

**Agenda for the Students' Council Meeting of the  
Students' Association of MacEwan University  
July 15, 2020 at 6:00pm via video conference**

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**Voting Members:**

Ruan Bouwer, Vice President External  
Colin Campbell, Councillor  
Rachelle Drummond, Councillor  
Myles Dykes, Councillor  
Cassey Fallis, Councillor  
Blake Forbes, Councillor  
Ahsan Hassan, Councillor  
Hale Johnston, Councillor  
Kiran Mirza, Councillor  
Spencer Newton, Councillor  
Stephanie Ouellette, Vice President Operations  
and Finance  
Aubrianna Snow, Vice President Student Life  
Alycia Stewart, Vice President Academic

Kent Strayer, Councillor  
Alem Tesfay, Councillor  
Elaine Tran, Councillor  
Raymarck Unera, Councillor  
Sean Waddingham, President  
Matthew Yanish, Councillor  
Kent Strayer, Councillor

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

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Meeting called to order at.

<Intros>

**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 JULY 15, 2020***

**2.2 MOTION**

***TO APPROVE THE MINUTES OF JUNE 17, 2020***

**3. Presentations**

**3.1.**

**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. Board of Governors Student Rep**

**4.1.7. Bylaws and Policy Committee Q4**

**4.1.8. Budget and Finance Committee Q4**

**4.1.9. Appointment Advisory Committee Q4**

**4.1.10. Executive Committee Q4**

**4.1.11. Leadership and Review Committee Q4**

**4.1.12.**

**4.2. Executive Committee Minutes**

Minutes of June 10, 17, 24, and 30, 2020 provided.

**5. Question Period**

**5.1. Written Questions**

**5.2. Oral Questions**

**6. In Camera Period**

**7. Motions & Business Orders of the Day**

**7.1. Students' Council Meetings policy**

***MOTION TO APPROVE THE STUDENTS' COUNCIL MEETINGS POLICY ON THE  
RECOMMENDATION OF THE BYLAWS AND POLICY COMMITTEE***

***VPO/***

7.2.

**8. Consultation**

8.1

**9. Evaluation**

9.1. <https://forms.gle/EgifN44SKpnZu5t86>

**10. Recognition**

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**11. Adjournment**

***MOTION TO ADJOURN***

Next Meeting Date: August 19, 2020

Meeting adjourned at

**Minutes for the Students' Council Meeting of the  
Students' Association of MacEwan University  
June 17, 2020 at 6:00pm via video conference**

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**Voting Members:**

Ruan Bouwer, Vice President External  
Colin Campbell, Councillor  
Rachelle Drummond, Councillor  
Myles Dykes, Councillor  
Cassey Fallis, Councillor  
Blake Forbes, Councillor  
Ahsan Hassan, Councillor  
Hale Johnston, Councillor  
Kiran Mirza, Councillor  
Spencer Newton, Councillor  
Stephanie Ouellette, Vice President Operations  
and Finance  
Aubrianna Snow, Vice President Student Life  
Alycia Stewart, Vice President Academic

Kent Strayer, Councillor  
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Elaine Tran, Councillor  
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Sean Waddingham, President  
Matthew Yanish, Councillor

*SAMU Officials and Council Support:*  
Timothy Jobs, Chair  
Alan Honey, Governance Advisor  
Samantha Callaghan, Administrative Support

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Meeting called to order at 6:00pm

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**2. Approvals**

**2.1 MOTION**

***TO APPROVE THE AGENDA FOR JUNE 17, 2020***

***VPA/VPE***

***CARRIED***

**2.2 MOTION**

***TO APPROVE THE MINUTES OF MAY 20, 2020***

***DYKES/STRAYER***

***CARRIED***

**3. Presentations**

**3.1.**

**4. For Information**

**4.1. Reports**

**4.1.1. President**

**4.1.2. Vice President Academic**

NSO Video filming this week. E-Learning committee.

**4.1.3. Vice President External**

**4.1.4. Vice President Operations & Finance**

H&DSC meeting with Gallivan.

**4.1.5. Vice President Student Life**

Book of the Year committee. Roundhouse grants update.

**4.1.6. Board of Governors Representative**

**4.2. Executive Committee Minutes**

Minutes of May 13, 20, and June 3, 2020 provided.

**5. Question Period**

**5.1. Written Questions**

**5.2. Oral Questions**

Topics include: tenant construction in SAMU building; advocacy;

**6. In Camera Period**

**7. Motions & Business Orders of the Day**

**7.1. 2019-2020 Budget Surplus**

***MOTION TO DIRECT THE 2019-2020 SAMU BUDGET SURPLUS TO THE 2020-2021 OPERATING FUNDS***

***VPO/VPE***

Favour: Yanish, Vpo, Hassan, Campbell, Drummond, Dykes, Fallis, Forbes, Johnston, Mirza, Newton, Strayer, Tesfay, Tran, Unera, Vpa, Pres, Vpe, Vpsl

***CARRIED***

**7.2. IT Services Agreement**

***MOTION TO APPROVE THE IT SERVICES AGREEMENT***

***VPO/VPSL***

Favour: Yanish, Vpo, Hassan, Campbell, Drummond, Dykes, Fallis, Forbes, Johnston, Mirza, Newton, Strayer, Tesfay, Tran, Unera, Vpa, Pres, Vpe, Vpsl

***CARRIED***

**7.3. Security Services Agreement**

***MOTION TO APPROVE THE SECURITY SERVICES AGREEMENT***

***VPO/VPSL***

Favour: Yanish, Vpo, Hassan, Campbell, Drummond, Dykes, Fallis, Forbes, Johnston, Mirza, Newton, Strayer, Tesfay, Tran, Unera, Vpa, Pres, Vpe, Vpsl

***CARRIED***

**7.4. Budget and Finance Committee**

Nominees: Colin Campbell, Fallis

***MOTON TO APPOINT COUNCILLOR FALLIS TO THE BUDGET AND FINANCE COMMITTEE FOR A TERM ENDING OCTOBER 31, 2020***

***VPO/VPA***

Favour: Yanish, Vpo, Hassan, Campbell, Drummond, Dykes, Fallis, Forbes, Johnston, Mirza, Newton, Strayer, Tesfay, Tran, Unera, Vpa, Pres, Vpe, Vpsl

***CARRIED***

**8. Consultation**

**9. Evaluation**

**10. Recognition**

**11. Adjournment**

***MOTION TO ADJOURN***

***VPO***

***CARRIED***

Next Meeting Date: July 15, 2020

Meeting adjourned at: 6:30pm

## Students' Council Report

President

July 15, 2020

Greetings councilors,

Below is my report on my work as President between June 17<sup>th</sup> and July 9<sup>th</sup>, 2020.

### **Dedicated Advocacy**

#### *Board of Governors Meeting*

I attended my first Board of Governors meeting in June, with our elected board representative Myles Dykes. Almost all items were either part of the consent agenda or were reports, aside from one item for approval which was the "Five Year Financial Plan and Budget Information 2020/21 to 2024/25." Myles and I were compelled to vote no on this motion since the Five Year Plan seems reliant on tuition increases which do not clearly provide anything in return. I understand that this budget situation is caused by external forces, mainly the Campus Alberta Grant reduction from the Government of Alberta, but it is still quite an unpalatable situation. The Board of Governors does not meet until Fall, but I look forward to its next meeting at that time to continue my work on the Board.

#### *UPass Meetings*

SAMU VP External Ruan Bouwer, VP Operations Stephanie Ouellette, and I are meeting weekly with Student Associations/Unions or Edmonton Transit System representatives. We continue to negotiate on two issues: 1) how Fall UPass, or a substitute to it, will work while not all students are on campus, and 2) negotiations about our UPass contract renewal in 2021. When we reach agreement with the City of Edmonton in either area, we will be sure to give an update on that.

#### *Edmonton Student Alliance – First Meeting Preparation*

ESA Vice-Chair Jerilyn Kotelniski (NAIT Student Association VP External) and I planned out the first ESA meeting at which our priorities as an advocacy group will be set. Our members were polled on their initial ideas for priority areas ahead of the meeting. The meeting is scheduled, the agenda is prepared, and I look forward to an engaging discussion on what our municipal priorities for the 2020/21 year ought to be.

