval from the Students' Council. If the maximum amount has been reached, any excess shall be allocated to the SAMU Cares Endowment Fund.

The Association has elected to allocate \$21,476 (2018 - \$19,415) to the Contingency Reserve Fund in the current year as the fund has reached its maximum amount.

The Health and Dental Fund is used to pay for future plan deficits that may occur from year to year. Any excess or deficiency of health and dental revenue over expenses is allocated to the Health and Dental Fund.

9. Related party transactions

MacEwan University provides substantial office space, janitorial, security and IT services to the Association. These have not been included in the financial statements as it is not within the constraints of cost and timeliness to determine the fair market value of these services. As at June 30, 2019, \$1,872,785 (2018 - \$250,358) of accounts receivable is from MacEwan University.

Students' Association of Grant MacEwan University

Notes to the Financial Statements

For the year ended June 30, 2019

10. Financial instruments

The Association, as part of its operations, carries a number of financial instruments. It is management's opinion that the Association is not exposed to significant interest, currency, credit, liquidity or other price risks arising from these financial instruments except as otherwise disclosed.

Interest rate risk

Interest rate risk is the risk that the value of a financial instrument might be adversely affected by a change in the interest rates. Changes in market interest rates may have an effect on the cash flows associated with some financial assets and liabilities, known as cash flow risk, and on the fair value of other financial assets or liabilities, known as price risk.

The Association is exposed to interest rate price risk on \$664,113 (2018 - \$5,233,940) of guaranteed investment certificates (GICs) included in investments as well as cash of \$4,874,258 (2018 - \$nil), as these financial instruments earn interest at fixed rates. The Association's GIC has an interest rate of 2.15% and matures in November 2019, and the cash has an interest rate of 2.3%.

Credit risk

The Association is exposed to credit risk through its accounts receivable, which is due from the University, advertising customers, and members of the student body. This credit risk exposure is limited, due to the majority of the receivables being due from the University.

Foreign currency risk

Foreign currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Association enters into transactions denominated in United States currency. As at June 30, 2019, the following items are denominated in United States currency:

	2019 CAD\$	2018 CAD\$
Cash	138,160	165,276

11. Commitments

The Association is committed to the construction of a building with a total estimated cost of \$31,336,000. The building is to be constructed on land owned by the University. The University will also hold title to the building and will enter into a long-term lease agreement with the Association. Construction of the building will be funded by financing obtained by the University in addition to contributions from the Association.

The building is expected to be completed in fiscal 2020. The Association anticipates that lease payments will begin at that time, which are expected to approximate \$23,366,000 in total, plus interest, payable over a period of approximately 25 years.

12. Comparative figures

Certain comparative figures have been reclassified to conform with current year presentation.

Students' Association of Grant MacEwan University
Schedule 1 - Schedule of General and Administrative Revenues and Expenses
For the year ended June 30, 2019

	2019	2018
Revenue		
Student fees	3,746,905	3,792,498
Health and dental revenue	2,697,417	2,364,414
Interest	136,932	72,950
Other	28,511	20,551
	6,609,765	6,250,413
Expenses		
Health and dental expenses	3,032,693	2,574,149
Salaries and benefits	1,857,906	1,684,269
Student governance	120,087	135,816
Staff conferences and retreats	56,343	37,017
Office	54,847	51,335
Goods and services tax	28,882	15,658
Executive projects	28,398	37,075
Student council	25,874	26,855
Professional fees	23,884	57,746
Club grants and promotion	17,612	15,273
Travel and parking	16,313	9,872
Insurance	13,085	12,078
Telephone	8,407	8,625
Office leases	5,673	5,388
Memberships	5,310	3,586
Interest and bank charges	3,565	3,167
Food and catering	2,517	1,359
Donations and gifts	1,411	1,624
Repairs and maintenance	450	1,226
Bad debts expense (recovery)	(15,420)	107,236
	5,287,837	4,789,354
Excess of revenue over expenses	1,321,928	1,461,059

Students' Association of Grant MacEwan University
Schedule 2 - Schedule of Programs and Services Revenue and Expenses

