



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

**Agenda for the Students' Council Meeting of the
Students' Association of MacEwan University
May 19, 2021 at 6:00pm via Zoom**

Voting Members:

Abby Abboud, Councillor
Thomas Cross-Trush, Vice President Student Life
Myles Dykes, President
Cassey Fallis, Vice President Academic
Christine Landberg-Llave, Councillor
Anthony Ma, Councillor
Kendell Semotiuk, Councillor
Trisha Singh, Councillor
Alem Tesfay, Councillor
Elaine Tran, Councillor
Larissa Williams, Vice President Operations
and Finance
Matt Yanish, Vice President External
vacant, Councillor

vacant, Councillor
vacant, Councillor
vacant, Councillor
vacant, Councillor
vacant, Councillor
vacant, Councillor

SAMU Officials and Council Support:

Timothy Jobs, Chair
Alan Honey, Governance Advisor
Samantha Callaghan, Administrative Coordinator

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 MAY 19, 2021

2.2 MOTION

TO APPROVE THE MINUTES OF APRIL 21, 2021

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. Students' Council Reinstatement Committee (In Camera)

4.1.7. Appointment Advisory Committee (In Camera)

4.1.8. Q3 Financials

4.2. Executive Committee Minutes

Minutes of April 14, 2021 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

6. In Camera Period

6.1 Councillor Reinstatement

6.2 Chief Returning Officer

7. Motions & Business Orders of the Day

7.1. Councillor Reinstatement

***MOTION TO REINSTATE ABBY ABOUD AS A COUNCILLOR ON THE RECOMMENDATION
OF THE STUDENTS' COUNCIL REINSTATEMENT COMMITTEE***

VPSL/

Favour:

Oppose:

7.2. Chief Returning Officer

***MOTION TO APPOINT _____ AS THE CHIEF RETURNING OFFICER FOR A TERM
ENDING APRIL 30, 2022***

PRES/

Favour:

Oppose:

7.3. Town Halls policy

**MOTION TO APPROVE THE TOWN HALLS POLICY ON THE RECOMMENDATION OF THE
BYLAWS AND POLICY COMMITTEE**

VPO/

Favour:

Oppose:

7.4. Audit Committee

MOTION TO APPOINT COUNCILLOR _____ TO THE AUDIT COMMITTEE

VPO/

Favour:

Oppose:

7.5. Bylaws and Policy Committee

MOTION TO APPOINT COUNCILLOR _____ TO THE BYLAWS AND POLICY COMMITTEE

VPO/

Favour:

Oppose:

7.6. Leadership and Review Committee

**MOTION TO APPOINT COUNCILLOR _____ TO THE LEADERSHIP AND REVIEW
COMMITTEE**

VPE/

Favour:

Oppose:

7.7.

8. Consultation

8.1

9. Evaluation

9.1.

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date

Meeting adjourned at



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
April 21, 2021 at 6:00pm via Zoom

Voting Members:

Abby Abboud, Councillor
Ruan Bouwer, Vice President External
Thomas Cross-Trush, Councillor
Cassey Fallis, Councillor
Christine Landberg-Llave, Councillor
Stephanie Ouellette, Vice President Operations
and Finance (absent)
Kendell Semotiuk, Councillor
Trisha Singh, Councillor
Aubrianna Snow, Vice President Student Life
Alycia Stewart, Vice President Academic
Alem Tesfay, Councillor
Elaine Tran, Councillor
Sean Waddingham, President
Larissa Williams, Councillor
Matthew Yanish, Councillor

vacant, Councillor
vacant, Councillor
vacant, Councillor
vacant, Councillor

Resource Official:

Myles Dykes, Board of Governors Student Representative
(Absent)

SAMU Officials and Council Support:

Timothy Jobs, Chair
Alan Honey, Governance Advisor
Samantha Callaghan, Administrative Coordinator

Meeting called to order at 6:00pm.

<Intros>

1. Treaty 6 Land Recognition

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2. Approvals

2.1 MOTION

TO APPROVE THE AGENDA FOR APRIL 21, 2021

VPSL/VPE

MOTION

TO AMEND THE AGENDA TO SWITCH THE ORDER OF 7.2 AND 7.3

WILLIAMS/VPE

Favour: Abboud, Vpe, Cross-Trush, Fallis, Landberg-Llave, Semotiuk, Singh, Vpsl, Vpa, Tesfay, Tran, Pres, Williams, Yanish

CARRIED

CARRIED

2.2 MOTION

TO APPROVE THE MINUTES OF MARCH 17, 2021

VPA/WILLIAMS

CARRIED

3. Presentations

3.1. Level Up (presented by Careers & Experience)

4. For Information

4.1. Reports

4.1.1. President

Chancellor appointment committee update; transition.

4.1.2. Vice President Academic

Transition; Academic Integrity Office.

4.1.3. Vice President External

U-Pass meeting update. Met with Minister of Advanced Ed, with the incoming Pres & Vpe.

4.1.4. Vice President Student Life

As presented.

4.1.5. Board of Governors Student Representative

4.1.6. Chief Returning Officer

4.1.7. Appointment Advisory Committee

As presented.

