



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Agenda for the Students' Council Meeting of the Students' Association of MacEwan University January 19, 2022 at 6:00pm via Zoom

Voting Members:

Gabriel Ambutong, Councillor
Abby Beka, Councillor
Freja Cartujano, Councillor
Thomas Cross-Trush, Vice President Student Life
Jayden Depeel, Councillor
Myles Dykes, President
Jordan Gable, Councillor
Alex Hominiuk, Councillor
Lisa Kotelniski, Councillor
Joseph A. La Torre, Councillor
Nhi Phan, Councillor
Kendell Semotiuk, Councillor
Rayyah Sempala, Councillor

Asif Siddiqui, Councillor
Alem Tesfay, Councillor
Elaine Tran, Councillor
Larissa Williams, Vice President Operations
and Finance
Matt Yanish, Vice President External

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 JANUARY 19, 2022

2.2 MOTION

TO APPROVE THE MINUTES OF DECEMBER 15, 2021

3. Presentations

3.1. Wellness and Psychological Services (Pres)

4. For Information

4.1. Reports

4.1.1. President

4.1.2. Vice President External

4.1.3. Vice President Operations & Finance

4.1.4. Vice President Student Life

4.1.5. Appointment Advisory Committee

Pres -

4.1.6. Audit Committee

Tesfay -

4.1.7. Bylaws and Policy Committee

Vpo -

4.1.8. Budget and Finance Committee

Vpo -

4.1.9. Executive Committee

Pres -

4.1.10. Governance Remuneration Advisory Committee

Vpsl -

4.1.11. Leadership and Review Committee

Vpe -

4.1.12.

4.2. Executive Committee Minutes

Minutes of December 1 and 16, 2022 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

Topics include:

6. In Camera Period

7. Motions & Business Orders of the Day

7.1. MacEwan Mental Health Mandatory Non-Instructional Fee

MOTION TO APPROVE MACEWAN UNIVERSITY'S PROPOSAL FOR THE INTRODUCTION OF A NEW MENTAL HEALTH MANDATORY NON-INSTRUCTIONAL FEE BEGINNING THE 2022/23 ACADEMIC YEAR AT A RATE OF \$7.00 PER STUDENT PER TERM TO ENABLE MACEWAN UNIVERSITY TO INCREASE THE LEVEL OF MENTAL HEALTH COUNSELING AND CRISIS RESPONSE SERVICES

PRES/

Favour:

Oppose:

7.2. Roles and Responsibilities of the Board of Governors Student Representative policy

MOTION TO APPROVE THE ROLES AND RESPONSIBILITIES OF THE BOARD OF GOVERNORS STUDENT REPRESENTATIVE POLICY ON THE RECOMMENDATION OF THE BYLAWS AND POLICY COMMITTEE

VPO/

Favour:

Oppose:

7.3. Students' Council Meetings policy

MOTION TO APPROVE THE STUDENTS' COUNCIL MEETINGS POLICY

VPO/

Favour:

Oppose:

7.4. Bylaws and Policy Committee

MOTION TO APPOINT COUNCILLOR _____ TO THE BYLAWS AND POLICY COMMITTEE

VPO/

Favour:

Oppose:

7.5.

8. Consultation

8.1

9. Evaluation

9.1

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: January 21, 2022

Meeting adjourned at



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Minutes for the Students' Council Meeting of the Students' Association of MacEwan University December 15, 2021 at 6:00pm in room SA-200

Voting Members:

Gabriel Ambutong, Councillor
Abby Beka, Councillor
Freja Cartujano, Councillor
Thomas Cross-Trush, Vice President Student Life
Myles Dykes, President
Jordan Gable, Councillor
Alex Hominiuk, Councillor
Joseph A. La Torre, Councillor
Nhi Phan, Councillor
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Asif Siddiqui, Councillor
Alem Tesfay, Councillor

Elaine Tran, Councillor
Larissa Williams, Vice President Operations
and Finance
Matt Yanish, Vice President External
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 6:00pm.

<Intros>

1. Treaty 6 Land Recognition

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2. Approvals

2.1 MOTION **TO APPROVE THE AGENDA FOR DECEMBER 15, 2021**

HOMINIUK/LA TORRE

CARRIED

2.2 MOTION **TO APPROVE THE MINUTES OF NOVEMBER 16 AND 17, 2021**

PHAN/PRES

CARRIED

3. Presentations

3.1. Council of Alberta University Students (CAUS)

4. For Information

4.1. Reports

4.1.1. President

MacEwan Strategic vision video update.