For the year ended June 30, 2019

	2019	2018
Revenue		
Events	90,317	60,580
Student refugee	46,587	44,090
SAMU Cares	6,420	20,214
Food bank	2,783	3,473
Event sponsorship	-	1,762
	146,107	130,119
Expenses		
Events	128,113	123,324
All campus new programming	88,771	47,432
Other programs and services	48,720	57,598
Student refugee	46,587	44,090
Speaker services	27,030	50,269
Performances	21,515	21,281
Awards night	17,809	17,701
Alberta College	12,930	13,571
Volunteer appreciation	12,148	13,374
SAMU Cares	6,420	20,214
Training	6,219	6,175
Coordination and training and development	4,474	8,702
Clubs week, promotion	1,040	14,806
Gray Gallery	-	439
	421,776	438,976
Deficiency of revenue over expenses	(275,669)	(308,857)

Students' Association of Grant MacEwan University
Schedule 3 - Schedule of Marketing and Communications Revenues and Expenses

For the year ended June 30, 2019

	2019	2018
Revenue		
Handbook advertising	19,620	19,320
The griff advertising	12,233	16,432
Sport and Wellness Centre marketing	11,000	14,759
Printing	234	880
	43,087	51,391
Expenses		
Handbook	35,000	33,650
The griff	30,687	28,644
Students' Association promotion	18,597	9,423
Travel	9,032	6,066
Website updates	8,301	6,741
Plotter supplies	4,747	7,014
SAMU Designated	4,060	6,322
Equipment and software	2,669	3,605
Google Apps	2,470	2,737
Campaign and forums	1,123	813
	116,686	105,015
Deficiency of revenue over expenses	(73,599)	(53,624)

Students' Association of Grant MacEwan University
Schedule 4 - Schedule of Retail Revenues and Expenses

For the year ended June 30, 2019

	2019	2018
Revenue		
Sporting events	90,269	95,836
Other	35,201	59,053
ETS passes	18,761	27,757
Entertainment passes	16,056	16,698
Table bookings	15,224	5,763
Movie tickets	13,442	7,676
Students' Association wear and promotional items	415	646
Consignment items	5	25
	189,373	213,454
Expenses		
Sport tickets	89,762	71,301
ETS passes	17,584	26,559
Prepaid phone card	13,998	32,372
Movie tickets	6,291	6,503
Entertainment passes	5,250	20,755
Merchant fees	5,191	10,151
Student price card	1,863	3,648
Students' Association wear and promotional items	710	467
	140,649	171,756
Excess of revenue over expenses	48,724	41,698

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
August 7, 2019, 2019 @ 2:00pm**

Copies To:

Ryley Osadchuk, President
Sean Waddingham, VP Academic
Cole Baker, VP External

Andrea Turner, VP Operations & Finance
Aubrianna Snow, VP Student Life
Gwen Bauer, General Manager
Alan Honey, Governance Advisor (Recording Secretary)

1. Call to Order: 2:02pm

2. Approval Minutes for: July 24 & 31, 2019

**VPA/VPO
CARRIED**

**VPO/VPE
CARRIED**

3. Approval of Agenda

**VPE/VPA
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Campaign 101 Workshop	Vpo – sent everyone schedules for this. Need to make sure we're all good with holding this campaign workshop. Vpa – dates? Pres – September 17 & 18. Vpe – consider bringing in some councillors to help too.	Action: Vpo to identify costs and bring to next EC meeting for approval out of special projects.
2.	Grants procedure	Vpsl -	MOTION TO APPROVE THE GRANTS PROCEDURE ON THE RECOMMENDATION OF THE GOVERNANCE REMUNERATION ADVISORY COMMITTEE VPE/VPO CARRIED
3.	OER conference	Vpa – would like to attend an OER conference in November. Looking for feedback from EC on attendance.	Action: Vpo to look at PD opportunities and bring to next EC
4.	Council training	GA – per policy, EC (with help from the gov office) is responsible for organizing the SC mandatory training sessions. Traditionally I work with one exec to schedule the training and create the agenda. Can we continue this, and who would like to be the main person to work with me on it? (EC will be asked for their feedback as the planning goes on)	Decision: President
5.	Consultation	Vpa – Trevor Beck would like to teach us some google meeting software. Think we could have him demo to EC first. Vpe – good idea for google meetings, agendas, & minutes only. Pres – provide opportunity to staff to attend? Gm – we plan to delve into 365 software more so.	Action: Vpa to talk to Moe & email Trevor.