#### *Council of Alberta University Students Update*

CAUS has continued with our regular weekly meetings and has a lot going on right now. Our budget for this year has been set and approved, our work plan for the year is in place, and several plans for campaigns are coming together, among other work. Of high interest to CAUS right now is the Government of Alberta's "Alberta 2030: Transforming Post-Secondary Education" review. CAUS' members are eager to be consulted in this project. Other highlights of our recent work include drawing attention to the elimination of the Alberta Maintenance Grant for students with dependents, and searching for/hiring an Indigenous University Research Analyst.

#### *Text-Matching Software Working Group*

Dr. Paul Sopcak invited SAMU to have a student member on a working group that examined the potential use of text-matching software to combat plagiarism in student assignments. I gladly accepted and met with the working group twice, after testing the software called "SafeAssign." Although imperfect, I recommended the software to be implemented, provided that professors are careful to double-check its results (it can give false positives/negatives). It is also recommended that traditional methods of combating plagiarism, including promoting a culture of academic integrity, should always remain, regardless of whether software of this kind is implemented.

#### *General Faculties Council Reform Discussion with VP Academic*

GFC has been examining options for reform since I became VP Academic in 2019. During my time on GFC Executive, I was part of many discussions on what GFC's structure and processes should be like. Therefore, before the GFC Executive meeting in which the motions that would put these reforms into place were passed, I met with our current SAMU VP Academic Alycia Stewart to discuss possible friendly amendments and my views on the GFC reform motions.

### **Relations with our Community**

#### *Meeting with University of Alberta Graduate Students Association*

Our VP External and I met with the President of U of A's GSA to discuss the "Alberta 2030: Transforming Post-Secondary Education" government initiative, as well as other points of interest in Post-Secondary current events and advocacy.

#### *CAUS Member Check-In*

SAMU VP External Ruan Bouwer and I met with University of Calgary Students' Union VP External Marley Gillies, the Vice-Chair of CAUS. This was a productive feedback-oriented meeting in which we discussed SAMU's perspective of CAUS' performance, advocacy strategies, and weekly meetings. Overall, SAMU likes what CAUS is doing quite a lot, which we expressed!

#### *CBC Interview*

I gave an interview to a CBC reporter on the topic of rising academic integrity violations in universities. It seems that as a result of COVID forcing classes to move online in a rapid manner, rising academic misconduct is an issue across the province (and, I would imagine, across the world as well). Thankfully MacEwan is detecting and reprimanding students in these instances, though, and pedagogical planning and other techniques should help avoid this in Fall 2020.

#### *United Way Meetings*

I met twice to discuss United Way at MacEwan, once with Nadia Goodhart 1-on-1, and once with the larger MacEwan United Way Committee. Future initiatives and projects for the 2020/21 year were discussed in both meetings.

### **Stewardship of Resources**

#### *General Manager Hiring*

The GM hiring process has ended and we have found our next General Manager of SAMU! We have not done a SAMU-wide announcement yet as the contract was only just signed very recently, but when we do so in the next few days we'll be sure to inform Students' Council as well.



## **Connect to Students**

### *Students' Council Planning and Promotion*

I have had meetings with our Governance Advisor and our marketing department about methods to promote students' council elections in the Fall despite COVID-19 restrictions. We are formulating a plan, initiated by Marketing Coordinator Connor Corsaro, which should help us run SC elections smoothly in the Fall. I am very excited & hopeful about how this will turn out!

### *SAMU Post-Secondary Education Budget Statement*

Our VP External Ruan Bouwer and I created a statement with our Marketing Coordinator about the rapid and tumultuous changes that occurred in the government's plans for post-secondary funding during June. In the first two weeks of June, expectations around Performance Based Funding and Expenditure Targets were shattered and the landscape shifted significantly. Please view this statement on our social media (Facebook, Twitter) if you are interested in the details.

### *New Student Orientation Video Shoot*

All of the Vice Presidents and I partook in a video shoot welcoming new students to MacEwan and introducing them to our work with the Students' Association. This video is basically a substitute for the SAMU EC address at New Student Orientation that is typically done in person. I look forward to seeing how it turns out.

### *Alumni Advisory Council – Alumni Welcome Video*

As a member of the Alumni Advisory Council, I took part in a fun video project to welcome MacEwan grads to the alumni community. The video will be released mid-July as part of the celebration of our new grads!

## **Enhance Student Experience**

### *Ukrainian Resource & Development Centre (URDC) Project*

I worked on a project with 12 other MacEwan students, supported by MacEwan's URDC, in which we worked with over 40 students from 7 universities across Ukraine to teach diplomatic skills, international relations knowledge, and the MacEwan United Nations Club's award-winning Model UN approach. The sessions were conducted online through video calling. A fascinating component of the project was our distinguished guest speakers, including a prominent Ukrainian professor on international relations, the Ukrainian Ambassador to Japan, and the Canadian Ambassador to Ukraine. The students who engaged in this project had an excellent learning experience and were pleased to acquaint themselves with students of similar ages in similar programs from the other side of the world – surely an eye-opening experience.

### *Upcoming Gallivan Meeting*

Gallivan reached out about presenting to our Executive Committee (EC) on the MyLegalPlan service that they are offering. Essentially this is a subsidized fee-based legal representation service. We look forward to the meeting next week to learn more about this service and whether it is a good fit for our membership.

## **Closing Remarks**

I am looking forward to the day when I can be back in the SAMU offices with our staff and the rest of the EC team. Although the workload has changed very little from when we were in the offices every day, the nature of the work is different and I miss being face-to-face. It seems that information transfer is a lot better and more convenient in person, not to mention that it is just nice to see people at work and not be so isolated. I'm hopeful that this day will come soon, though, and then maybe we can slowly start to have small groups returning to the office.

One significant change from my last report is that the status of post-secondary funding is in a quite a bit more ambiguous territory than it has been in the last two years. I still expect budget shortfalls to be an issue, but with both Performance Based Funding on hold and Expenditure Targets cancelled, it is harder to tell how big of an issue it will be. For now, it seems much of the focus in our government advocacy has shifted to *Alberta 2030*, and rightfully so.

As always, please feel free to contact me by phone or email with any questions, or to ask your questions in our council meeting. Hopefully someday we can even meet in person with councilors to discuss your questions, too!

Regards,

Sean Waddingham, SAMU President 2020/21

## Students' Council Report

Vice President Academic  
July 15<sup>th</sup>, 2020

Hi everyone,

Please find my report below detailing events that occurred between June 18<sup>th</sup> and July 9<sup>th</sup>.

### **Dedicated Advocacy**

#### ***MacEwan Committee Recruitment***

We have the application available on our website for students to apply to sit on MacEwan committees that will start up again in the fall.

#### ***General Faculties Council Executive Committee (GFC EC) Meeting***

GFC EC had an overflowing agenda which provided an interesting meeting and a great learning opportunity for myself. Updates of relevance to Students' Council include the Provosts update that MacEwan will be looking to change our Learning Management System to a customized Moodle in about 2 years, the new and improved Advising model and Spring Convocation plan. Items approved that are of relevance included changes to the Ethical Review of Research with Human Participants policy, an updated institutional mandate statement and the New GFC Framework in principle including the bylaws, election process, standing committees terms of reference, membership and schedule.

### **Commitment to sustainability**

#### ***VPA/Pres Meetings***

I met with our President to discuss a student's concern, policy processes and was able to get support in preparing for the GFC meeting.

### **Relations with our Community**

#### ***Careers and Experience Co-Curricular Record (CCR) Meeting***

I got to have a conversation with Justine Dogbe to discuss the potential and logistics behind Student Council and SAMU committees being included in the CCR. If you have any ideas or opinion on this please let me know.

#### ***LeadersHall Live Conference***

I was very grateful for the opportunity to take part in the annual LeadersHall Conference since it was happening via zoom. The speakers were phenomenal and not only did I find their motivational messages and stories of leadership valuable but having the chance to connect with other leaders across the country made it that much more special.