4.1.2. Vice President External

Telegram group chat; UofC leaving CAUS;

4.1.3. Vice President Operations & Finance

Meet SAMU week update; GovWeek opportunities coming;

4.1.4. Vice President Student Life

Restorative conference tomorrow – still looking for a student member;

4.1.5. Appointment Advisory Committee (In Camera)

4.1.6. Appointment Advisory Committee Work Plan

4.1.7. Audit Committee Work Plan

4.1.8. Budget and Finance Committee Work Plan

4.1.9. Bylaws and Policy Committee Work Plan

4.1.10. Executive Committee Work Plan

4.1.11. Governance Remuneration Advisory Committee Work Plan

4.1.12. Leadership and Review Committee Work Plan

4.2. Executive Committee Minutes

Minutes of November 3 and 17, 2021 provided.

5. Question Period

5.1. Written Questions

Tran - For students interested in Student Advisory Committees, how can one become involved?

Pres - Pres - Student Advisory Committees are recruited at the faculty-level, so the recruitment process may vary depending on the faculty. For example, the Faculty of Arts and Science promoted their faculty Students Advisory Council through their faculty newsletter, whereas some other faculties have department-level SACs and recruit by a different method. If a student is interested in joining an SAC, I would advise they reach out to their Dean's Office?

Tran - With the termination of the Bachelor of Applied Business Administration - Accounting program, how does the termination of the program affect current students enrolled in the program, if at all?

Pres - This termination of the program will not take effect until July 2022 and was preceded by a ministry-approved suspension, meaning the program was not accepting new students. All students remaining in this program will be graduating by the spring of 2022 and none will be affected.

Tran - In the Audit Committee Work Plan, it is mentioned that AC will receive financial/audit training and that members of SC are welcome to attend. Will the session be held in person or virtually? If one is interested but unable to attend, could it be recorded?

Tesfay - Thanks for the question! The meeting will be held virtually through Zoom, and it is planned to be recorded. I believe Alan will send out the Zoom email link with the meeting time and date tomorrow morning for any councillor who would like to attend.

Sempala - Topic: Introduction to City Council: What are the possible benefits for students with this meeting?

Pres – There are a variety of municipal issues that impact students directly, such as public transportation, student employment (general economic prosperity), affordable housing, and more. Meetings allows us to develop a relationship with new City Councillors and get a better understanding of their priorities and how they align with SAMU's on behalf of students. By understanding what areas of alignment that we share with Councillors, we have the ability to maximize the impact of our advocacy and it allows us to tailor our messaging.

Sempala - Topic: General Faculties meeting: What will happen to the students in these programs that are to be terminated? What can be done to implement a more inclusive model that will be of benefit to students while still maintaining a good fiscal budget?

Pres – For what will happen to students in the program, please see my response to Councillor Tran's

question. The termination of this program maintains good financial planning for the university by eliminating program duplication, which was essentially what was occurring as an Accounting major is offered within the Bachelor of Commerce program. This allows university resources to be utilized in the most effective way.

Sempala - Topic: Student Life Manager: What is the student affairs team doing to offer a more inclusive and diverse campus to students?

Pres – Many of the offerings run by Student Affairs are focused towards the student experience and their mental health. With these offerings, they are acutely aware of the barriers that equity-deserving students face and try to proactively respond with an intersectional lens. Wellness and Psychological Services is one of the units that falls under Student Affairs, and they are trying to increase the complement of visible minority counsellors, as the lived experiences of a counsellor can inform their practice. This question will be front of mind when we meet with them again next quarter.

Sempala - Topic: SAMU/Macewan Executive Quarterly meeting: What issues concerning online learning were discussed?

Pres - At the quarterly meeting with administration, we discussed what the return to campus for second semester looks like. One topic was classes and their modality. 20% of classes will be online and 80% will be in-person or hybrid. One concern SAMU noted at the meeting was that some "hybrid" classes were delivered solely online, which reduces the quality of the student's experience as well as fails to meet expectations for what they signed up for. While academic freedom for instructors is encouraged, which includes modality, we were told that hybrid classes would not be delivered more than 50% in-person. If Students' Council has any other concerns regarding online learning or has heard of concerns from students, please reach out to Executive Committee.

Sempala - Topic: Week of Wellness: Will this be a collaboration with the office of sexual violence prevention, education, and response?

Vpsl – Thank you for the question! Yes, we are exploring collaboration with OSVPER for this event, although only for a portion of the event. This "Week of Wellness" event (which is still under planning/development) is intended to cover several areas of personal wellness, including mental health, sexual health, physical health and more, so OSVPER would only collaborate on relevant sexual health topics.

Sempala - Topic: Anti-racism day tabling: Why was the anti-racism day tabled? Is it related to the anti-racism week?

Vpsl - Thank you for the question! To my knowledge, there is no Anti Racism Day specifically. Our Anti Racism Week ran in collaboration with OHRDE and we tabled everyday from Nov 1st through to Nov 5th. If an external group ran an anti-racism day, SAMU was sadly not made aware of it.