		Vpa – will keep to EC for now.	
6.	Outstanding Action Items		
7.	President's Report	Met with John McGrath. Gm one on one. Bus network redesign consultation. Marlin Schmidt meeting. EC/directors meeting. Building meetings/ BOG update/training. DOA review. LEC meeting. CAUS counterparts. CDEL meeting. P/t welcome breakfast.	
8.	VP Academic's Report	Trevor Beck meeting. Appeals. Met with Bob Graves. CAUS counterparts. Conference research. OER fair research. Filling committees.	
9.	VP External's Report	New faculty orientation. Staff meeting. ESA. Bus network redesign meeting. MLA meeting. EC/director meeting. Randy Boissonnault bbq. DOA review GOTV video plan review & video shoot. CAUS counterparts. P/t welcome breakfast. Mental health campaign.	
10.	VP Operations Report	Staff meeting. Met with Rick Ellis. DoF/Gm meeting re. mywellness. Bus network redesign. EC/directors meeting. Building meeting/updates. BOG. Gov review project. Risk working group meeting. P/t welcome breakfast.	
11.	VP Student Life's Report	New faculty orientation. EC/directors meeting. Bus network redesign meeting. Ending sexual violence campaign. GASC meeting. CAUS counterparts.	
12.	GM report	Rick Ellis meeting re. building. One on one with Pres. My Wellness meeting. Director meeting.	

		Bus network meeting. Microserve meeting. One on one with GA.	
13.	Recognition		

4. Adjournment

Vpo

Carried

Time: 3:06pm

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
August 19, 2019 @ 9:38am**

Copies To:

Ryley Osadchuk, President
Sean Waddingham, VP Academic
Cole Baker, VP External

Andrea Turner, VP Operations & Finance
Aubrianna Snow, VP Student Life
Gwen Bauer, General Manager
Alan Honey, Governance Advisor (Recording Secretary)

1. Call to Order: 9:38am

TOPIC	DISCUSSION	ACTION/MOTION MOTION
1. MyWellness		<p>TO ADD, BASED ON THE RECOMMENDATION OF THE HEALTH & DENTAL SUB- COMMITTEE, MYWELLNESS TO THE HEALTH PLAN</p> <p>VPO/VPE CARRIED</p>

2. Adjournment
Time: 9:59am

**Agenda for the Executive Committee Meeting of the
Students' Association of MacEwan University
August 21, 2019 @ 2:00pm**

Copies To:

Ryley Osadchuk, President
Sean Waddingham, VP Academic
Cole Baker, VP External
Andrea Turner, VP Operations & Finance

Aubrianna Snow, VP Student Life
Gwen Bauer, General Manager
Alan Honey, Governance Advisor (Recording Secretary)
Madeline Beard, Governance Assistant

1. Call to Order: 2:01pm
2. Approval Minutes for: August 7 & August 19, 2019

**VPA/VPSL
CARRIED**

**VPE/VPSL
CARRIED**

3. Approval of Agenda
- VPSL/VPO
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Outstanding Action Items		
2.	President's Report	CASA GOTV conference Neighborhood revitalization meeting. Met with minister of Advanced Education. Unconscious bias training Microsoft training. Building. SC training. Lunch 7 learn SC team building.	
3.	VP Academic's Report	Software training sessions coordination. Research ethics training. Procedure update. SAC update. Academic integrity update. Research Ethics orientation. Provost meeting. Student financial aid meeting. Met with Kimberly Howard. FAS Dean Search Committee meeting.	
4.	VP External's Report	CASA GOTV conference. Community League meeting re revitalization around MacEwan. Minister of Advanced Ed meeting. Unconscious bias meeting. Focus group re Edmonton regional transit. Media training for facebook live. Travel Advisory committee. Lunch & learn.	

		SC team building. Gm one on one. NSO meeting re. GOTV.	
5.	VP Operations Report	SAMU Risk meeting. SAMU BBQ lunch. GA Interviews. MyWellness update. Unconscious bias training. Microsoft training. Facebook live training. FFE review. Lunch & learn. Gm/Ga meeting. Facilities Advisory Committee meeting. KW update. Gender free washroom update. NSO update meeting.	
6.	VP Student Life's Report	Microsoft training. Media training. Spirit bear dialogue event meeting. Roundhouse meeting. WUSC leadership conference. One on one with Gm. Equity diversity & inclusion meeting.	
7.	GM report	SAMU bbq Directors meeting. MyWellness. Unconscious bias. Shared drive audit. HR updates. Schedule C discussion. Gallivan renewal of staff benefits. Building meetings. FFE budget review. Building comms.	
8.	Recognition		

4. Adjournment

**VPO
CARRIED**

Time: 3:02pm

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
August 28, 2019 @ 3:00pm**

Copies To:

Riley Osadchuk, President
Sean Waddingham, VP Academic
Cole Baker, VP External
Andrea Turner, VP Operations & Finance