4.1.8. Appointment Advisory Committee (In Camera)

4.1.9. Audit Committee

As presented.

4.1.10. Governance Remuneration Advisory Committee

As presented.

4.1.11. Budget and Finance Committee

As presented.

4.1.12. Executive Committee

April items will be included in the next EC quarterly report.

4.2. Executive Committee Minutes

Minutes of March 3, 18, 30, and April 1, 2021 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

6. In Camera Period

MOTION TO GO IN CAMERA

VPE/TESFAY

CARRIED

6.1. Councillor vacancies

MOTION TO GO OUT OF CAMERA

ABBOUD/SEMOTIUK

CARRIED

7. Motions & Business Orders of the Day

7.1. Councillor vacancies

MOTION TO APPOINT ANTHONY MAH AS A COUNCILLOR EFFECTIVE APRIL 22, 2021 FOR A TERM ENDING OCTOBER 31, 2021

VPSL/TESFAY

Favour: Abboud, Vpe, Cross-Trush, Fallis, Landberg-Llave, Semotiuk, Singh, Vpsl, Vpa, Tesfay, Tran, Pres, Williams, Yanish

CARRIED

7.2. Committees policy

MOTION TO APPROVE THE COMMITTEES POLICY ON THE RECOMMENDATION OF THE BYLAWS AND POLICY COMMITTEE

WILLIAMS/VPE

Favour: Abboud, Vpe, Cross-Trush, Fallis, Landberg-Llave, Semotiuk, Singh, Vpsl, Vpa, Tesfay, Tran, Pres, Williams, Yanish

CARRIED

7.3. Roles and Responsibilities of Elected Representatives policy

MOTION TO APPROVE THE ROLES AND RESPONSIBILITIES OF ELECTED REPRESENTATIVES POLICY ON THE RECOMMENDATION OF THE BYLAWS AND POLICY COMMITTEE

WILLIAMS/SEMOTIUK

Favour: Abboud, Vpe, Cross-Trush, Fallis, Landberg-Llave, Semotiuk, Singh, Vpsl, Vpa, Tesfay, Tran, Pres, Williams, Yanish

CARRIED

7.4. Official Reporting Mechanisms to SAMU Membership policy

MOTION TO APPROVE THE OFFICIAL REPORTING MECHANISMS TO SAMU MEMBERSHIP POLICY

PRES/VPE

Favour: Abboud, Vpe, Cross-Trush, Fallis, Landberg-Llave, Semotiuk, Singh, Vpsl, Vpa, Tesfay, Tran, Pres, Williams, Yanish

CARRIED

7.5. Appointment Advisory Committee

MOTION TO APPOINT COUNCILLOR ABBOD TO THE APPOINTMENT ADVISORY COMMITTEE EFFECTIVE MAY 1, 2021

VPSL/TRAN

Nominees: Abboud

Favour: Abboud, Vpe, Cross-Trush, Fallis, Landberg-Llave, Semotiuk, Singh, Vpsl, Vpa, Tesfay, Tran, Pres, Williams, Yanish

CARRIED

7.6. Audit Committee

MOTION TO APPOINT COUNCILLOR MAH TO THE AUDIT COMMITTEE EFFECTIVE MAY 1, 2021

FALLIS/TRAN

Nominees: Mah

Favour: Abboud, Vpe, Cross-Trush, Fallis, Landberg-Llave, Semotiuk, Singh, Vpsl, Vpa, Tesfay, Tran, Pres, Williams, Yanish

CARRIED

7.7. Budget and Finance Committee

MOTION TO APPOINT COUNCILLOR MAH TO THE BUDGET AND FINANCE COMMITTEE EFFECTIVE MAY 1, 2021

PRES/TRAN

Nominees: Mah

Favour: Abboud, Vpe, Cross-Trush, Fallis, Landberg-Llave, Semotiuk, Singh, Vpsl, Vpa, Tesfay, Tran, Pres, Williams, Yanish

CARRIED

8. Consultation

9. Evaluation

10. Recognition

11. Adjournment

MOTION TO ADJOURN

SEMOTIUK

CARRIED

Next Meeting Date: May 19, 2021

Meeting adjourned at 7:47pm.



Students' Council Report

President
May 19, 2021

Dear Council

Below is my report on my work as President between May 1st to May 13th.

Dedicated Advocacy

CAUS Changeover (May 7th-10th)

Our first weekend into the role, our VP External and I attended the CAUS Changeover with the former President, former VP External, and Advocacy Coordinator. Sessions included an intro to CAUS, Partner Organizations, Robert's Rules of Orders, Media training (which was open to all executives), Wellness, Tuition and Fees, Student Financial Aid, and more. On the final day of the conference, our very own VP External was elected Vice chair of CAUS; he put together an incredible application and resume, and I'm incredibly glad that SAMU will have a prominent voice in provincial advocacy.

SAMU/UASU/NAITSA Meeting with Mayor Iveson (May 12th)

Along with our General Manager, Advocacy Coordinator, former President, former VP External, and current VP External, I attended a meeting with outgoing Mayor Don Iveson. Our General Manager was able to arrange a meeting and it was a great opportunity to learn the municipal issues facing students, such as affordable housing, transit, and more.