Sempala - Topic: Initiative on hold: Why is the initiative for the charter of student rights on hold?

Vpo - (Vpo on behalf of the Vpa) This initiative was put on hold as our VPA is currently on leave until the end of her term. As the Executive Committee evaluates our options, we will also consider the status of this initiative.

Sempala - Topic: Cheryl Earle meeting: Can you expand on the contents of your meeting with Cheryl Earle?

Vpo - As per the two-page document on SAMU's tuition and fees consultation response, we had mentioned that we had felt there was a lack of clear process for the consultation process. In saying that MacEwan has agreed to work with us collaboratively to establish a framework regarding this process, I began initial conversations with Cheryl regarding what it may look like. As well, Cheryl, who is well versed in the PSLA and its regulations provided me with information as to the process of officially approving a new MNIF and what is needed for us. This MNIF will be coming forward at our next SC meeting.

Sempala - Topic: MacEwan foundation and Finance, Property and Investment Committee meeting: Is the proposed tuition an increase or decrease to previous years? Will this be of benefit to students? If yes, can you provide justification?

Vpo – The proposed increase is the similar 7% increase that students have seen the past two years. Please see the SAMU Executive Committee's Tuition & Fees Consultation Response in the president's report for more information and please feel free to reach out to me if you have any further questions.

Phan - MyCreds sounds like a cool idea and I imagine it will be helpful during job searches. Is there a cost for students to participate?

Vpo - As I understand it, currently MyCreds is going to be funded through the Registrarial Service Fee students pay as a MacEwan Mandatory Non-Instructional fee. Though once up and running MacEwan will re-evaluate once they have data on usage.

Phan - Regarding FFAC Student Advisory Council Consultation, how different is the structure of the draft of the Student Advisor Council procedure compared to Samu's?

Vpo - My apologies, in FFAC it is called a committee not a council. Essentially, these committees are formed from students in each faculty that are selected by the faculty itself, and they advise on many different things such as curriculum, programs and things that may be program/faculty specific. SAMU does not play a major role in these anymore since recent policy changes, though we may assist with orientation. With the policy being updated all the faculty-specific procedures must be updated as well and with Students as stakeholders, the faculties consult with SAMU. Since my time in office, we have consulted with two other faculties on their procedures.

Phan - I am very curious about the year-end report for the mywellness service. Would you be able to tell how many students received the services and their satisfaction?

Vpo - mywellness is a mental health platform that SAMU provides. There are a couple key parts in this service. The first one is the online mental health assessment. Stats from this assessment include 2391 unique page views and a 90% completion rate for the assessment. There are no metrics regarding student satisfaction on the survey side, as it is meant to be a guideline of sorts. The next part of mywellness is the online video counselling. In the last year Gallivan recorded 117 MacEwan members that had registered for the online video counselling and the client satisfaction rate was 95.1%.

Phan - Regarding Minister of Indigenous Relations Rick Wilson ask for "dollars on his desk" in response to a request for funds for culturally appropriate indigenous centers on campus. What does he mean by asking for dollars on his desk? I assume that he hopes to see more Indigenous centers since MacEwan has one of its own which is very nice. Otherwise, I enjoyed reading your report!

Vpe - Thank you for the question! In essence, that means that he is likely interested in providing some funding to the various Indigenous centers across Alberta. So, the "dollars on his desk" basically means that he wants to get hard numbers as to how much we are asking and what those funds will be used for. Currently, we are working with various Indigenous centers in order to figure out what they could best benefit from and how to turn that into an advocacy ask for the minister.

Phan - SAMU Holiday Market was a blast! I absolutely love it. Do you think about other "markets" where we can also cooperate with students who are taking classes such as BUSN 201 since I know many of them always looking for a format to sell their products?

Vpsl - Thank you so much for your kind words about the market! I would love to see more markets in the SAMU building, we also operate several tables near our (currently closed) food vendors where we could hypothetically set up students in BUSN 201. I think this would also serve to liven up our building and create a fun atmosphere, so I may explore getting the word out to BUSN 201 prof's that they can advise their students to look into booking SAMU tables to sell their goods in this upcoming winter semester.

5.2. Oral Questions

Topics include: UoC leaving CAUS; foodbank model – providing info to another SU; campus Covid mandate; # of students unvaccinated on campus; student engagement.