Aubrianna Snow, VP Student Life
Gwen Bauer, General Manager
Alan Honey, Governance Advisor (Recording Secretary)
Madeline Beard, Governance Assistant

1. Call to Order: 3:03pm

2. Approval Minutes for: August 21, 2019

**VPE/VPO
CARRIED**

3. Approval of Agenda

**VPA/VPSL
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Outstanding Action Items		
2.	President's Report	SC meeting. Convocation coord hiring update. Convocation planning meeting. Residence move in. Retreat review. Lunch meeting with Res staff.	
3.	VP Academic's Report	SC meeting. Provost meeting. GFC Executive Committee. Faculty Adjudicator Annual meeting. Google training. NFO. Retreat review. Meeting with Justin.	
4.	VP External's Report	Provost meeting. CAUS update. MLA Bilous meeting. Residence move in. August staff meeting. Residence opening ceremony. Met with Pres & advo Coord. NFO. Retreat review. Meeting with Justin.	
5.	VP Operations Report	ORMAG meetings. Residence move in. SAMU joint steering committee meeting. Workshop planning. MyWellness update. Gallivan update. Schedule C discussion.	

		Met with Justin. Retreat review.	
6.	VP Student Life's Report	SC meeting. Research for panel I'm moderating. Residence move in. August staff meeting. Residence opening ceremony. Sex Week update. Retreat review. Meeting with Justin.	
7.	GM report		
8.	Recognition		

4. Adjournment

Time:

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
September 4, 2019 @ 10:00am**

Copies To:

Ryley Osadchuk, President
Sean Waddingham, VP Academic
Cole Baker, VP External
Andrea Turner, VP Operations & Finance

Aubrianna Snow, VP Student Life
Gwen Bauer, General Manager
Alan Honey, Governance Advisor (Recording Secretary)
Madeline Beard, Governance Assistant

1. Call to Order: 10:02
2. Approval Minutes for: August 28, 2019

**VPO/VPSL
CARRIED**

3. Approval of Agenda
**VPSL/VPA
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Missing credit card receipt	Vpe - returning from CAUS counterparts – gas fill up – lost receipt.	MOTION TO APPROVE THE MISSING CREDIT CARD RECEIPT FORM FOR COLE BAKER, DATED AUGUST 2, 2019, IN THE AMOUNT OF \$47.58 VPO/VPS CARRIED
2.	University Governance Representation	Vpa – change to naming based on change of AGC to GFC & committee name changes	MOTION TO APPROVE THE UNIVERSITY GOVERNANCE REPRESENTATION PROCEDURE VPA/VPO CARRIED
3.	Outstanding Action Items		
4.	President's Report	Meet and greet with Kris Bruckman Meeting John McGrath CAUS update Res amazing race NSO SAMU risk committee meeting Presentation early learning hood child care	
5.	VP Academic's Report	Populating Committees Griff interview about Be Booksmart campaign	

6.	VP External's Report	SCRC CAUS update Res. Amazing race NSO GOTV data entry Student appeal	
7.	VP Operations Report	ORMAG meeting Workshop work Social media takeover Res Amazing race Nso risk committee	
8.	VP Student Life's Report	USOLVE committee training Social media takeover Res Amazing race NSO Ending Sexual Violence campaign update Dreamcatchers Coffee with Gov Assistant	
9.	GM report	Directors meeting Change management meeting Joint steering sub-committee Staff meeting Annual report in progress ORMAG meeting Weekly meetings	Action: Fundraising position options- add to next agenda
10.	Recognition		

4. Adjournment

Time: 10:52

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
September 6, 2019 @ 11:24am**

Copies To:

Ryley Osadchuk, President
Sean Waddingham, VP Academic
Cole Baker, VP External

Andrea Turner, VP Operations & Finance
Aubrianna Snow, VP Student Life
Gwen Bauer, General Manager
Alan Honey, Governance Advisor (Recording Secretary)

1. Call to Order: 11:24am

TOPIC	DISCUSSION	ACTION/MOTION MOTION
1. EC Projects		<p>TO APPROVE UP TO \$1510 FROM THE EXECUTIVE PROJECTS (GL 524500) BUDGET LINE FOR THE VPA TO ATTEND THE PHOENIX OPEN EDUCATION CONFERENCE</p> <p>VPA/VPO CARRIED</p>

2. Adjournment

Time: 11:27am

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
September 10, 2019 @ 11:30am**

Copies To:

Ryley Osadchuk, President
Sean Waddingham, VP Academic
Cole Baker, VP External

Andrea Turner, VP Operations & Finance
Aubrianna Snow, VP Student Life
Gwen Bauer, General Manager
Alan Honey, Governance Advisor (Recording Secretary)

1. Call to Order: 11:31am

2. Approval of Agenda

VPO/VPSL

CARRIED

	TOPIC	DISCUSSION	ACTION/MOTION
1.	Contingency Reserve Fund	<p>Ng – need cash injection around this time as we don't receive student fees until mid-late October. Would like to transfer funds from Contingency Reserve Fund to hold us over until we receive those fees.</p> <p>Pres – will reimbursement occur when we receive funds?</p> <p>Ng – yes.</p> <p>Vpo – do we have a specific date to receive funds?</p> <p>Ng – not at this time.</p> <p>Vpsl – any drawbacks to using these funds.</p> <p>Ng – none.</p> <p>Vpe – why isn't this mitigated?</p> <p>Ng – budget is based on accrual basis but we run on a cash basis. Spring/summer fees are much lower than fall/winter.</p> <p>Vpa – Gallivan payment clarification?</p> <p>Ng – Gallivan is paid monthly.</p>	<p>MOTION</p> <p>TO APPROVE A TRANSFER OF \$600,000 FROM THE CONTINGENCY RESERVE FUND TO THE OPERATING ACCOUNT</p> <p>VPA/VPO</p> <p>CARRIED UNANIMOUS</p> <p>Action: Ng to provide summary of history of Contingency Reserve Fund to EC.</p>
2.	Recognition		

3. Adjournment

Time: 11:44am



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: September 18, 2019

Submitted By: Andrea Turner, VP Operations & Finance

Submission Title (As it will appear on agenda):

SAMU 2018-2019 Annual Report

Motion to approve the SAMU 2018-2019 Annual Report

Background Information:

The requirement of the Official Reporting Mechanisms to SAMU Membership policy is that the annual report be approved by Students' Council.

Implications:

SAMU members will have access to the annual report and be able to review what SAMU has accomplished in the past year.

SAMU ANNUAL REPORT 2018/2019

July 1, 2018 – June 30, 2019

WHO WE ARE

The Students' Association of MacEwan University (SAMU) is a non-profit organization working independently from MacEwan University to support students. Our purpose is to enrich the student experience by focusing on their non-academic needs through an array of student-driven programs and services.

We are governed by elected student representatives who set the strategic vision on behalf of students. With support from over 50 full- and part-time staff, we keep our mandate student-focused to achieve the vision. SAMU is proud to be an organization serving students, inspired by students.

VISION

The Students' Association of MacEwan University will be a strong advocate, exceptional resource, and clear voice for the MacEwan University student. We will have one aim — to create a one of a kind university experience by recognizing the student as our greatest asset and inspiration.

GOOD GOVERNANCE

Good Governance, as practiced by a Students' Council composed of individuals who are well informed and team oriented, provides strategic direction for SAMU that aligns with the vision of the Association as a whole, anticipating and responding to the needs of present and future students through the effective stewardship of the bylaws, policies, and strategic plan of the Association.

2018-2019 GOVERNING BODY

- Parvin Sedighi, President
- Jackie Kent, Vice President Academic
- Emma Patterson, Vice President Operations & Finance
- Tansy Spyker, Vice President Student Life
- Andrew Bieman, Vice President External
- Raun Bouwer, Councillor
- Rachelle Drummond, Councillor
- Jaden Melech, Councillor
- Spencer Newton, Councillor
- Alycia Stewart, Councillor
- Kent Strayer, Councillor
- Luis Ruiz, Councillor
- Matthew Yanish, Councillor
- Myles Dykes, Councillor
- Ahsan Hassan, Councillor
- Kiran Mirza, Councillor
- Michael Simpson, Councillor
- Stephan Vasquez, Councillor

MESSAGE FROM THE PRESIDENT

Another year has passed at SAMU, and like its predecessors, 2018-2019 brought about celebrations, challenges, and opportunities for growth. We saw lots of new faces join the university community, and students who made the move from CFAC had the opportunity to settle into their new home at Allard Hall.

On the home front, the organization worked hard to build a solid foundation of practices and people that will ensure our success in the soon to come SAMU building. With a significant portion of the construction on the building project happening this year, we were able to witness the creation of a milestone for SAMU. From choosing vendors for the building, to picking the furniture and carpet that will decorate the space, we have been privileged to build this space up to be what students need.