CASA Membership Check-in (May 13th)

Along with our VP External, I attended a coffee chat where I got to meet the Membership Officer and Executive Director of CASA. This was a more informal conversation to get to know one another before we jump into the CASA Foundations conference in a couple weeks.

Commitment to Sustainability

EC Morning Meetings

Starting on our first day in the role, EC has met every morning so far. We're using the time to get to know one another, talk about our experiences in the role, and discuss important matters when necessary. As we'll be continuing online for some time, it's crucial that we develop a team relationship so that in the year ahead we can maximize our efforts in advocating for students.

CRO Interview (May 10th)

AAC interviewed one candidate for the CRO role. The report on that interview will be presented in camera at the Students' Council Meeting.



Relations with our Community

President's Quarterly Meeting (May 4th)

On my second day in office, I had my first quarterly meeting with Dr. Trimbee. I had the opportunity to discuss my priorities for the next year and found that there was a lot of alignment and areas for collaboration in the year ahead.. Just to recap, my priorities for the year are: engaging our community, affordability & accessibility, and working towards inclusion. These are all derived from my campaign platform.

Alumni Advisory Council (May 6th)

Bright and early at 7AM, I attended my first Alumni meeting. Around the table were some former SAMU executives such as Danika McConnell and Amy Beard. It was their last meeting of the year, so it was mainly wrapping up and concluding on their initiatives but I'm looking forward to the meetings in the year ahead.

Closing Remarks

The past two weeks have been absolutely busy, but I'm glad for the running start in my year as President. One thing I've noticed among the executive is how different our sleeping schedule's are now, compared to the rather unstructured one of a full-time student online. Planning and looking to the year ahead, I'm excited for the opportunities and challenges will occur. Some worth mentioning are the Alberta 2030: Building Skills for Jobs report and our return to campus. Two weeks ago, the Ministry of Advanced Education presented the Alberta 2030 review of the post-secondary sector. Initially, student leaders were worried when ideas of tuition deregulation, university consolidation, and superboards were floated in consultation, but luckily the Alberta 2030 report was quite subdued. If you'd like to learn more about the AB 2030 report, you can find it on Advanced Education's website. Legislation implementing the changes highlighted in the report will likely occur in the fall. In our return to campus, there's also opportunities and challenges presented. We must balance the health and safety of our community with the desire for engagement and the true student experience, which has been sorely missing this past year in working from home. There are so many unknowns right now as it pertains to COVID-19, but with the rate of vaccinations I'm optimistic for the fall. I encourage you all to get vaccinated when possible, with any vaccine available to you.

Regards,

Myles Dykes,
SAMU President 2021/22



Students' Council Report

Vice President Academic May 19th, 2021

Greetings Council,

It has been an exciting first two weeks in office filled with many Teams, Webex and Zoom meeting, keeping my fellow Execs and I plenty busy. Please find my report below detailing events that occurred between May 1st and May 14th.

Dedicated Advocacy

Committee Appointments

During our transition week, committee appointments were conducted to redistribute all the committees the EC will sit on or chair for both MacEwan and SAMU this year. In the VP Academic role, I will mainly be sitting on MacEwan committees.

General Faculties Council Meeting

In this open session, a number of reports were given by the various branches contained within GFC as a whole, all of which are committees and/or working groups I am also a part of. In this meeting, there was the appointment of a Professional Association representative to the Health and Community Studies Faculty Council and approval of the revised Final Assessments Policy

Commitment to Sustainability

Transition

During the virtual transition week, we had excellent sessions led by the past EC, the GM and Alan outlining goal setting and project planning for this upcoming year. We were also able to spend some time outside together (socially distanced and following COVID restrictions at the time) to meet each other and ease into the new roles.

I have also had a number of meetings and collaborated with the past SA VP Academic, Alycia Stewart, moving into this role and tying up any potential loose ends.

Relations with our Community

Media Training

Through CAUS (Council of Alberta University Students), SAMU EC participated in a two-hour training session on how to deal with the media in terms of answering questions, getting one's messaging across, and establishing necessary relations.

Stewardship of Resources

Committee on Standards, Curriculum and the Calendar

This open session had a number of additions and removals to the calendar, with a recommendation of grading policy and research conducted on using ELA 30-2 as part of the admission criteria for students in different faculties.

Academic Calendar Advisory Group

The agenda for this meeting was heftier, with the addition of SAMU fee information and correctional services into the academic calendar. A recommendation to include institutional learning outcomes in the calendar was approved, along with discussion on publishing the calendar earlier with a number of deadlines for the curriculum being formalized.

VPA Report to Students' Council

Submitted May 13, 2021

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Integration of the SAMU Building

The day it was announced by the provincial government that the SAMU Building would be temporarily closing down I got to go for an in-person tour. That is likely the last time I'll be seeing my office on the third floor for the next little while.

Connect to Students

Appeals

Peak season for appeals has arrived and I have increased my office hours to meet with students to go through the appeals process and support them to the best of my abilities until the Student Support Coordinator is settled in. With Alycia's support, I have attended several one-on-one student meetings and acted as the support person for Stage I-III appeals.