6. In Camera Period

MOTION TO GO IN CAMERA

VPO/AMBUTONG

CARRIED

6.1 Councillor Appointments

6.2 HR Update

MOTION TO GO OUT OF CAMERA

PHAN/SIDDIQUI

CARRIED

7. Motions & Business Orders of the Day

7.1. Councillor Appointments

**MOTION TO APPOINT LISA KOTELNISKI AND JAYDEN DEPEEL AS COUNCILLORS
EFFECTIVE DECEMBER 16, 2021 TO OCTOBER 31, 2022**

PRES/AMBUTONG

CARRIED

Favour: Ambutong, Beka, Cartujano, Vpsl, Pres, Gable, Hominiuk, La Torre, Phan, Semotiuk, Sempala, Siddiqui, Tesfay, Tran, Vpo, Vpe

CARRIED

7.2.

8. Consultation

9. Evaluation

10. Recognition

11. Adjournment

MOTION TO ADJOURN

VPE

CARRIED

Next Meeting Date: January 19, 2022

Meeting adjourned at 7:31pm.



Students' Council Report

President

January 19, 2022

Dear Council,

Though we've only been back to school for just over a week now, the semester has already been eventful. It was recently announced via email by Dr. Trimbee that classes will remain online until reading break, though campus and its services will remain open to students. Omicron has spread rapidly through our province, and these measures will help in reducing spread in our university community. Much like MacEwan has had to pivot services and course delivery, SAMU has once again had to pivot its resource to online. SAMU's Executive Committee and the Senior Leadership Team have been proactive towards the of student concerns that came forward regarding course delivery modality after January 12. We have been in active communication with MacEwan's administration to convey the student perspective. Executive Committee will be working in the next few weeks to better understand how students are feeling, and will always keep the student experience central.

Please see below for my report on my work as President between December 10 and January 13. This report is shorter than others, as for two and a half weeks of the past month were holidays. As always, please reach out with any questions!

Student Experience & Engagement

Executive Forum Planning (ongoing)

As part of my elected platform, I promised our members a forum where executives would answer any questions students have on their mind. We are currently planning for January 25 and will share more information about the day soon. Given the amount of student concerns and the introduction of a new fee, this forum can hopefully address many questions students have.

CAUS Organizing and Public Engagement Committee (January 7, 2022)

Our committee discussed the COVID-19 situation across the province and what it means for our institutions. We also discussed campaigns to leverage the government and public in seeing the value post secondary offers our province.

Student Voice

Municipal Priorities Review (December 14, 2021)

The VP External, Advocacy Coordinator and I met to discuss our municipal advocacy priorities and plans for the winter semester. With the new Mayor and Council, we are looking at booking meetings for introductions and will update Council as the plan rolls out.

PRES Report to Students' Council

Submitted January 13, 2022

Page 1 of 2



Strategic Vision Video Promotion Filming (December 14, 2021)

As part of the promotion for the new MacEwan Strategic Vision 2030 "Teaching Greatness," I filmed with a team and spoke to the "Smash the Calendar" priority and what that means for students. I will share the video with Council when it is released.

General Faculties Committees (January 10, 2022)

Since our VP Academic's beginning of leave, I have taken on representation on the standing committees of MacEwan's General Faculties Council. The Academic Standards, Curriculum, and the Calendar Committee discussed the regulations for the incoming Bachelor of Fine Arts as well as analyzing the success rates of students who took English 30-2 in post-secondary. At the Academic Planning and Quality Assurance, the only item of mention was the Draft Process for Minors that was created by the Working Group on minors the VP Academic had sat on.

Strengthening SAMU Operations

VP Academic Appointment Plan (December 15, 2021-January 7, 2021)

Along with Executive Committee and Appointments Advisory Committee, I worked on the Appointment Plan for the interim VP Academic and the Plan was approved by the AAC. More information of the plan will be shared with Council in the AAC report for the special SC meeting.

Interim VP Academic Transition Planning

With Executive Committee, I had begun planning the onboarding and transition of the VP Academic. We are collecting historical schedules of onboarding to create an informative transition for the successful individual. The onboarding will be based around the skills and knowledge possessed by the individual.

Regards,

Myles Dykes (he/him),
SAMU President 2021/22
sapresident@macewan.ca

Students' Council Report

Vice President External
January 19th, 2022

Hello Councillors,

The following is a summary of the Vice President External (VPE) activities since December 10th, 2021.

Preface:

Remember that you can ask questions in three ways! First, you can ask written questions any time after you get this package, but before end of day the following Monday. Second, you can ask me informal questions via phone (780-633-3763), via email (at savpexternal@macewan.ca), or by stopping by my office in the third floor of the SAMU building. Third, you can ask questions during question period during our meeting this coming Wednesday. I hope that helps! Also, I intentionally double-space, highlight, and page-break my report as it has come to my attention that it is significantly easier for some to read if it is that way. As a result, my report may look quite long, but I assure you it is not!