We battled with the weather this year to give students a proper welcome back to campus with our annual Fall Fest event, which was a wonderful success, hosting a variety of vendors and thousands of students. Within the university, we've been busy consulting with students, faculty, and staff on a full week Fall term reading break, and we're very hopeful about the progress made there. Student wellness is a priority for SAMU, and we made sure students were provided for through hosting events like Wellness Week and StressLess.

Continuing with our emphasis on student engagement, we held our annual Food for Thought town hall, which enabled us to hear from hundreds of students on their thoughts and concerns about being a MacEwan student. We also elected a fresh batch of students' councillors in our students' council election, who have been hard at work representing your interests.

With the cost of education being a continuous worry for students, SAMU focused on tuition this year, running a letter-writing campaign with our peers across the province, which saw thousands of letters sent to the Minister of Advanced Education, outlining our concerns about the accessibility of education.

We were thrilled to see the results of our years of advocacy with the introduction of new legislation that outlines how often and how much tuition can be changed by, ensuring long-term sustainability for our students. We also saw the increase of student representation at the university's highest governing body, with an additional voting seat being added to the Board of Governors for students.

We also witnessed a provincial election, and collected over 700 pledges from students who committed to voting in the election with our Get Out the Vote campaign, contributing to the record high voter turnout in the province.

This has been nothing short of an extremely eventful year on the student life and advocacy front, and we are incredibly grateful for the opportunity to be your chosen representative at various tables. We exist for students, we are led by students, and we serve students, and we strive to keep that front of mind as we go about making decisions on behalf of students. 2019-2020 will undoubtedly be a big year for SAMU and for the students of MacEwan, and we can't wait to take it all in alongside you.

Parvin Sedighi
SAMU President 2018-2019

STRATEGIC GOALS AND OUTCOMES

The Students' Association of MacEwan University (SAMU) is a dynamic, fast growing, and diverse organization. Our needs are growing and our approach to success is changing to meet the needs of students within the university. Through consultation and continual connection with the student body, we have been, and will continue to focus our resources and energy on our students and what matters to them. SAMU is dedicated to advocating for student issues, regardless of political ideologies or opinions. We exist to enhance student well-being while they attend MacEwan University, and to create a positive impact to the student experience.

The annual report will provide a summary of the achievement of our goals as set out in the 2018-2021 strategic plan.

STRATEGIC GOALS

DEDICATED ADVOCACY

COMMITMENT TO SUSTAINABILITY

RELATIONS WITH OUR COMMUNITY

STEWARDSHIP OF RESOURCES

INTEGRATION OF THE SAMU BUILDING

CONNECT TO STUDENTS

ENHANCE STUDENT EXPERIENCE

Dedicated to Advocacy

As a voice for students above and beyond, SAMU has maintained its advocacy efforts in support of student rights and needs.

- Survey results in fall 2018 garnered institutional-wide support for a full week during the fall term reading break. The earliest implementation of this would begin in the 2020-2021 academic year.
- The Vice President External of SAMU was appointed as the interim Executive Director of Council of Alberta University Students, further ensuring that students priorities were top of mind.
- SAMU's campaigning efforts for the 2019 provincial election aimed at increasing student voter turnout, resulted in over 700 MacEwan students pledging to vote.
- The passage of Bill 19 resulted in:
 - The extension of the tuition freeze by another year, and thereafter tuition increases being capped at the Consumer Price Index.
 - Guaranteed cost of tuition for international students for the duration of their studies.
 - An additional dedicated student seat on the board of governors.

Commitment to Sustainability

As part of SAMU's dedication to implement environmentally friendly operating practices:

- A successful implementation of Campus Vibe, a data management and engagement platform for Student Groups was introduced this fiscal year. Investing in this platform allowed for over 60 paper documents, templates and forms to move online.
- The organization placed a limit on paper banner promotion to a maximum of two banners per SAMU initiative.
- All utensils and plates provided by Breakfast Club are biodegradable.

Relations with our Community

SAMU is committed to seeking ways to best engage with the surrounding community, and will support opportunities for students to be involved and connected within the Edmonton core.

- After a five-year hiatus, thanks to a partnership with NAIT Students' Association (NAITSA), thirty-three MacEwan and NAIT students were offered a winter reading break trip to Cuba. The trip was a big hit and was facilitated by the two associations. One student won a free trip.
- SAMU events on campus featured local entertainers and performers. Many of those events also included Canadian Brewhouse, Molson or Virgin Radio as top sponsors.
- During the 2018-2019 Awards Ceremony hosted by SAMU, participants donated teddy bears to Treaty 8 Urban Child & Family Services Office, Sturgeon Victim Services and the Edmonton Garrison Military Family Resource Centre (MFRC). While this was the first occurrence for the event, SAMU will continue to support local charities.
- SAMU collaborates with MacEwan University to create value by leveraging their expertise in project management, information technology, food services and fundraising.'