Enhance Student Experience

Moodle Implementation Steering Committee

With Blackboard being replaced by Moodle, this committee discussed the functionality of Moodle and features that would be beneficial to both students and faculty. Team lead reports, discussion on minor aesthetic aspects, overview of current timelines and results from the various student focus groups were also brought up.

Proctorio Guided Session

Proctorio, a virtual proctoring system looking to be implemented on Blackboard in a limited capacity for some examinations, was presented to a few relevant stakeholders. We were able to test Proctorio from both the student and instructor lenses.

Campus Supports For Open Education Resources

In speaking to individuals from the MacEwan library, the Bookstore and from the Office of Teaching and Learning, we discussed what OERs are going to look like for students at MacEwan, with a slower rollout to faculty. Representing SAMU, I have been tasked with taking lead for contacting the relevant individuals in identifying courses with low- or no-cost materials and listing them on the course calendar.

Closing Remarks

Ever gone through ~11 000 emails, receive your work computer 20 minutes before your first meeting, and have to sit through a 180-minute-long software update? That was the start of my term. A little chaotic, a lot of time put aside to get things organized and quite a few back-to-back meetings. It has been a great time so far and a huge kudos to Alycia, the past VP Academic, for allowing me to shadow so many meetings with students, working groups, and committees prior to my term to make the transition smoother.

I'm looking forward to starting to roll out some projects as part of my election campaign and to continue connecting to students. That of course includes all of you, so please reach out either by email (savpacademic@macewan.ca) or any other platform at any point this year.

Thank you and kind regards,

Cassey Fallis (she/her)

Vice President Academic – 2021/2022

Students' Association of MacEwan University



Students' Council Report

Vice President External May 19th, 2021

Hello Councillors,

The following is a summary of the Vice President External (VPE) activities since the April 21st meeting. I will note that since my term officially began on May 1st, some of the things reported on before that date were handled by my predecessor Ruan Bouwer. I encourage any and all questions related to my report, as I will aim to keep it as concise as possible for the subsequent monthly reports as I realize this is a bit long.

Transition:

External Transition All-Day Bonanza (April 22nd)

The previous Executive Committee (EC) team, notably the former VP External and President (among other important efforts from the Advocacy Coordinator), did a great job transitioning me for the new role during a marathon of meetings and summaries of various aspects of my upcoming position.

Transition Week (April 26th-30th)

The last week of the terms of the previous EC was dedicated to transitioning all of the new EC team in a unique and flexible digital manner, which included various presentations, projects, and opportunities for us to ask questions. Usually this transition week occurs out of town, but for obvious reasons, it was changed to an online format this year. While it was very effective given the circumstances, nothing beats in-person communication and I sincerely hope we are able to do this "the old fashioned way" next year.

Advocacy:

Council of Alberta University Students (CAUS) Changeover (May 7th-10th)

I attended the yearly CAUS changeover conference where we do out with the old and in with the new (delegates, that is). Aside from general onboarding and information overload, I also was elected Vice Chair for the upcoming year. I am excited to be serving alongside our Chair, Rachel Timmermans of the Students' Association of Mount Royal University (SAMRU). I could not have

VPE Report to Students' Council

[Submitted May 14, 2021]

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done it without the help and support from the Advocacy Coordinator, the President, and our previous EC team. I am hopeful for what the position entails in the upcoming year. This role will occupy a sizeable chunk of my efforts for this term as Rachel and I plan the upcoming counterparts conference, form the priorities document, create the budget submission, and work on a response to the Alberta 2030 review.

Alberta 2030 Review (released April 28th)

I was present for the recent and long-awaited unveiling of the Alberta 2030: Building Skills for Jobs review. In summary: the Minister of Advanced Education unveiled the approach that the Alberta government will take to make changes to post-secondary education (PSE) to move it towards a goal in 2030. AB2030 would have been far worse for students if not for the efforts of CAUS and various students' unions and associations to make the student voice heard and minimize many of the things recommended by McKinsey (a consultation firm that was paid 3.5 million to produce recommendations for AB2030), as tuition deregulation or "Super Boards" would make PSE in Alberta more expensive and less efficient. To quote Alex Usher on the AB 2030: "...as a strategy, it's a) not all that scary, b) not especially well-resourced, and c) absolutely never going to happen as envisaged unless someone starts extending timelines." The report does have some good things in it (such as the notion that tuition could be tied to inflation), but many of the "good things" are planned to come into effect later than the "bad things". The next year will involve trying to delay the bad and fast-track the good.

Mayor Iveson meeting (May 12th)

The President and I attended a meeting with the Mayor alongside SAMU's outgoing VPX, President, and General Manager. The meeting was an informal advocacy-esque meeting with representatives from NAITSA and UASU present. The three organizations were asked to share our thoughts on housing, transit, and other municipal issues, and have the Mayor respond with what the city is doing/has done to address these issues.

Bilateral meetings:

Ryan Lindblad, University of Lethbridge Students' Union (ULSU) VPE (May 7th)

Meetings with my counterparts at other students' unions (SUs) and students' associations (SAs) is very important to how I plan to operate over the remaining 11 or so months of my term. There are many advocacy points that are key to my priorities (such as increasing student aid, integrating an indigenous voice to my advocacy, and creating better work-integrated (WIL) opportunities for

VPE Report to Students' Council

[Submitted May 14, 2021]

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students) that are shared by other SUs and SAs, and getting input from Ryan and other counterparts of mine provides me with feedback that is crucial to my effectiveness in my role. Ryan informed me of his priorities, and we outlines areas of collaboration for the upcoming year, notably on a better approach to pressuring the government on sexual violence prevention.