### **Stewardship of Resources**

#### ***SAMU Staff Meeting***

I got to finally be introduced to all our staff via zoom and we had a presentation by the directors on the plans to reopen and go back to the building and some of the changes we can expect including the budget forecasting that is being done and financial considerations.

#### ***Procedure Sub-Committee***

We've welcomed some new staff members to the committee and have been going over the elections procedure.



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

### ***Weekly Directors Meetings***

We have maintained our attendance at the directors meeting which have been very helpful with keeping us connected and getting updates.

### **Integration of the SAMU Building**

I don't have much to report here besides there is lots of work being done to get us ready to have staff come back to work while adhering to MacEwan's plans and AHS guidelines and other relevant measures.

### **Connect to Students**

#### ***Appeals and student concerns***

A few students have reached out about various academic issues and I have been doing what I can to listen and support them.

#### ***Restorative resolution papers***

I have been working and supporting some students with their constructive penalties by going over some of their reflection pieces and providing feedback.

### **Enhance Student Experience**

#### ***Academic Integrity Modules***

I completed the academic integrity modules to get a better understanding of academic misconduct and to see what they are like/are comprised of as a resource for students.

#### ***Healthy Campus AB Summit***

I got to attend one of the pre-summit webinars and the summit learning more about how we can address mental health "Upstream" to tackle stigma and trauma in more proactive and preventative ways. I participated in a breakout sessions on "Centering Wellness in Teaching and Learning" and "Strengthening Personal Skills, Relationships and Resilience."

#### ***Marketing Survey progress***

Marketing has been working hard on creating surveys that we hope to roll out soon, one to get feedback from students who sat on MacEwan Committees and another for our SAMU Advocacy office and work as supports for students.

### **Closing Remarks**

I don't know if it's just me but the months seem to be going by faster and faster. Having the opportunity to attend conferences I otherwise wouldn't have been able to attend was great and is a benefit to things running online that I can appreciate (that and being able to be so close to my kitchen and being able to wear pajama pants to meetings). I hope everyone can take some time to appreciate the small things, and take care of ourselves (I recommend checking out SAMU's Qtip #14 and play the self-care game they have shared). As always please don't hesitate to contact me if you ever have any questions, concerns or just need to talk. I hope you all are doing well and staying safe by continuing to be physical distance while staying socially connected!

Thank you,

Alycia Stewart  
Vice President Academic  
Students' Association of MacEwan University

## Students' Council Report

### Vice President External

July 15<sup>th</sup>, 2020

Hello Councillors,

In this report I will detail my activities between June 13<sup>th</sup> and July 9<sup>th</sup>.

For those who are not familiar with some of the advocacy-related acronyms:

- CASA is the Canadian Alliance of Student Associations, our federal advocacy umbrella organization with 23 total members.
- CAUS is the Council of Alberta University Students, our provincial advocacy umbrella organization with 5 total members.
- ESA is the Edmonton Student Alliance, our municipal advocacy umbrella organization with 8 total members.

### Federal Advocacy

#### *CASA Federal Policy Committee meeting (June 30)*

Having been elected as a member of the Federal Policy Committee at the CASA Foundations conference in May, I attended the first meeting of the committee and secured the position of vice-chair! Some priorities were discussed among committee members, including advocacy for higher investment in digital infrastructure across Canada.

#### *Meeting with CASA Policy Director (July 9)*

I had a digital meeting with Malak Nassar, who chairs the Federal Policy Committee as Policy Director of CASA. We discussed the nature of the chair/vice-chair working relationship, and subsequently decided to add regular member check-ins and monitoring of committee members' work progress to the vice-chair portfolio. This is very exciting, as the vice-chair role has been quite minimal in past years, and I look forward to bringing my experience on SAMU's Bylaw and Policy Committee to the national stage of student advocacy!

### Provincial Advocacy

#### *SAMU statement on performance-based funding and expense controls (June 15-16)*

Following the provincial government's announcement that performance-based funding will be delayed until at least 2021/2022 and that the expenditure controls will not be implemented, I worked with the SAMU president and Connor Corsaro from SAMU's marketing team to draft a public statement on the issue. While we are very happy to see

SAMU and CAUS's advocacy efforts coming to fruition, there is still much work to be done and a lot of preparation needed for a possible rollout of performance-based funding in 2021. The full SAMU statement can be found here:

<https://www.facebook.com/samacewan/posts/3119331074825984>.

#### *CAUS member check-in (June 25)*

Sean and I met with the vice-chair of CAUS for our member check-in, and were able to share a lot of very valuable information with CAUS regarding the government's 2030 post-secondary education review.

#### *Strategy meeting (July 3)*

Another incredibly fruitful meeting with the SAMU president and UAGSA president resulted in SAMU's acquisition of the mysterious RFP (request for proposals) document that the government and McKinsey (the consulting firm) are using as a foundation for the aforementioned 2030 post-secondary education review. This gave us access to the full list of topics that the government is contracting McKinsey to review, which will help both SAMU and MacEwan to coordinate our responses and fight for the interests of MacEwan students.

#### *CAUS Policy Committee meeting (July 8)*

Another policy committee! This CAUS committee had its first meeting yesterday, where I was elected to the position of chair and subsequently held a discussion between CAUS members about our priorities for the coming year. Topics mentioned include institutional autonomy and increased representation of students on university governance boards.

### **Municipal Advocacy**

#### *Fall UPass alternative*

The continuing, multi-front UPass negotiations have produced an early disappointment. Despite ETS's initial openness to a temporarily modified UPass agreement for the Fall semester, the idea was rejected by the Edmonton City Council. Our negotiating team from SAMU will nonetheless continue working hard to ensure that students are able to access public transit at an affordable rate.

#### *Negotiating team finalized (July 8)*

As the UPass negotiations have been organized around two camps, the municipalities and the students' associations, I was chosen as SAMU's representative on the formal negotiating team of the latter group. I apologize in advance for how few details I will be able to share regarding these negotiations, as a degree of confidentiality is necessary, but know that myself, our VP Operations and Finance, our President, and our Retail Manager will be fighting hard to get the best deal for students in the coming months.

### **University Relations**

#### *Monthly meeting with VP University Relations Myrna Khan (June 24)*

Vice President External Report to Students' Council

Submitted July 9, 2020

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I had a very productive meeting with MacEwan's VP University Relations, where I received some initial details about the RFP (mentioned in the provincial advocacy section) before acquiring the full document at my later meeting with the UAGSA President. Myrna and I discussed our approach to the Alberta 2030 post-secondary review, and identified some important areas of cooperation and joint advocacy on the project.

## **Committees**

### *Leadership and Review Committee*

I will be submitting my full quarterly report for LRC alongside this report, but I will say that we are eagerly anticipating the appointment of two students-at-large to the committee in the coming days! Extra thanks to Councillor Johnston for consulting externally on how best to phrase new questions on the SC meeting evaluations!

## **Other**

### *New Student Orientation video shoot*

I was lucky enough to participate in the EC video shoot for New Student Orientation at MacEwan, and I would like to thank our marketing team at SAMU for making it a relatively painless experience!

## **Closing Remarks**

I hope everyone's summer is proceeding as well as it can! The last month has been very eventful in this portfolio, and I am very happy to have been elected into some formal roles at each level of external advocacy. As chaotic as this job can be, I look forward to some regular commitments that will help to structure the coming months, and I will continue to share as much information as I can with both Councillors and students. As always, feel free to shoot me an email if you want more details or have any questions/concerns whatsoever.

Best wishes,

Ruan Bouwer, Vice President External  
Students' Association of MacEwan University  
[savpexternal@macewan.ca](mailto:savpexternal@macewan.ca)

## Students' Council Report

### Vice President Operations and Finance July 15<sup>th</sup>, 2020

#### **Projects & Initiatives:**

##### ***SAMU Building***

SAMU has a planned soft-opening in accordance with MacEwan's opening. We are still unsure about the dates. We are hoping for mid-late Jul. Programs and services will continue as usual. Graham is now pouring the concrete for the patio, but they are about a week and a half behind schedule due to the constant rain. Outside landscaping is ready to go once One Call Alberta makes the ground marking.