Municipal Student Housing

The Advocacy Coordinator and I are closing in on finalizing our municipal housing priorities. This will serve both to update the Council of Alberta University Students' (CAUS) policy on the matter, as well as provide valuable goals for our impending meetings with Edmonton's City Council. We are currently looking at ways to articulate expanding current housing programs to include students, as well as look into the creation of emergency student housing in unused dorms on campus (a similar program exists at Mt Royal University in Calgary). If you would like more information on these, or if you have a suggestion, please reach out!

Calgary Counterparts and Org Review

Unfortunately CAUS had to make the difficult decision on the 13th of January to shift the Calgary Counterparts conference online. Instead of trying to do the same thing "but online", we have decided to postpone the "counterparts" aspect to March, and create programming for that March meeting for all of the new executives to learn best practices from the outgoing executives at the various CAUS member schools. Then, during the time previously scheduled for Calgary Counterparts (first week of February), the CAUS board will decide how to proceed with the organizational review that has been an ongoing initiative for some time now. We hope that dedicating that week to resolving it will be productive and result in solutions that we can follow to improve CAUS.



Meeting with Mindi Johnson

As CAUS Vice-Chair, I had a meeting with Rachel Timmermans (CAUS Chair) and Mindi Johnson, the new Chief of Staff of the Ministry of Advanced Education. We stressed to her the importance of up-front, needs-based, non-repayable grants (sorry I know that is weird to read) and she committed to looking into the Minister's promise to ensure that the Alberta Full-Time Student Grant does not run out like it did in September. As well, we also inquired into the feasibility of making university campuses in Alberta distribution hubs for rapid tests and N95's.

CASA Supercon

Similar to the decision at CAUS, we on the CASA board decided it was the best move to shift the upcoming Supercon (basically an advocacy week and an AGM during the same week) to an online delivery. This came for a few reasons, but most notably that public health restrictions in Ontario at the moment would preclude us from having a meeting with 5 or more people, as well as the fact that the vast majority of politicians have refused to meet in person (even before Omicron became a problem in late December). However, we are going to look into postponing the AGM to late April, in order to still have the chance at one in-person event this year. I cannot stress enough how nothing, work, education, conferences, or otherwise, is improved with online delivery. The ease of education or work may increase, but the quality of interaction and the ability to



get the most value for our time and effort is always diminished in an online format.

SAMU Artist Initiative

The Advocacy Coordinator and I have been working on an exciting new project for the new year. In short, we are creating an opportunity for student artists (or recent alumni) to submit designs for various SAMU merchandise, and then sell said items and keep all of the profits (and intellectual property). SAMU will operate a temporary Redbubble store, and facilitate the sale of the student-designed functional art. This art may take the form of shirts, mugs, duffle bags, hats, and so on. The aim of this event is to take the hard part out of self-marketing/sales for our students, and provide a unique opportunity for our various artists on campus. This is a project that has seen extensive workshopping, and I am very happy to see the business case for it come together. Lastly, if you have a cool name for this project that involves selling student art and giving the artists all of the profits to result in cool SAMU merch, please let me know! "SAMU Art Thingy" does not exactly have much of a ring to it.

LRC interviews (check other report)

I conducted 4 of 5 scheduled Leadership and Review Committee (LRC) "Exit Interviews" for previous councillors. The aim is simple: I asked members of the previous Students' Council (SC) to let me interview them and collect



information on their experience on SC and find new ways to make SC better.

Please see the LRC Committee report (attached in this agenda) for more details on this.

Closing Remarks:

Hey y'all! Man, I thought this report would be faster to write because of the gap of winter break and having less meetings, but it was not! All the same, I enjoy being able to put (digital) pen to paper and write about the job I am blessed to have for the benefit of SC.

Over the break, I got COVID. Besides forcing me to cancel a plethora of social events (including of course the one with SC), it also served as a sobering reminder of how easy it is to catch this disease (I got it from touching a gas pump, of all places). While the announcement today of shifting online classes 'till late February saddens me, I understand that it likely for the best. While I did not have to get COVID to understand that we need to be taking extra precautions, it certainly helped me be at peace with it faster.

EC and I are going to start putting things together soon for the upcoming SC refresher training. If you have any things you want us to go over, or any sort of "training" you want to see, please let us know ASAP!

Lastly, I want to thank you all for your engagement with the end-of-meeting surveys at SC meetings. You all provide really meaningful feedback, and the responses are as concise as they are helpful. We at LRC read and appreciate every word you all put in to those responses!



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

With that, I will leave it there. Thank you all for your continued engagement in the group chat, and please don't hesitate to reach out to me if you have questions, comments, concerns, or you just want to chat!

Best,

Matthew Yanish, Vice President External

Students' Association of MacEwan University

savpexternal@macewan.ca



Students' Council Report

Vice President Operations & Finance

January 19, 2021

Happy new year and welcome back from holiday break! I hope you all had a wonderful holiday season and that your terms have started off well! Please see below for my report detailing the events that occurred from December 9th 2021 to January 12 2022.