Christian Fotang, University of Alberta Students' Union (UASU) VPE (May 13th)

Christian and I met for the aforementioned reasons regarding sharing approaches and strategies to tackle similar issues. He and I plan on being active members of the Edmonton Student Alliance (ESA) for this year, championing fresh ideas surrounding WIL and anti-racism efforts on campus. He also provided insight on how his SC/EC dynamic unfolds, and gave me interesting ideas for how to engage with our Councillors at SAMU. He and I both only ran for our respective positions because of then-current members of EC reaching out and empowering us as Councillors. Additionally, we are very interested in involving Edmonton students in a forum with the upcoming municipal candidates.

Rachel Timmermans, SAMRU VPE (May 13th)

Rachel and I had our first of what will be many meetings related to our roles at CAUS as Chair and Vice Chair. We discussed priorities for the role in the upcoming year, as well as our approaches to advocacy in relation to other provincial student organizations. Rachel and I strongly believe in the power of a unified message for Albertan students.

Other:

Committee appointments (May 5th)

In our first EC meeting of the term, I was appointed chair of Leadership and Review Committee (LRC) at SAMU, as well as a member of these MacEwan bodies: Information and Technology Management Committee, Book of the Year Committee, and Indigenous Advisory Council.

GovWeek planning with VP Operations and Finance (VPO) (May 10th)

The VPO reached out to me to discuss the various ways she wishes to increase engagement and effectiveness of the various resources for connecting students with SAMU governance. Considering I am the chair of LRC, there will be significant overlap in the overall goals and strategy of the VPO's initiatives and what LRC can make progress on.



Monthly Meeting with MacEwan's Director of Government Relations, Theresa Vladicka (May 10th)

Theresa and I decided we would continue the monthly meetings initiated by my predecessor in the previous term. We discussed issues associated with transferring credits to MacEwan, and the impending performance-based funding (PBF) implementation.

Closing Remarks:

I must thank the outgoing EC (and the remaining SAMU staff) for doing a phenomenal job being resources and providing support to my transition into this role. Additionally, I must thank our Advocacy Coordinator Parvin Sedighi in particular for her invaluable support that enabled me to be selected as CAUS Vice Chair. I look forward to productively challenging the notion from the Government of Alberta that "skills for jobs" is the supreme reason one ought to obtain an education, and making clear how such an approach puts too much of the onus on individual institutions to solve a problem that barely exists to begin with.

I hope you all found my report informative, and I sincerely encourage anyone to reach out should they wish to discuss anything related to my portfolio. We no longer have the informal consultation, the random hallway chats, the pre-meeting root beer with Tim, or the post-meeting political monologues/soliloquies among fellow members of SC. In speaking to some other VPEs about horror stories relating to antagonistic and inefficient governance, it really makes me grateful for the relationship our EC has to the rest of SC, and I look forward to cultivating that dynamic. I want to empower every Councillor to feel as if they have the tools and abilities to make the most of their governance obligations, and I have full confidence we can fill the open spaces on SC with energetic and capable people. The onus is on all of us to restore SC to its full capacity.

All the best,

Matthew Yanish, Vice President External
Students' Association of MacEwan University
savpexternal@macewan.ca



Students' Council Report

Vice President Operations & Finance May 19, 2021

Greetings Councilors!

I hope this report finds you well. Please see below for my report detailing the events that occurred from May 1st, 2021, to May 12, 2021

Student Experience and Engagement

Executive Project Planning

This past week I have met one on one with each of my fellow executives to provide their initial take on a project that I intend to roll out, working title: Governance Week. More information on this project will be available at a later date as it is currently in the initial stages.

Student Voice

MacEwan AVP Financial Services Hiring Committee

I am sitting on the AVP Financial Services Hiring Committee for MacEwan, we have met twice since my term began, and interviews began today (May 12th).

Strengthening SAMU Operations

BPC Meeting

There was one BPC meeting since the start of my term, this meeting led to the committee approving the Official Reporting Mechanisms to SAMU Membership policy, which will come to Students' Council next month. The Students' Council Meetings policy was discussed and required further consultation before being ready to be brought to SC.

Board Of Governors

Meeting With Carolyn Graham (Chair of MacEwan Board of Governors)

I attended a meeting with Carolyn Graham and Myles as an opportunity for me to meet the chair of the Board before the first meeting.

Other Business

1 on 1 Meetings with SAMU Directors

Meeting with Darryl – I met with Darryl, our Director of Building Operations within the first couple days of my term to have an in person socially distanced tour of the building, we discussed covid protocols, the status of the building, and opportunities that can arise from having a building.



Meeting with Jamie – I met with Jamie, our Director of Programs and Services, where I was introduced to her team and provided a broad overview of the work that they do. We also briefly discussed some of my ideas for projects, events, initiatives that I want to put on during my term.