#### **Committees:**

##### *Bylaws and Policy Committee*

Coming forward to the SC meeting is motion to approve amendments to the Students' Council Meetings policy.

##### *U-Pass Advisory Council*

We have finally signed the amendment to add Beaumont into the U-Pass agreement. Negotiations for the Fall and Winter terms are still in progress. We have chosen one representative from each school to be the 'main' negotiators. For SAMU, that will be our VP External. I will still be working with the team on the UPass negotiations. I have been working with the steering group to create an IT requirement/risk document, as well as a business requirement/risk document for the upcoming Smart Fare transition.

##### *Procedure Sub-committee*

We have been working on multiple procedures such as elections, petty cash, employee remuneration, leaves, keys and more.

#### **Other Business:**

##### *Leaders Hall Conference*

I was fortunate to be able to attend the Leader's Hall Conference this year as it was free and done through Zoom. It was very inspiring and I thank Krysta Clarke, the guest speakers and all other organizers for this experience.

##### *MacEwan Policy Advisory Group*

I have recently been added to the MacEwan policy advisory room to replace our VP Academic due to conflict of interest issues, so I have been attending the meetings and working on policies with the group.

##### *Monthly meeting with Rick Ellis the AVP of Finance and CFO of MacEwan*

With all the PPE discussions around Covid-19 and the soft-opening plans in discussion, this meeting was very beneficial and helps MacEwan work closely with SAMU.



**Closing Remarks:**

I encourage everyone to wear a mask if you go into a public building for the safety of others. Even if you do not have symptoms, you can still be a carrier of Covid-19, Influenza or other bacteria. I know it sucks, I have asthma and it makes it harder to breathe, but I have found it beneficial for my allergies. I also encourage everyone to go outside and enjoy the weather if you are able to.

If you find that you are having financial or mental health difficulties, I encourage you to use the MyWellness program that is included in your student plan as well as look at our SAMU cares fund. If you are taking online courses and have bad internet connection issue, you can apply through SAMU and the library services for an internet stick.

If you have any questions, please do not hesitate to contact me.

Stay safe and healthy!

**Stephanie Ouellette** (she/her)

## Students' Council Report

### Vice President Student Life July 15<sup>th</sup>, 2020

Greetings, Councilors!

I hope that the summer has been treating you well. Everyone at SAMU is busily preparing for the start of the academic year; and while things will look different, I know I'm excited to continue providing resources for students in any way I can. Please see below for my report detailing events that occurred between June 11<sup>th</sup> and July 9<sup>th</sup>, 2020.

#### **Commitment to Sustainability**

##### ***Directors' Meetings***

Myself and the other members of EC attended several Directors' meetings over the course of the reporting period. This will be my final report mentioning this, as our new General Manager is scheduled to start at the end of the month.

##### ***Staff Meeting***

I attended one staff meeting during the reporting period. The main topic of discussion was SAMU's COVID response and re-opening plan.

##### ***Appointment Advisory Committee***

The Appointment Advisory Committee met on July 8th. The Committee recommended two students-at-large for appointment to committees.

#### **Relations with our Community**

##### ***Healthy Campus Alberta Webinars***

I attended two webinars put on by Healthy Campus Alberta in mid-June on the topic of "moving upstream" in mental health awareness work. The metaphor is one I was familiar with; it was very interesting to see it applied in a post-secondary specific context.

##### ***Leaders' Hall Conference***

Myself and the VPO and VPA attended several sessions of the Leaders' Hall Conference put on by Gallivan. This was an excellent opportunity to connect with student leaders from across the country about some super relevant topics. A big thank you to our friends at Gallivan!

#### **Stewardship of Resources**

##### ***Health and Dental Sub-Committee***

I attended one meeting of the Health and Dental Committee over the reporting period, where committee members were given an excellent presentation by Gallivan.

##### ***Procedures Sub-Committee***

Following the outcome of several discussions in Grants Allocation Sub-Committee (GASC), it was decided that the Roundhouse grant application process should be changed to more closely match procedures for our other grants. I brought the relevant changes to the Grants Procedure forward at the Procedures Sub-Committee meeting on June 22nd. The changes passed unanimously.

#### **Connect to Students**

##### ***New Student Orientation Video Shoot***

Myself, the other members of EC, and our Board Rep took part in a video shoot for the online version of New Student Orientation. I'm very excited to see how students engage with this new format and how else we can ease the transition into the fall semester.

## **Enhance the Student Experience**

### ***Sexual Violence Awareness Week Planning***

I also took part in multiple meetings recently for the planning of this year's Sexual Violence Awareness Week. The budget for this year's event has been significantly reduced, and most of it will be online. While this is disappointing, there are exciting plans in the works for how best to engage students around the topic of sexual violence awareness this fall. I'm particularly excited to work on one webinar which will focus on COVID-19's impacts on sexual violence and prevention work.

### ***New Student Orientation Working Group***

Over the course of the reporting period, I attended several meetings of the New Student Orientation Working Group. The New Student Orientation website is really coming along and it's been incredible to see the tremendous effort from departments across the University to make this happen for students.

### ***Grants Allocation Sub-Committee (GASC)***

GASC met twice over the reporting period. The main topic of discussion was changes to the Roundhouse grant procedure. See above for more information.

## **Closing Remarks**

This summer continues to fly by. I've adjusted a lot more to working at home over the last little while; but face-to-face connection is such an important part of this job, and I am very much looking forward to getting back in the office.

I hope that you're all taking care of yourselves and finding space to reconnect before the rush of the fall comes. Please reach out with any questions, comments, or concerns – or just to chat! I'd love to hear from you.

Best,



Aubrianna Snow

Vice President Student Life

Students' Association of MacEwan University

## Students' Council Report

### Board of Governors Student Representative June 11, 2020

Dear Council,

Below is my report from June 12th to July 9th.

#### *Finance, Property, and Investment Committee*

On June 17th, I attended the FPI committee meeting. This meeting was called to recommend the financial plan and budget to the Board of Governors. The meeting package was distributed less than 24 hours prior to the meeting, and was around 100 pages of mostly financial documents. While this was not ideal, it occurred because of so many last minute changes and directives from government, such as delaying performance-based funding for the 2020-2021 year. These frequent changes required the administration to completely rework the budget, as one of the key assumptions previously was the expenditure targets. The financial plan and budget was passed and recommended to the Board of Governors.

#### *Board of Governors*

My first Board meeting was quite hectic, as the university fiscal year was ending in 12 days and the budget had not yet been passed. The Board's consent agenda included information regarding the search for MacEwan's first Chancellor, changes to policies surrounding disability accommodation and accessibility, and international student billing. An update on COVID-19 and what this meant for our university was delivered by Acting President McGrath; this was also his last Board meeting. The last and most important item on the Board's agenda was the financial plan and the accompanying budget. Sean and I both voted against the motion, and argued that the budget and financial plan saw tuition increase by 21% over three years while services were being cut. For more details on the open session of the Board of Governors, I compiled a document summarizing key items on the Board agenda that Council may be interested in.

[https://macewan-my.sharepoint.com/:b:/r/personal/saboardrep\\_macewan\\_ca/Documents/Board%20Open%20Session%20Notes/BoG%20Notes,%2006.18.20.pdf?csf=1&web=1&e=vpin73](https://macewan-my.sharepoint.com/:b:/r/personal/saboardrep_macewan_ca/Documents/Board%20Open%20Session%20Notes/BoG%20Notes,%2006.18.20.pdf?csf=1&web=1&e=vpin73)

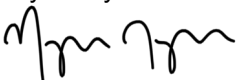
#### *Accessibility*

Members of EC and myself have discussed how the Board Student Representative position is not accessible for all, as it has significant time commitments and lacks an honorarium or pay. Many students cannot afford to dedicate significant time to volunteering in student governance, and we shouldn't have to ask them to do so. I ran for this role knowing there was not financial compensation and I don't expect Council or GRAC to act on this immediately, but I do hope by next year's election changes are made to eliminate financial barriers.