Student Experience and Engagement

GovWeek 2.0 Planning

Winter GovWeek is almost upon us and has had quite a bit movement in this report. Before the holiday break GovWeek was looking to be fully in-person and a three day 8 event initiative. Over the holiday break it was announced that we would be moving online until January 21st. Coming back to the office in the new year, the decision had to be made in regards to this project given the uncertainty of covid in the world right now to not only move all of the events to an online platform but to scale the event down to what is necessary. In saying this GovWeek will now be a three day 5 event initiative with the events being shaped to try and meet students where they are at.

One event being incorporated into GovWeek is the SAMU Town Hall called Food For Thought. This is the mandatory event that Council is required to attend. This event will be from 5-630PM and we are still in the process of mapping out what it will look like. So please stay tuned for more information regarding this and what Council's participation will look like.

Student Voice

MacEwan VP Finance and Administration (VPFA) and CFO Search Committee

The search for MacEwan's new VPFA & CFO occurred and concluded during this reporting period. The search committee interviews and candidate presentations wrapped up before the holiday break and it was recently announced that The VPFA position has been filled by Maureen Lomas. I look forward to working with her.

Meeting with Provost and Macewan VP Academic, Dr. Craig Monk

As our VP Academic is on leave, I stepped in for the monthly meeting that is scheduled between the VP Academic and Provost. At this meeting at this meeting we touched on how these meetings are structured, what are topics that have been recently talked about and essentially how is the best way to utilize this time to discuss important strategic issues regarding the vast portfolio. I also shared what we had been hearing from students at the time in regards to academics, class modality, and student mental health.

Student Supports

Nothing to report this reporting period



Strengthening SAMU Operations

Budget Season

As mentioned in my last report budget season has begun and is now well underway, I spent lots of time this reporting period preparing the department 12 budget and had various meetings with EC, the Advocacy Coordinator and the governance advisor to shape what this budget will look like prior to the holiday break.

Coming back from the holiday break I had a meeting with the Director of Finance, The General Manager and the Special Projects Coordinator to discuss how the budgeting process and the corporate planning document aligns with the Executive Committee cycle.

GRAC Meeting

I had the pleasure of attending a GRAC Meeting to provide GRAC with my feedback on being a Board of Governors Student Representative as they discussed the remuneration involved with being in this role.

BPC Meeting

BPC met twice during this reporting period to work on the Board of Governors Student Representative Policy that is being brought forward to Council tonight for your approval.

Board of Governors

Board Meeting (December 9th, 2021)

Our President and I attended the last Board meeting of the 2021 year together, where the main items were the tuition and fees increase vote and the Annual Report. Our response to the tuition and fees vote can be found attached to the MacEwan Mental Health MNIF Motion that is attached to the agenda this meeting. The Annual Report is an accountability document submitted to the province that includes an operational overview, goals and performance measures, financial and budgetary information, and the capital plan.

Board Meeting (December 22, 2021)

The Board of Governors met to approve the appointment of the new VP Finance and Administration and CFO, who has since then been announced to be Maureen Lomas.

Closing Remarks

A shorter report as there were only two operating weeks for this reporting period due to the holiday break. But I wish you all well and hope you are staying safe out there!

As always if you have any questions please feel free to reach out to me

Cheers,

Larissa Williams
VP Operations and Finance, SAMU 2021/2022
savpopoperations@macewan.ca



Students' Council Report

Vice President Student Life

January 19th, 2022

Hello Councilors!

I hope you had a restful holiday break and a happy new year! I certainly enjoyed the break and since SAMU was closed for about two and a half weeks since our last SC meeting, you'll find this report to be a fair bit shorter than usual. None the less, please see my report below!

Student Experience & Engagement

SAMU Awards Night

I have taken over the role as Chair of the SAMU awards night subcommittee, which was a former VP Academic role. SAMU's awards night serves to recognize members of the MacEwan community who go above and beyond in their roles and takes place near the end of this semester. There are a number of award criteria (Including Students' Councilor of the year) that you can nominate candidates for! For more info on SAMU awards night check out the SAMU website.

SAMU Week of Wellness

While I continue to plan SAMU's first "Week of Wellness", Omicron related challenges (that we're all familiar with at this point) have thrown a wrench in some of my earlier plans, and I am looking to pivot away from traditional "event" format programming. I am exploring running Week of Wellness as an online awareness campaign, where SAMU can showcase both its and MacEwan's support services available and share tips for keeping up ones physical and mental health during remote learning/lockdown periods. A number of MacEwan's nonacademic offices have expressed interest in participating in this wellness awareness campaign, and I am hoping to run the campaign over a week in late February. Because planning is ongoing, I won't share many details in this report, but please don't hesitate to ask me if you have questions or suggestions about this campaign!