Meeting with Justin – I met with Justin, our Director of Finance, where we discussed some proposed changes to the Finance policy that will be being presented to BFC early next week.

Transition Meetings with EC

As is tradition, in the first few weeks of our terms, I attended quite a few informational meetings with the other execs from various departments where we learnt more about the processes of SAMU and where introduced to various members of SAMU staff across the different departments.

Closing Remarks

It's been a busy week and a half, though my report might not reflect it, as I learned more about not only just the processes of SAMU, but also more about topics that fall under my portfolio and even the most basic tasks such as how to use a MacBook! In saying that, I am super excited for this upcoming year, and I look forward to working with all of you.

Hopefully one day soon we will be able to be back in person on campus and in the office. In the meantime, please do not hesitate to reach out to me if you have any questions.

Cheers,

Larissa Williams,

VP Operations and Finance, SAMU

savpopoperations@macewan.ca



Students' Council Report

Vice President Student Life
May 19th, 2021

Hello Councilors!

After a long transition, I'm very excited to be sharing my first EC report with you all! This shorter-than-usual report will detail activities between May 1st and May 14th. I will also keep my reporting in line with SAMU's strategic goals throughout my term, although this report is aligned with the older set of

Dedicated Advocacy

SVOVE Update

SVOVE's first session has been scheduled for May 22nd (Yay)! The Student Voice on Sexual Violence Committee has been in the works for a long time, and it will be great to see the hard work put into forming it pay off at this first training session. Aubrianna Snow was responsible for the conceptualization and creation of this committee, and I'm excited to continue her great work by chairing it this year. Stay tuned next month for more SVOVE info!

SVPEC

I attended my first Sexual Violence Prevention & Education Committee meeting on May 7th. At this meeting, we examined the Office of Sexual Violence Prevention and Education's proposed 2021-2022 budget, as well as review strategic goals and milestones SVPEC hopes to achieve this year. We're exploring ways to increase the number of people at MacEwan (staff and students) who receive sexual violence prevention training so they can educate and disseminate this training to their colleagues and peers.

Restorative Justice

I attended a Restorative Justice meeting on May 7th, held in collaboration between MacEwan and NAIT. Speakers from NAIT described how they used restorative justice practices for cases of sexual violence at the polytechnic institute, and our MacEwan counterparts took note to see if similar practices could be effectively implemented here at MacEwan. A follow up Restorative Justice meeting was held May 13th to debrief the NAIT approach.

Commitment to Sustainability

SAMU Building

I had the opportunity to fully tour the SAMU building (prior to new lockdown restrictions coming in place) and received an update on expected timelines of completion for various unfinished aspects of the building. We are hoping we will be able to fully realize the building's potential this upcoming academic year, however it's a bit touch and go right now until we see concrete evidence that Covid is on the decline.

Relationships With Our Community

Carnegie Classification Working Committee

I am pleased to confirm I will be sitting as the SAMU EC member on the Carnegie Classification Working Committee. While the VPA has traditionally sat on this committee, we thought it would

VPSL Report to Students' Council

Submitted May 13, 2021

Page 1 of 2



be fun to shake things up this year. This committee met on May 3rd, and discussed the Carnegie frame works applicability to MacEwan University. Please reach out to me if you would like more information about the Carnegie frame work, or what this committee does!

Connection to Students

Social Media Changes

EC has decided that the current 5 Facebook profiles, one for each executive, is excessive, and will be merging all 5 Facebook profiles into one master "SAMU Executives" profile. We hope this consolidation will allow for more specific engagement from students and less confusion about who to contact on Facebook.

Enhancing The Student Experience

NSO Planning Committee

I attended my first New Student Orientation Planning Committee meeting on May 3rd. Given that Covid remains a problem, much of NSO is expected to be held online, however details have not yet been ironed out. Stay tuned for more on this in the coming months!

GASC

The Grants and Allocations Subcommittee met on May 4th to discuss one student conference grant application and one student group grant application.



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
April 14, 2021 @ 10:00am**

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:

Collin Steffes, General Manager
Alan Honey, Governance Advisor

1. Call to Order: 10:04am

2. Approval of Agenda:

**VPSL/VPE
CARRIED**

3. Approval of Minutes for: April 1, 2021

**VPE/VPSL
CARRIED**

TOPIC		DISCUSSION	
1.	EC Transition agenda	Pres – final version of the transition agenda has been provided to everyone. Looking for any final feedback.	
2.	Committee appointment		MOTION TO APPOINT MUHAMMAD HAMZA JAVED TO THE STUDENT VOICE ON VIOLENCE ELIMINATION SUB-COMMITTEE ON THE RECOMMENDATION OF THE APPOINTMENT ADVISORY COMMITTEE VPA/VPE CARRIED
3.	VP Student Life's Report	Transition Bfc meeting. Pvp meeting. External eval item. Wrapping up SVOVE.	
4.	GM's Report	Alberta GM/ED meeting update. SLT meeting update. Strat Plan wrapping up. Return to campus update. Recruitment update re support coordinator. SAMU/MacEwan communications update.	
5.	President's Report	Transition. BOG update. MacEwan external audit.	