#### **Closing Remarks**

If you have any questions or want to discuss anything, please reach out to me at the new email set up for this position, [saboardrep@macewan.ca](mailto:saboardrep@macewan.ca). I hope you're all doing well!

Myles Dykes



Board of Governors' Student Representative

## Students' Council Report

### Budget & Finance Committee July 15th, 2020

The Budget & Finance Committee did not meet during this quarter.

### Bylaws & Policy Committee July 15th, 2020

Throughout the quarter, BPC has been working on the "Students' Council Meetings" policy, the GIC report postings and the student group banking autonomy.

BPC has met for approximately 3-4 meetings during this quarter.

Stephanie Ouellette

## Students' Council Report

### Appointment Advisory Committee July 15<sup>th</sup>, 2020

During the spring semester of 2020, the Appointment Advisory Committee recommended two students for appointment to student-at-large positions on committees.

The Committee also worked to fill the Chief Returning Officer vacancy. Three interviews were conducted, with AAC ultimately choosing to recommend Jed Johns for reappointment as CRO for the 2020-2021 year.

AAC also accepted re-appointment applications from two Students' Councilors following their removal due to missed mandatory time. The applications went before Council, and both Councilors were reappointed.

#### **Closing Remarks**

The Appointment Advisory Committee has had a busy spring semester. Sincerest congratulations to all who were successfully appointed to various positions.

Regards,

Aubrianna Snow

## Students' Council Report

### Executive Committee

July 15, 2020

For Quarter ending: June 30<sup>th</sup>, 2020

#### Procedure Approvals

There were no procedure approvals by EC in April.

In May, EC approved the Office Etiquette procedure.

In June, EC approved the Appointments by Executive Committee Procedure, the updated University Governance Representation Procedure, and the Grants Procedure.

#### Expense Approvals

There have been no expense approvals by EC this quarter.

#### Student Group Approvals

There have been no club approvals by EC this quarter.

#### Appointments

There were no appointments by EC in April.

In May, EC made appointments to the following SAMU committees: appointed the **SAMU President** to the Governance Remuneration Advisory Committee; the **VP Academic** to the Awards Sub-Committee and the Procedure Sub-Committee; the **VP External** to the Leadership & Review Committee; the **VP Operations and Finance** to the Bylaws and Policy Committee, Health and Dental Sub-Committee, and the Procedure Sub-Committee; and the **VP Student Life** to the Health and Dental Sub-Committee, Appointment Advisory Committee, and the Grant Allocation Sub-Committee.

In May, EC made appointments to the following MacEwan committees & councils: **Alycia Stewart (VPA)** to the Experiential Learning Advisory Committee, Committee on Admissions and Transfers, General Faculties Council, GFC Executive Committee, General Faculties Council Council on Student Affairs, Program and Curriculum Committee, Information & Technology Management Committee, Undergraduate Student Research Institute Committee, Distinguished Teaching Award Committee, Scheduling and Accommodations, Distinguished Researcher Award Committee, Policy Advisory Group, Student Systems Joint Operations Committee, Career Development Advisory Committee, Student Technology Fee Committee, eLearning Committee, and the Student Research Day Planning Committee; **Sean Waddingham (President)** to the General Faculties Council, Animal Research Ethics Board, Research Ethics Board, Student Technology Fee Committee, Joint Steering Committee, Convocation Planning Committee, Campus Engagement Committee, PSLA Governance Changes Task Force, and the United Way Fundraising Committee; **Stephanie Ouellette (VPO&F)** to the Student Systems Joint Operations Committee, Student Technology Fee Committee, Campus Sustainability Plan Committee, Joint Steering Committee, MacEwan University Budget Model Project Review Steering Committee, Food Advisory Committee, Facilities Advisory Committee, and the Education in Sustainability Committee; **Aubrianna Snow (VPSL)** to the Student Services Committee, MacEwan Committee on Internationalization, MCI-Students Sub-Committee, Student Success Sub-Committee, Student Technology Fee Committee, Book of the Year Committee, Student Community Engagement Grant Committee, Human Rights and Accessibility Working Group, Black History Month Committee, Social Innovation Institute Committee, Indigenous Advisory Council, Sexual & Gender Minority

EC Report to Students' Council

Submitted July 9<sup>th</sup>, 2020

Page 1 of 3

Working Group, Campus Engagement Committee, Food Advisory Committee, Edmonton Region Post-Secondary Mental Health Committee, and Sexual Violence Prevention and Education Committee; and **Ruan Bouwer (VPE)** to the Student Technology Fee Committee and the Travel Advisory Committee.

In June, EC appointed **Ipsha Sarker** to SAMU's Bylaws and Policy Committee, appointed **Stephanie Ouellette (VPO&F)** to replace Alycia Stewart (VPA) on Policy Advisory Group, appointed **Greg Springate** to SAMU's Audit Committee, appointed **Marcel Severyn** and **Metta Pusa** to the Procedure Sub-Committee, appointed **Maria Shin, Alan Honey**, and **Maura Frunza** to the Awards Sub-Committee, and appointed **Natalie Dormer, Courtney Milford, Evan MacDonald, and Darryl Kostash** to the Grant Allocation Sub-Committee.

## SC Presentations

There have been no SC presentations approved by EC this quarter.

## EC Committee Highlights

- EC considered and then pursued a plan for MacEwan to provide internet data usb sticks from library for use by students in areas with poor connection.
- EC Transition – training hours, shadowing, changeover 'retreat,' introductions, moving belongings from offices, etc.
- Virtually all items on our **workplan** that can be completed, considering the limitations of COVID-19, have been completed. One or two that haven't concluded (but are still feasible) will carry over onto our next EC workplan. Beyond those, if any items that were cancelled due to COVID may be able to be resurrected in 2020/21, they will also carry over to next workplan in a tentative fashion.

## Post-Transition:

- Livestream done by EC to explain the fall term moving online, what consequences may come from that, and what supports are available to students.
- Exit surveys are in development, mainly by the VPA, about 1) SAMU's Student Advocacy office which gives advice to students seeking to make appeals or complaints to the university, and 2) student reps' experiences sitting on MacEwan committees/councils. Both of these surveys should give useful data on their respective topics.
- UPass has become quite complicated due to COVID-19 and so negotiations for a Fall UPass alternative are underway, led by the VPE and VPO&F. These talks are happening simultaneously with negotiations for the 2021 contract renewal, which would have occurred whether or not the COVID-19 pandemic took place. Having to do both at once is a unique challenge.
- EC, led by VPSL and President, has finished the process of hiring a new General Manager of SAMU, aided by a hiring committee of four SAMU staff.





## Students' Council Report

### Leadership and Review Committee July 15<sup>th</sup>, 2020

Members:

- Ruan Bouwer, Vice President External
- Ahsan Hassan, Councillor
- Hale Johnston, Councillor
- vacant, Student-at-Large
- vacant, Student-at-Large

Hello Councillors,

As this is the first quarterly report of Leadership and Review Committee since our Executive Committee changeover, it may be somewhat brief. Nonetheless, our committee had two very productive meetings last month on June 4<sup>th</sup> and 11<sup>th</sup>, and we have developed a good idea of our top priorities in the medium term. Our June 4<sup>th</sup> meeting consisted of Councillors Hassan and Johnston bringing me up to speed on the typical structure of an LRC meeting, followed by an in-depth discussion of the comments and ratings left in the preceding Students' Council meeting evaluations. This discussion led us to brainstorm potential ways of improving digital SC meetings and voting procedures, as the adjustment from in-person meetings to Zoom calls can be a disorienting and awkward one (preaching to the choir, I know). Our follow-up meeting on the 11<sup>th</sup> was scheduled so that we could give full attention to reviewing SC minutes, rather than rushing through them because of our earlier discussion.

In order to reliably gauge the success of any solutions or proposals we bring forward regarding digital meetings (and for the sake of more accurate feedback in general), we will also be conducting a review of the SC meeting evaluation form and will be updating the form with new questions and opportunities for Councillor input. While we were able to generate a number of promising ideas within the committee, we were also concerned about phrasing new questions in a clear and neutral way. Councillor Johnston offered to consult externally with members of the psychology department at MacEwan on how to achieve this goal, and we look forward to a newly invigorated evaluation form in the not-too-distant future!