Strengthening SAMU Operations

Governance Renumeration and Advisory Committee

GRAC met twice since my last report to Students' Council, and debate regarding renumeration of our elected representatives is deep underway. Because the committee is deep in deliberations right now, I wont share too many details, but you can expect to hear the results of GRAC's deliberation in the February Students' Council meeting.



Student Voice

School of Business Dean Search

Preliminary interviews for School of Business decanal candidates have now completed, and the search committee will begin deliberating and exploring which candidates will be brought to the second round of the interview process. Due to the confidential nature of the search process, I can not share details regarding how interviews or the search process have been progressing, however the committee is working diligently to ensure the school of business will soon have a great dean. Search committee work has taken up the majority of my time in so far this January.

Mental Health Week Story

MacEwan's Office of Communication & Marketing approached me for comment on an upcoming piece about making connections and taking care of your mental health during the pandemic. I was interviewed, and shared details about how students can make connections and friends by joining one of SAMU's dozens of Student Groups, and spoke on our Peer Support and Pantry services as tools to provide mental health support and reduce financial burdens and cost of living students face.

Conclusion

Thank you for taking the time to ready my shorter-than-usual report! I also want to thank all Students' Council members for being so engaged over Telegram while we navigate the challenging situation of postponed in-person learning. It goes without saying the topic of course delivery during covid is multi-faceted and polarizing, and your formal and informal discourse on the topic has been great to see. I'm sure we'll have plenty of discussions on this topic over the next few weeks, so keep up the great ideas and engagement! As always, please don't hesitate to submit written questions or ask oral questions regarding my report!

Kind Regards,
Thomas Cross-Trush



Students' Council Report

Appointments Advisory Committee January 19, 2022

Dear Council,

Below is the quarterly report on the work of the Appointments Advisory Council between October 1st and December 31st.

Membership:

Myles Dykes, President (Chair)
Abby Abboud, Councillor *until October 31, 2021*
Abby Beka, Councillor *beginning November 1st, 2021*
Alan Honey, Governance Advisor

SAMU Committee Appointments

One of the duties of the Appointments Advisory Committee ("AAC") is to recommend students for the Executive Committee to appoint the various committees within SAMU. From the application posted on the SAMU website, AAC ultimately received five applications. Two individuals were recommended and appointed to the Budget and Finance Committee, one was recommended and appointed to the Bylaws and Policy Committee, and another student was recommended and appointed to the Audit Committee.

Council Vacancies

After the October Students' Council Election, there were 6 vacancies on Council as of November 1st. To be proactive, AAC began soliciting applications after the election and conducted interviews prior to Students' Council Training. Several candidates were invited to Training, and were later appointed to Council. The SAMU students recommended by AAC and appointed by Council to the vacancies are Rayyah Sempala, Alex Homeniuk, Jordan Gable, Kendell Semotiuk, Lisa Kotelniski, and Jayden Depeel

Regards,

Myles Dykes,
SAMU President 2021/22
sapresident@macewan.ca



Students' Council Report

Audit Committee January 19, 2022

Audit Committee Members:

Alem Tesfay (Chair, Councillor)
Alex Hominiuk (Councillor)
Jordan Gable (Councillor)
Haroun Alcanzare (Student-At-Large)

Committee Resource Officials:
Joanne Ng, Director of Finance

Greetings Council,

This is the report from the Audit Committee for the reporting period of October through December 2021.

December

We held our first audit meeting with the newly elected members. During this meeting, we elected the Chair (Councillor Tesfay) and decided on the dates we will hold our Quarterly meetings for the term. The committee also planned an audit training session for Jan 6.

Closing Remarks

I understand that the beginning of the semester can be hectic, so if you couldn't attend the audit committee training session but were interested in attending, feel free to reach out to Alan or me for the training slides. This is my first time being a chair of any committee, I hope to fill this role to the best of my abilities!

Cheers,

Alem Tesfay, Audit Committee Chair



Students' Council Report

Quarterly Report: Budget and Finance Committee "BFC" January 19 2022

Committee Members:

<u>October 1st to October 30th</u>	<u>November 1st to December 30th</u>
Larissa Williams, VP Operations & Finance	Larissa Williams, VP Operations & Finance
Thomas Cross-Trush, VP Student Life	Thomas Cross-Trush, VP Student Life
Myles Dykes, President	Myles Dykes, President
Reggie Gino, Student-At-Large	Nhi Phan, Councillor
Christine Landberg Llave, Councillor	Apurwa Sharma, Student-at-Large
Anthony Mah, Councillor	Ben Shifrin, Student-at-Large
Vacant, Student-At-Large	Asif Siddiqui, Councillor

Greetings Council,

This is the report from the Budget and Finance Committee for the reporting period of October 1st to December 30th 2021 (Quarter 2)

This committee met once after the change in membership during this quarter and met to create our workplan for the 2021-2022 year.