		Restorative resolution work. BFC meeting. EC transition agenda planning. MacEwan Chancellor update. Student leaders meeting with government of AB.	
6.	VP Academic's Report	DLE meeting. Restorative resolution work. Transition. PVP meeting. APQA meeting. Student meeting. External reviewer session.	
7.	VP External's Report	Transition. Finalizing last goals to work through. BFC meeting. BPC meeting. Met with Larissa to transition. Student leaders meeting with Government of AB.	
8.	Recognition		

4. Adjournment

Time: 11:40am



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

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: May 19, 2021

Submitted By: Thomas Cross-Trush, VP Student Life

Submission Title (As it will appear on agenda):

Councillor reinstatement

Motion to reinstate Abby Abboud as a councillor on the recommendation of the Students' Council Reinstatement Committee

Background Information:

The Students' Council Reinstatement Committee has submitted a report that recommends the reinstatement of Abby Abboud as a councillor. Based on the unanimous decision from the student-at-large members of this committee, I believe that we should accept their recommendation.

Implications:

Reinstatement would fill one of the many vacant council positions and provide better student representation in SAMU governance.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

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: May 19, 2021

Submitted By: Myles Dykes, President

Submission Title (As it will appear on agenda):

Chief Returning Officer

Motion to appoint _____ as the SAMU Chief Returning Officer for a term ending April 30, 2022

Background Information:

The CRO job posting went up on April 12th and closed on April 30th. We received a total of three submissions. The Appointment Advisory Committee reviewed the applications and conducted the appropriate interview(s). The Committee is bringing a recommendation to Students' Council for appointment of the CRO for the upcoming year. Details of who was interviewed and the recommendation will be provided during the In Camera portion of the May 2021 Students' Council meeting

Implications:

Filling this vacancy will enable election planning to begin for the upcoming year.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

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: May 19, 2021

Submitted By: Larissa Williams, VP Operations and Finance

Submission Title (As it will appear on agenda):

Town Halls policy

Motion to approve the Town Halls policy on the recommendation of the Bylaws and Policy Committee

Background Information:

The Bylaws and Policy Committee reviewed the Town Halls policy and is recommending some updates:

1. minor wording changes for clarity.
2. requiring in person Town Halls to be held on the MacEwan University campus to ensure easier accessibility to the SAMU membership.
3. requiring an online/virtual opportunity, whenever possible, for the SAMU membership to also ensure easier accessibility. The inclusion of 'wherever possible' was made based on feedback from our Events department identifying that the style of the event would dictate whether an online option would be possible or not. Mandating this option for all Town Hall events could present logistical challenges otherwise.

Implications:

We have a more clear policy for our Town Halls.



Town Halls

Rationale

Town Halls provide students with a way to communicate with their Students' Council and for Students' Council to gather feedback from students on emergent issues affecting the SAMU membership.

Deleted: elected officials

Deleted: elected officials

Definitions

A **Town Hall** is an informal public meeting, function, or event that is open to all SAMU members. Attendees can present ideas, voice opinions, or ask questions of the elected officials.

Deleted: , and held on the MacEwan City Centre campus

Expectations

1 A Town Hall will be held during the winter semester of each academic year.

2 Town Halls should be open and accessible to all students.

2.1 In person events must be held at the MacEwan University campus.

2.2 In person events must provide a virtual/online opportunity for students to attend wherever possible.

3 Members of Students' Council will be provided with materials pertinent to the town hall at least five business days in advance.

Deleted: Elected officials

4 Students will be provided with an opportunity to interact with members of Students' Council during the event.

Deleted: elected officials

5 The Executive Committee will submit a report on the outcomes of the Town Hall to the Students' Council in the month following the Town Hall.



STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY

Policy

Fact Sheet

Approvals:

First Approval – October 21, 2015

Last Approval –

Source and Updates:

October 21, 2015: *Town Halls* approved by Students' Council motion 2015-10-21-6.1 on the recommendation of the Bylaws and Policy Committee.

Town Halls 2



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

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: May 19, 2021

Submitted By: Larissa Williams, VP Operations and Finance

Submission Title (As it will appear on agenda):

Audit Committee

Motion to appoint Councillor _____ to the Audit Committee

Background Information:

The Audit Committee still has a vacant councillor seat. The committee has been unable to meet since they are missing two student-at-large members as well.

Implications:

Filling this vacancy will enable the committee to get back to its work.

Audit Committee

Mandate

1 Audit Committee assists Students' Council in fulfilling its financial oversight responsibilities.

Roles of Committee

2 Audit Committee monitors, evaluates, advises, and makes recommendations on:

- 2.1** matters affecting external, internal, or special audits;
- 2.2** policies and practices related to internal controls; and
- 2.3** compliance with legal, statutory, and regulatory requirements.

Authority

3 Audit Committee is granted unrestricted access to SAMU information relating to its mandate or to the roles of the committee.

Composition

4 The voting members of Audit Committee are three Councilors and two students-at-large.

4.1 If voting positions of the Audit Committee cannot be populated by Councillors, students-at-large will fill the remaining positions.

4.2 Preference will be given to students-at-large with financial experience.

5 The resource officials of Audit Committee are a public member with professional accounting experience and a full-time staff member of the Finance Department.