LRC's next meeting will be scheduled once the two vacant Student-at-Large positions are formally filled at the next EC meeting, and I know I speak for Councillors Hassan and Johnston as well when I say that we can't wait to welcome them to LRC and incorporate direct student feedback into our continuing review of Students' Council.

**Voting Members:**

Sean Waddingham, President  
Alycia Stewart, VP Academic  
Ruan Bouwer, VP External  
Stephanie Ouellette, VP Operations & Finance  
Aubrianna Snow, VP Student Life

**Resource Officials:**

Alan Honey, Governance Advisor

**Guests:**

Carl Knowler  
Jaime Beagan  
Darryl Kostash  
Joanne Ng

1. Call to Order: 11:03am

2. Approval Minutes for: June 3, 2020

**VPO/VPA**

**CARRIED**

3. Approval of Agenda

**VPE/VPSL**

**CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Policy Advisory Group	Vpa – Vpa has sat on this in the past. Would like to discuss another EC member taking this on.	<b>MOTION</b>  <b>TO APPOINT VP OPERATIONS AND FINANCE TO REPLACE THE VP ACADEMIC ON THE POLICY ADVISORY GROUP</b>  <b>VPA/VPSL CARRIED</b>
2.	Appointments by Executive Committee	Vpo – Procedure was created after change of Committees policy. Clearly identifies the process for all appointments done by EC.	<b>MOTION</b>  <b>TO APPROVE THE APPOINTMENTS BY EXECUTIVE COMMITTEE PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE</b>  <b>VPO/VPA CARRIED</b>
3.	University Governance Representation	Vpo – former Vpa brought forward recommendations for updates t this procedure. Had thorough discussions on it and present this version for approval.	<b>MOTION</b>  <b>TO APPROVE THE UNIVERSITY GOVERNANCE REPRESENTATION PROCEDURE ON THE</b>

			<b>RECOMMENDATION OF THE PROCEDURE SUB- COMMITTEE</b>  <b>VPSL/VPE CARRIED</b>
4.	President's Report	Strat meeting with Vpa re Provost meeting. Strat meeting with Vpe & Myrna Kahn for Exec Council meeting. BOG members orientation. U-Pass negotiation meeting with other SA/SUs. PSC meeting. Met with city re. U-Pass. M&C meeting. Met with Vpa re. survey ideas. AREB meeting. CAUS report. Restorative Conference with student. MacEwan Exec council meeting. ASEC meeting.	
5.	VP Academic's Report	Strat session for provost meeting. Provost meeting. Feedback survey discussion. Restorative resolution. PSC meeting. Directors meeting. M&C meeting re our advocacy. AREB meeting. Webinar with library re online resources. MacEwan exec council meeting.	
6.	VP External's Report	LRC meeting. U-Pass meeting. Info sharing meeting with city re U-Pass. ASEC meeting as CAUS member. CAUS meetings.	
7.	VP Operations & Finance Report	U-Pass update. MacEwan VP hiring meeting. PSC meeting. Directors meeting. MacEwan exec council meeting.	
8.	VP Student Life's Report	GM hr. Community of practice. Suicide prevention webinar. Directors meeting. SVAW meeting. M&C strat meeting. NSO work. MacEwan exec council meeting.	
9.	Recognition		

4. Adjournment

**VPSL  
CARRIED**

Time: 12:25pm

**Voting Members:**

Sean Waddingham, President  
Alycia Stewart, VP Academic  
Ruan Bouwer, VP External  
Stephanie Ouellette, VP Operations & Finance  
Aubrianna Snow, VP Student Life

**Resource Officials:**

Alan Honey, Governance Advisor

**Guests:**

Carl Knowler  
Jaime Beagan  
Darryl Kostash  
Joanne Ng

1. Call to Order: 2:32pm

2. Approval Minutes for: June 10, 2020

**VPSL/VPO**

**CARRIED**

3. Approval of Agenda

**VPSL/VPE**

**CARRIED**

TOPIC	DISCUSSION	ACTION/MOTION
1. Outgoing MacEwan President gift	Vpa – want to discuss if we'd like to thank the outgoing MacEwan pres with a gift. Honourary member? Something within the building? Vpo – asked Andrea for feedback on this topic. Pres – agree we should do something – he is a great ally for SAMU. Kostash – reach out to his assistants to get feedback on what would be appropriate. Pres – note we've already submitted a thank you note through BOG.	Action: Pres to reach out to Pres assistants and bring responses to next EC meeting.
2. Audit Committee appointment	GA – Audit Committee requires a resource official.	<b>MOTION</b>  <b>TO APPOINTMENT GREG SPRINGATE TO THE AUDIT COMMITTEE</b>  <b>VPSL/VPE CARRIED</b>
3. SC meetings update	GA – will be using Zoom webinar for next SC meeting and live streaming to the SAMU facebook page.	
4. Outstanding Action Items		
5. President's Report	Alumni Advisory Council. Met with GA/M&Cc. Facilities advisory committee. Restorative resolution. Met with Vpe. H&DSC meeting.	

		Created a statement on budget, tuition, & fees with M&C. Software testing. NSO video shoot. CAUS meeting. BOG – Finance, property, and investment committee meeting.	
6.	VP Academic's Report	Restorative conference. SC report. Calendar meeting with GA. FAS update. H&DSC meeting. NSO video. Met with student re, MacEwan policy. E-learning committee.	
7.	VP External's Report	LRC meeting. SAMU statement work with Pres & Connor. NOS video. U-Pass advisory meeting.	
8.	VP Operations & Finance Report	Facilities meeting. Directors meeting. H&DSC meeting. Working on response to questions re U-Pass. SC submissions.	
9.	VP Student Life's Report	NSO working group meeting. Book of the year meeting. Director meeting. NSO website meeting. H&DSC meeting. GASC meeting. Donation update. NSO video. Compiling Equity & Diversity resources.	
10.			
11.	Recognition		

#### 4. Adjournment

**VPO**  
**CARRIED**

Time: 3:35pm

**Voting Members:**

Sean Waddingham, President  
Alycia Stewart, VP Academic  
Ruan Bouwer, VP External  
Stephanie Ouellette, VP Operations & Finance  
Aubrianna Snow, VP Student Life

**Resource Officials:**

Alan Honey, Governance Advisor

**Guests:**

Carl Knowler  
Jaime Beagan  
Darryl Kostash  
Joanne Ng

1. Call to Order: 10:06am

2. Approval of Agenda

**VPO/VPSL**

**CARRIED**

3. Approval Minutes for: June 17, 2020

**VPO/VPSL**

**CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Committee Appointments	In Camera Session (Execs & GA only)	MOTION
			TO GO IN CAMERA
			VPO/VPA CARRIED
			MOTION
			TO GO OUT OF CAMERA
			VPSL/VPO CARRIED
			MOTION
			TO APPOINT MARCEL SEVENY AND METTA PUSA TO THE PROCEDURE SUB-COMMITTEE
			VPO/VPSL CARRIED
			MOTION