MacEwan University's student media, the griff, made strides in community relations. The griff reports:

- Featuring over 10 downtown businesses across seven magazine issues. The local businesses are ideal for students looking for off-campus study spots.
- Partnering with seven local downtown businesses to house magazine stands with issues on a monthly basis.

Stewardship of Resources

SAMU achieved responsible stewardship of resources management in the following areas during the 2018-2019 fiscal year.

- SAMU employees invested 471 hours of professional development to ensure SAMU's student support is relevant and innovative.
- The association attained a 34% increase in investment revenue, completed the financial year on budget and was able to meet the financial obligation to fund two restricted funds accounts.
- Recommendations based on the 2017-2018 financial audit were implemented.
- The health and dental benefit coverage provided to SAMU employees accommodated an increase to the service offerings at a lower cost to the organization.
- The organization moved 15 cubic feet of paper records to digital files through an organizational-wide records management initiative.
- An evaluation of the insurance coverage determined that adjustments were needed to the association's policy. The adopted recommendations now safeguards all risk related to SAMU affairs.

Integration of the SAMU Building

The construction of the SAMU building continues, and its completion in fall 2019 will be a momentous occasion. In preparation for its opening:

- The first operating building budget was created and approved by SAMU's governing body.
- SAMU achieved a successful vendor submission process and filled all retail spaces.
- The building furniture package was completed. It includes furniture provided by a Canadian owned company that meets the Leadership in Energy and Environmental Design (LEED) standard.
- The \$7.5 million financial obligation for the building was attained.
- The project management of the SAMU building construction was executed by MacEwan University.

Connect to Students

Engaging, empowering and supporting students during their academic journey is the core of SAMU's mandate. Connecting with students through digital platforms and programming efforts is a reoccurring priority.

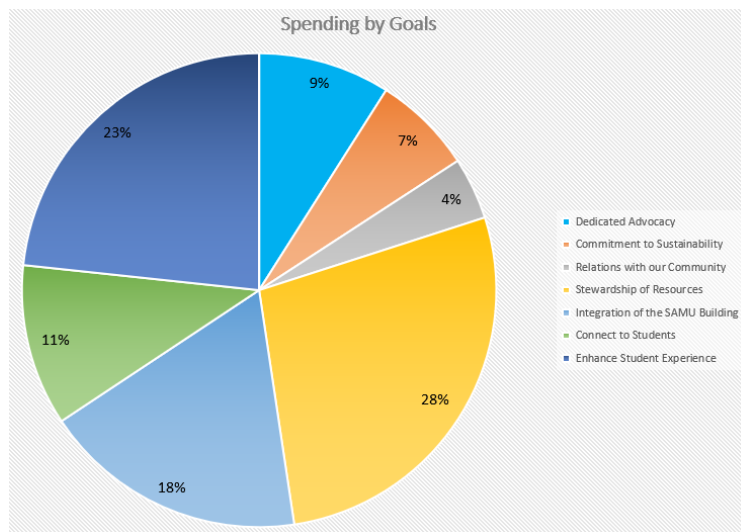
- Ten online contests were held and MacEwan students won prizes ranging from \$10 - \$500 in value.
- An increase in follower count on Facebook by 15% ensued, and over 5,000 website visitors were welcomed on a monthly basis.
- Conducted a focus group in winter 2019 to ensure that outreach efforts were still relevant to MacEwan students. The feedback provided by students helped to streamline organizational best practices.
- Over 80 initiatives were executed in the 2018-2019 academic year. Programming included events, fundraisers, peer-to-peer active listening, and promotion of support services.
- Approximately 3,500 volunteer hours were accumulated by students who assisted various SAMU programming.
- 22 MacEwan students were hired as part-time staff to support five SAMU departments.
- *the griff*, SAMU's student-run magazine featured 116 articles. A wide variety of material was produced to appeal to the whole student body, from profiles of MacEwan athletes, to reviews of student plays in Allard Hall. In addition, they welcomed 22 student volunteers.
- The Student Refugee Program was evaluated and the recommendations from the evaluation resulted in the creation of a new operational procedure in the 2019/2020 fiscal year. It will guarantee the appropriate and required management of the program, and ensures the sponsored student's needs are met.