6 No SAMU official with signing authority may serve on Audit Committee.

7 Any Councillor is entitled to attend a committee meeting in a non-voting capacity.

Committee Operations

8 Audit Committee selects a Chair from among the Councillors on the committee.

9 Regular quarterly meetings of Audit Committee are held once per fiscal quarter, on dates determined at the first meeting following the initial appointment of Councillors to committees.

9.1 Voting members who fail to attend a regular quarterly meeting are automatically removed from the committee.

10 The Committee Chair may call additional meetings as required.

11 SAMU's auditors may advise and present to Audit Committee when required and as part of the audit process.

Standing Orders

12 Audit Committee reviews Executive spending and work, vacation, and sick hours quarterly.

13 Audit Committee reviews budget variances quarterly.

14 Audit Committee reviews out-of-budget and exceptional authorizations or expenses.

15 Audit Committee reviews compliance with recommendations made by SAMU's auditors.

16 Audit Committee reviews the performance of the auditors and may, at its discretion, recommend to Students' Council a change in auditors.

17 Audit committee may add to its work plan any item of concern relating to its mandate or roles which has been brought to its attention by committee members, Councillors, Executives, SAMU staff, SAMU members, or SAMU's auditors.

17.1 The identity of any individual who brings a concern before Audit Committee is kept confidential and is not disclosed during Audit Committee investigations, in minutes or in reports.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

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: May 19, 2021

Submitted By: Larissa Willaims, VP Operations and Finance

Submission Title (As it will appear on agenda):

Bylaws and Policy Committee

Motion to appoint Councillor _____ to the Bylaws and Policy Committee.

Background Information:

The Bylaws and Policy Committee still has a councillor vacancy. While the committee currently has quorum and is able to meet we'd still like to fill this vacancy.

Implications:

Filling this vacancy will enable the committee to continue its work with more voices bringing ideas to the table.

Bylaws and Policy Committee

Mandate

1 Bylaws and Policy Committee ensures the relevance and consistency of SAMU Bylaws and Policy.

Roles of Committee

2 Bylaws and Policy Committee ensures the proper and timely review of SAMU Bylaws and Policy.

2.1 Bylaws and Policy Committee utilizes the policy review regulations set in *Policies*

3 Bylaws and Policy Committee may create or recommend amendments to a particular bylaw or policy.

4 Bylaws and Policy Committee ensures the alignment of Policy with the SAMU Bylaws, Vision, and Mission.

5 Bylaws and Policy Committee consults with SAMU staff in the course of its deliberations where the creation and revision of policies affects department operations.

Composition

6 The voting members of Bylaws and Policy Committee are one Executive, two Councilors, and two students-at-large.

7 The resource officials of Bylaws and Policy Committee are the Governance Advisor and the Chair of Students' Council.

7.1 Any member of Students' Council is entitled to attend a committee meeting in a non-voting capacity.

Committee Operations

8 Regular quarterly meetings of the Bylaws and Policy Committee are held once per fiscal quarter, on dates determined at the first meeting following the initial appointment of Councillors to committees.

8.1 Voting members who fail to attend a regular quarterly meeting are automatically removed from the committee.

9 The Committee Chair may call additional committee meetings as required.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

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: May 19, 2021

Submitted By: Matt Yanish, VP External

Submission Title (As it will appear on agenda):

Leadership and Review Committee

Motion to appoint Councillor _____ to the Leadership and Review Committee

Background Information:

The Leadership and Review Committee still has one councillor vacancy. They are also looking for two student-at-large members. Because of all these vacancies the committee has been unable to meet.

Implications:

Filling this vacancy will enable the committee to continue its work.

Leadership and Review Committee

Mandate

1 Leadership and Review Committee is a semi-judicial body which advises and reviews Students' Council, and strives to maximize student engagement.

Roles of Committee

2 Leadership and Review Committee reviews the performance of the Chair of Students' Council.

3 Leadership and Review Committee reviews Students' Council's decisions in relation to their adherence to SAMU Bylaws and Policies.

3.1 Leadership and Review Committee may call a re-vote on a decision where it deems the decision was a violation of Bylaws or Policies.

3.2 Members of Students' Council may request a review of a decision in relation to its adherence to Bylaws and Policies.

3.2.1 Requests must be made in writing to the Chair of Leadership and Review Committee within 10 days of the disputed decision.

3.2.2 Leadership and Review Committee will have 30 days to respond in writing to Students' Council with its decision.

4 Leadership and Review Committee creates opportunities for members of Students' Council to develop leadership skills by:

4.1 researching and implementing applicable professional development opportunities for members of council; and

4.2 developing team building opportunities for Students' Council.

5 Leadership and Review Committee develops a plan for Student Council to engage with SAMU members.

6 Leadership and Review Committee reports on the effectiveness and progress of Students' Council.

Composition

7 The voting members of Leadership and Review Committee are one Executive, two Councillors, and two students-at-large.

8 The resource official of Students' Council Review Committee is the Governance Advisor.

8.1 Any member of Students' Council is entitled to attend a committee meeting in a non-voting capacity.



Committee Operations

9 Meetings of Leadership and Review Committee are held at least twice per quarter.

10 The Committee Chair may call additional meetings as required.