			<p><b>TO APPOINT MARIA SHIN, ALAN HONEY, AND MAURA FRUNZA TO THE AWARDS SUB-COMMITTEE</b></p> <p><b>VPA/VPO CARRIED</b></p> <p><b>MOTION</b></p> <p><b>TO APPOINT NATALIE DORMER, COURTNEY MILFORD, EVAN MCDONALD, AND DARRYL KOSTASH TO THE GRANT ALLOCATION SUB-COMMITTEE</b></p> <p><b>VPSL/VPO CARRIED</b></p>
2.	SC Mental Health presentation	<p>Vpa – would like to bring this to SC in some capacity. Experience with Jack.org.</p> <p>Vpo – suggest webinar for all students, and incorporate in training. Having it only at a council meeting wouldn't be as productive.</p> <p>Vpe – providing at SC meeting, since we'll be on facebook live, would be beneficial. Include more longform at training.</p> <p>Vpsl – agree with webinar, and then include in training.</p>	<p>Action:</p> <p>Vpa to compile and bring something to next EC meeting for review.</p>
3.	SC Co-curricular record	<p>Vpa – relaunching co-curricular record committee and I'll be sitting on it. Should we add councillors?</p> <p>Vpsl – it's a good idea. Concern that execs are included since we're paid a f/t salary.</p> <p>Vpa – paid positions are included in CCR. Would be valuable to pursue for councillors.</p>	<p>Action:</p> <p>Vpa to research addition of councillors to CCR and consult with councillors if it's possible.</p>
4.	Outstanding Action Items		
5.	President's Report		
6.	VP Academic's Report	<p>SC meeting.</p> <p>Healthy campus alberta webinar.</p> <p>Directors meeting.</p> <p>Met with Pres re. macewan policy processes.</p> <p>Restorative conference.</p> <p>PSC meeting.</p> <p>Academic integrity modules review.</p> <p>Healthy campus alberta summit.</p> <p>BPC meeting.</p> <p>Student call.</p> <p>Watched webinars I'd missed.</p>	
7.	VP External's Report	<p>U-Pass meeting update.</p> <p>NAITSA Vpe meeting.</p> <p>CAUS meeting.</p> <p>Met with Myrna Khan.</p>	



8.	VP Operations & Finance Report	BPC meeting. SC meeting. PSC meeting. Directors meeting. ETS meeting. U-Pass update.	
9.	VP Student Life's Report	SC. Tfsa stuff. HCA webinars. Directors meeting. Roundhouse update – PSC meeting. IHM article.	
10.	Recognition		

#### 4. Adjournment

**VPSL**

**CARRIED**

Time: 11:28am

**Voting Members:**

Sean Waddingham, President  
Alycia Stewart, VP Academic  
Ruan Bouwer, VP External  
Stephanie Ouellette, VP Operations & Finance  
Aubrianna Snow, VP Student Life

**Resource Officials:**

Alan Honey, Governance Advisor

**Guests:**

Carl Knowler  
Jaime Beagan  
Darryl Kostash  
Joanne Ng

1. Call to Order: 10:07am

2. Approval Minutes for: June 24, 2020

**VPO/VPE**

**CARRIED**

3. Approval of Agenda

**VPO/VPA**

**CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
			<b>MOTION</b>
1.	Grants procedure	Vpo – Procedure Sub-Committee reviewed and recommends the changes suggested by the Grant Allocation Sub-Committee.	<b>TO APPROVE THE GRANTS PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE</b>  <b>VPO/VPE CARRIED</b>
2.	Gray Gallery	Kostash – just wanted to provide info that we will start to hear from MacEwan U re. our Gray Gallery space. Our lease does not indicate that – we provided a large donation of \$ for the Robbins building that provided us that space.	
3.	Rick Ellis meeting	Vpo – update on meeting this morning: Campus Alberta Grant; MacEwan opening plans;	
			<b>MOTION</b>
			<b>TO GO IN CAMERA</b>
			<b>VPE/VPA CARRIED</b>
			<b>MOTION</b>
4.	United Way		<b>TO GO OUT OF CAMERA</b>

			<b>VPA/VPO CARRIED</b>
5.	Newsletter	<p>Vpa – should job postings be added to the newsletter? Committee opportunities?</p> <p>Vpo – where to apply for financial aid? Scholarships &amp; bursaries?</p> <p>Knowler – good to look at expanding job postings on our website. Need to keep the newsletter consistently changing with new info or students will stop reading it. Will bring your ideas back to my team to discuss.</p> <p>Vpo – can we incorporate the MacEwan calendar into our calendar?</p> <p>Knowler – that may overwhelm the info in our calendar. Could potentially share a link to that calendar.</p> <p>Vpa – incorporate the academic calendar specifically?</p>	Vpa to update EC on Campus Hubs after meeting with Marcel.
6.	Outstanding Action Items		
7.	President's Report	<p>BOG prep &amp; meeting.</p> <p>CBC interview re academic misconduct.</p> <p>U-Pass meeting with city.</p> <p>Ukrainian Resource development center meeting.</p> <p>U-Pass meeting with SU/SAs.</p> <p>CAUS check in meeting.</p> <p>Alumni convocation video.</p> <p>United Way meeting.</p> <p>Call with UASU pres.</p> <p>GFC reform meeting.</p> <p>Met with Vpe.</p>	
8.	VP Academic's Report	<p>Restorative resolution.</p> <p>Director's meeting.</p> <p>Reviewed MacEwan budget town hall.</p> <p>Staff meeting.</p> <p>GFC prep.</p> <p>Signed up for Leaders Hall events.</p> <p>Met with Pres for GFC prep.</p>	
9.	VP External's Report	<p>U-Pass meeting with SU/SAs.</p> <p>Check in with UCSU.</p> <p>Met with Vpo.</p> <p>Met with Pres.</p>	
10.	VP Operations & Finance Report	<p>Building meeting.</p> <p>PAG meeting.</p> <p>Met with Rick Ellis.</p>	
11.	VP Student Life's Report	Tabled.	
12.	Recognition		

#### 4. Adjournment

**VPO/VPA  
CARRIED**

Time: 11:50am

## **STUDENTS' COUNCIL MEETING SUBMISSION**

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

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### **TYPE OF SUBMISSION (CHECK ONE):**

☒ MOTION

☐ CONSULTATION ITEM

**Meeting Date:** July 15, 2020

**Submitted By:** Stephanie Ouellette, VP Operations and Finance

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### **Submission Title (As it will appear on agenda):**

Students' Council Meetings policy

Motion to approve the Students' Council Meetings policy on the recommendation of the Bylaws & Policy Committee

### **Background Information:**

Bylaws and Policy Committee members:

Stephanie Ouellette, Vpof

Kent Strayer, Councillor

Ipsha Sarker, Student-at-Large

Raymarck Unera, Councillor

Larissa Williams, Student-at-Large

The Bylaws and Policy Committee has reviewed, and recommended for approval, the Students' Council Meetings policy. This draft policy incorporates some of the feedback provided by Council at the May Students' Council meeting.

The major recommended changes are:

Chair absence - BPC believes that the Chair, as appointed by Students' Council, has the experience to identify the person best suited to chair a meeting in their absence.

Requiring the longest serving member of council to take on chairing duties automatically may not be in the best interest of a Students' Council meeting as this assumes that an individual has the skills, experience, confidence, and will to take on those duties. While that may be the case, it should not be always assumed.

"Changes" to the agenda reworded to "Additions to, and deletions from," - 'changes' is too broad of a term as it could, for example, be interpreted as applying to an amendment to a motion already on the agenda. BPC believes that the intention behind this line is to ensure that individual members of council have adequate time and resources to formulate an opinion about a specific topic. So, while last minute additions to an agenda are discouraged, there is still a process to add an item that most of council thinks is important. Equally, if council want the opportunity to discuss an item properly submitted for an agenda there should also be a high threshold to remove the item.

Executive reports - BPC believes this line is redundant. The Committees policy already identifies that the Executive Committee submits quarterly reports and the Roles and Responsibilities of Elected Representatives already identifies that individual members of Executive Committee submit reports at every Students' Council meeting.

General Manager report - One of the roles of BPC is to "ensure the alignment of Policy with SAMU Bylaws..." (per BPC TOR). BPC believes that mandating that the General Manager submit reports to Students' Council does not align with SAMU bylaws. SAMU's bylaws indicate that:

1. the Executive Committee has the exclusive authority to provide direction to the General Manager (Bylaw 37)
2. Executive Committee reports to Students' Council (bylaw 41)
3. The General Manager reports to Executive Committee (bylaw 61)

Removing this expectation better aligns this policy with our bylaws.

Committee reports - BPC believes this line is redundant. The Committees policy already identifies that individual reports from standing committees are submitted to Students' Council on a quarterly basis.

Oral supplements - changed to allow anyone who submits a written report to provide an oral supplement.

Publication to agenda package - BPC believes publishing the agenda package prior to the Students' Council meeting provides better opportunity and transparency to our membership.

### **Implications:**

Passing these changes will help clean up and clarify the policy. It will also increase transparency to our members.