Enhanced Student Experience

SAMU dedicates its efforts to lessening the stress of the university experience for students. This is revealed primarily through our non-academic efforts.

- Nine student blogs were published on samu.ca that highlighted important MacEwan support services, as well as numerous cost saving options on textbooks, entertainment, on-campus food options and travel.
- SAMU Cares received \$4,028 in donations to support students in financial need.
- The SAMU Breakfast Club service provided free breakfast for 12,761 MacEwan students.
- The SAMU kindness project, *Random Acts of Kindness*, executed new initiatives that reached over 1,800 students at the City Centre Campus.
- Over 500 Student Group events were approved and funded by the association.
- The Pantry is a food support service that provides food hampers for MacEwan students. This year, 186 hampers were issued to students.
- A new e-commerce platform was launched to sell tickets for SAMU events. These events included the winter reading break trip, Speaker Series and the Grayworks auction. In the first year, 670 orders were completed.
- Distributed over 7,000 copies of free agendas to students, providing an organizational tool and a hub for university-related resources.
- Promoted resources for students across five SAMU social media platforms and two Student Groups platforms.
- Invested in the Open Education Fellowship Pilot Project, which will create Open Educational Resources that will be free of cost for students.

Financial Highlight 2018-2019:



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: September 18, 2019

Submitted By: Sean Waddingham, VP Academic

Submission Title (As it will appear on agenda):

Councillor of the Year award

Background Information:

Nominations for Councillor of the Year opened on August 29, 2019 and were accepted until September 11, 2019. This year 4 councillors have been nominated for the award. Each member of council is provided an opportunity to vote on the recipient of the award. The nominees are listed on the following page.

Implications:

The recipient of the Councillor of the Year award will be announced at the October Students' Council meeting.

Councillor of the Year 2018-2019

Nominee: *Myles Dykes*

- He has made good use of written questions, always reads the agenda, has helped recruit others to students' council, volunteers for SAMU, and knows his stuff.

Nominee: *Luis Ruiz*

- Continuous dedication and helpfulness to other councillors. Outstanding commitment.
- He is someone who has shown immense dedication to SAMU for years now running for both council and exec positions. Throughout their time he always seemed to interact with students and encourage them to be involved with SAMU, committees or to help them if they wanted to run in both councillor and exec elections. They are involved in meetings and will share their perspective, encourage other councillors to and also encourage work outside of meetings by attending events, after meeting hangouts and always being open to talk. Councillor Ruiz has chaired meetings taking a leadership role within council and is always there I believe having great attendance. He is an exemplary councillor and truly deserves this award!

Nominee: *Alycia Stewart*

- During my time on Council, she has always been someone I could turn to to ask questions. She is always talking about how we can help students and we've had many great discussions out of Council.

Nominee: *Kent Strayer*

- He works harder than any other councillor and says what needs to be said even if it's not a popular choice. Winning councillor of the year shouldn't be about who is most popular. It should be about who contributes most to the organization and fulfills their obligations as a councillor best. Kent has been doing this for years and it's a shame that he has not been awarded this award sooner.

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: September 18, 2019

Submitted By: Andrea Turner, VP Operations & Finance

Submission Title (As it will appear on agenda):

Contingency Reserve Fund

Motion to approve a transfer of \$600,000 from the Contingency Reserve Fund to the Operating Account

Background Information:

SAMU received the most recent payment of Student Fees, from MacEwan University, in early July for the Spring/Summer term. This amount is significantly less than what is received during the Fall and Winter terms. Most of SAMU's largest operational expenses occur over the summer (ex. Fall Fest expenses) as we prepare for the new school year. This means that we will have a shortfall of funds in our operating account as Fall Student Fees will not be received from MacEwan University until mid/late October 2019. This creates a timing issue of revenue and expenses that require a transfer from our Contingency Reserve Fund to pay for SAMU's expenses. These expenses include both full & part-time payroll as well as student health & dental. Once we receive the Student Fees in October the funds will be replaced to the Contingency Reserve Fund.

Historically we have received our Student Fees from MacEwan University as follows:

2018 - October 26, 2018

2017 - October 16, 2017

2016 - October 14, 2016

The \$600,000 request is based on the following:

September payroll: approx. \$120,000



October payroll (first half of month: approx. \$60,000
Gallivan - Student health & dental: approx. \$260,000
September/October day-to-day expenses: approx. \$160,000

Implications:

SAMU's expenses will be paid.