## Students' Council Meetings

### Rationale

Established meeting procedures allow Students' Council to conduct its business in an open, inclusive, and generative manner.

Effective meetings should be concise, respectful, and orderly.

### Definitions

**Confidential materials** are materials presented In Camera, including resumes, unapproved contracts, and materials concerning discipline and litigation.

### Expectations

**1** Except where otherwise indicated, the current edition of *Robert's Rules of Order Newly Revised* is followed for meetings.

**2** Meetings are conducted according to the following order of business:

**2.1** Treaty 6 Land Recognition

**2.2** Approvals

**2.2.1** Agenda

**2.2.2** Minutes

**2.3** Presentations

**2.4** For Information

**2.4.1** Reports

**2.4.2** Executive Committee Minutes

**2.5** Question Period

**2.5.1** Written Questions

**2.5.2** Oral Questions

**2.6** In Camera Period



## 2.7 Motions and Business Orders of the Day

### 2.8 Consultation

### 2.9 Evaluation

### 2.10 Recognition

### 2.11 Adjournment

## 3 Meetings are conducted according to the following special rules of order:

**3.1** attendance at meetings is monitored and any changes to attendance are recorded in the minutes

**3.2** votes in Students' Council on motions and amendments are recorded in the minutes as either carried or defeated, with the names of persons abstaining noted;

**3.2.1** votes taken during Motions and Business Orders of the Day will record the individual names of those voting in favour, those voting in opposition, and the name of those abstaining from the vote;

**3.3** if the Chair is absent for any reason, the Chair will assign their duties appropriately, with consideration given to the longest serving member of Students' Council physically present for the meeting, or for that portion of the meeting; and

Deleted: of the Chair fall to

**3.4** when a meeting reaches a duration of two and one-half hours, and at the recommendation of the Chair, a motion may be made to table all remaining agenda items and move directly to the Evaluation section of the agenda.

## 4 The Approvals section is conducted according to the following rules:

**4.1** Additions to, and deletions from the agenda after distribution are presented as separate motions and require at least a 75% majority to be adopted. Each proposed change requires an explanation.

Deleted: Changes

Deleted: to

**4.2** The minutes from the previous Students' Council meeting are included.

## 5 The Presentations section is conducted according to the following rules:

**5.1** the cumulative time allotted for all presentations, including questions from Students' Council, is limited to one half-hour;

**5.2** persons wishing to make presentations must submit a request to Executive Committee.

**5.2.1** Executive Committee records all presentation requests and approves those presentations which are appropriate to the purview of Students' Council.





## Policy

6 The For Information section is conducted according to the following rules:

- 6.1 any member of SAMU may submit a written report; and
- 6.2 oral supplements may be given by anyone who submits a report.

7 The Question Period section is conducted according to the following rules:

- 7.1 any member of Students' Council may address the Chair to ask a question of any other member of Students' Council regarding any item in the agenda or on any topic affecting SAMU, SAMU members, or the university or larger community;
- 7.2 members of Students' Council to whom written questions have been directed may respond in writing in advance of the meeting for inclusion in the agenda material.
  - 7.2.1 Questions must be submitted at least two business days prior to the scheduled meeting.
- 7.3 any oral question may last no more than two minutes;
- 7.4 any answer may last no longer than 3 minutes.

8 The In Camera Period section is conducted according to the following rules:

- 8.1 all materials presented and all discussions in camera are confidential;
- 8.2 the In Camera Period is used when appropriate to discuss:
  - 8.2.1 issues related to assets or property of SAMU;
  - 8.2.2 human resources;
  - 8.2.3 legal issues or litigation.
- 8.3 if the nature of the discussion warrants, Students' Council may move to go in camera at any time during the meeting for business items not initially on the agenda as In Camera Period items;
- 8.4 during the In Camera Period, only members of Students' Council may be present except when Students' Council approves other individuals to attend;
  - 8.4.1 All such persons are bound by standing confidentiality agreements.
- 8.5 all items have specific names speaking to the actual topic being discussed.

**Deleted:** 6.1 the Executives submit written reports;¶

**Deleted:** 6.2 the General Manager submits written quarterly reports; ¶

**Deleted:** 6.3 the chairs of committees submit written quarterly reports;¶

**Deleted:** the Chair of Students' Council, the Executives, the General Manager, the chairs of committees, and the Chief Returning Officer



**8.5.1** A motion may be made to change the topic name to reflect the nature of the actual discussion.

**9** The Consultation section is conducted according to the following rules:

**9.1** each member of Students' Council is entitled to one speaking turn during each consultation item of business;

**9.2** the member of Students' Council with the floor may temporarily yield the floor to other members to have questions answered; and

**9.3** the member of Students' Council who has requested consultation may declare at any time that sufficient feedback has been received. That item of business then ends.

**10** The Evaluation section is conducted according to the following rules:

**10.1** self-evaluation and group evaluation forms are completed by members of Students' Council during the Evaluations section of all meetings.

**Deleted:** Councilors and Executives

**11** Items for inclusion in the agenda are submitted at least five business days in advance of the meeting, excluding reports which are submitted at least four business days in advance of the meeting.

**11.1** Items for inclusion in the agenda must be complete with relevant documentation and proposed motions; and

**11.2** All motions have a reference number set using the following guidelines: YEAR-MONTH-DAY-NUMBER IDENTIFYING AGENDA LOCATION, example: 2011-07-16-6.2; and

**11.3** Motions and consultation items submitted for inclusion in the agenda are prefaced with a submission sheet that follows the format given in Appendix A of this policy; and

**11.4** Agenda material to be included for in camera items is available in hard copy form for viewing in advance of the meeting at which it is to be discussed.

**12** Regular meetings are held on the third Wednesday of each month.

**13** Special meetings are conducted in the same way as regular meetings, with the following exceptions:

**13.1** the Approvals section does not require the inclusion of minutes;

**13.2** Special meetings do not require a For Information section or a Question Period.

**14** Secret ballot voting will only be used when appointing a councillor to committee and when selecting the Councillor of the Year.



Policy

**14.1** Votes will be counted by the Chair of Students' Council and verified by a Governance Office representative.

**14.2** Ballots will be destroyed.

**15** The agenda package of Students' Council Meetings, excluding confidential documentation, will be publicly published prior to the meeting.

**16** Minutes of Students' Council Meetings will be publicly published within five business days of their approval.

**17** Audio recordings and transcripts will be publicly published within five business days of the approval of the minutes.



## Appendix A: Submission Sheet

### STUDENTS' COUNCIL MEETING SUBMISSION

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

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#### TYPE OF SUBMISSION (CHECK ONE):

MOTION ☐ CONSULTATION ITEM ☐

Meeting Date:

Submitted By:

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Submission Title (As it will appear on agenda):

Background Information:

Implications:



## Fact Sheet

Policy

### Approvals:

First Approval – October 2, 2013

Last Approval – April 18, 2018

### Source and Updates:

October 4, 2013: *Students' Council Meetings* approved by Students' Council motion 2013-10-02-6.1. Source material drawn from *Students' Council Policy 24 – Meeting Procedures*.

August 20, 2014: *Students' Council Meetings* approved by Students' Council motion 2014-08-20-6.8 upon the recommendation of the Bylaws and Policy Committee.

September 16, 2015: *Students' Council Meetings* approved by Students' Council motion 2015-09-16-6.1 on the recommendation of the Bylaws and Policy Committee. Policy updated to include the ability to use secret ballot voting.

October 19, 2016: *Students' Council Meetings* approved by Students' Council motion 2016-10-19-6.1. Changes include addition of Treaty 6 land recognition and publication of Students' Council minutes expectation.

January 17, 2018: *Students' Council Meetings* approved by Students' Council motion 2017-01-17-7.3 on the recommendation of the Bylaws and Policy Committee. 3.2.1 added to record the individual votes of Students' Councillors on motions that take place during the Motions and Business Orders of the Day section of the agenda.

April 18, 2018: *Students' Council Meetings* approved by Students' Council motion 2018-04-17-7.4 on the recommendation of the Bylaws and Policy Committee. Addition of requirement to publish audio recordings and transcripts of Students' Council meetings.