Cheers,

Larissa Williams
savpopoperations@macewan.ca



Students' Council Report

Quarterly Report: Bylaws and Policy Committee "BPC" January 19 2022

Committee Members:

<u>October 1st to October 30th</u>	<u>November 1st to December 30th</u>
Larissa Williams, VP Operations & Finance	Larissa Williams, VP Operations & Finance
Elaine Tran, Councillor	Freja Cartujano, Councillor
Raymark Unera, Student-At-Large	Richard Kim, Student-at-Large
Curtis Ward, Student-At-Large	Joseph A. La Torre, Councillor
Vacant, Councillor	Vacant, Student-at-Large

Greetings Council,

This is the report from the Bylaws and Policy Committee for the reporting period of October 1st to December 30th 2021 (Quarter 2)

This committee met twice during this reporting period. One of the meetings happened before the committee changeover and the other meeting happened after the changeover.

The first meeting was just a wrap up meeting where we recommended the advocacy affiliation and the student services policy that were approved at the Council meeting laer that month. For the changes that were made to the policies please review the last quarterly report for the Bylaws and Policy Committee

The second meeting happened after committee changeover. At this meeting the committee met to review and set our workplan for the upcoming year, and at this committee meeting the Board of Governors Student Representative Policy was first put on the table for the committee to open initial discussions about this policy.

Cheers,

Larissa Williams
savpopoperations@macewan.ca



Students' Council Report

Executive Committee

January 19, 2022

Dear Council,

Below is a report highlighting the work of the Executive Committee between the period of October 1st to December 31st.

Membership

Myles Dykes, President (Chair)
Cassey Fallis, VP Academic <i>on leave as of December 6, 2021</i>
Matthew Yanish, VP External
Larissa Williams, VP Operations & Finance
Thomas Cross-Trush, VP Student Life

Procedures Approval

- None

Miscellaneous Approvals

- Missing Credit Card Receipt Form for Myles Dykes dated September 14, 2021 in the amount of \$9.75
- Missing Credit Card Receipt Forms for Larissa Williams dated November 9, 2021 in the amount of \$14.86, dated November 10, 2021 in the amount of \$13.08, and dated November 11, 2021 in the amount of \$20.36
- Missing Credit Card Receipt Forms for Cassey Fallis dated November 9, 2021 in the amount of \$16.11 and dated November 11, 2021 in the amount of \$46.32
- Missing Credit Card Receipt Forms for Thomas Cross-Trush dated November 7, 2021 in the amount of \$12.08, dated November 8, 2021 in the amount of \$9.98,



- dated November 10, 2021 in the amount of \$9.23, dated November 11, 2021 in the amount of \$14.95
- Missing Credit Card Receipt Forms for Matthew Yanish dated October 7, 2021 in the amount of \$103.90, dated November 5, 2021 in the amount of \$10.00, dated November 7, 2021 in the amount of \$11.20, dated November 7, 2021 in the amount of \$4.94, and dated November 11, 2021 in the amount of \$33.63
- Missing Credit Card Receipt Forms for Myles Dykes dated November 8, 2021 in the amount of \$32.76, dated November 9, 2021 in the amount of \$15.58, dated November 10, 2021 in the amount of \$16.39, dated November 10, 2021 in the amount of \$18.84, and dated November 11, 2021 in the amount of \$26.10
- Approve a Council of Alberta University Students presentation at the December 15, 2021 Students' Council meeting
- Approve a Wellness & Psychological Services presentation at the January 19, 2021 Students' Council meeting

Expense Approvals

- \$1000 from the Executive Projects budget line 524500 for Academic Integrity Week in partnership with the Academic Integrity Office
- \$650 from the Executive Projects budget line 524500 for Anti-Racism Week expenses
- \$4420 for Simply Voting Annual Subscription
- \$1500 from the Executive Projects budget line 524500 for Holiday Marketing expenses

Student Groups

- Approve the application of the Musical Theatre Club
- Close the Schizophrenia Awareness Club
- Approve conditionally the Ethical Hacking Club

Appointments

Student Appointments

- *Ben Shifrin* and *Apurwa Sharma* to the Budget and Finance Committee
- *Richard Kim* to the Bylaws and Policy Committee
- *Christine Zolondek* to the Student Voice on Violence Elimination Sub-committee
- *Haroun Alcanzare* to the Audit Committee
- *Cassey Fallis* to the Calendar Advisory Group
- *Thomas Cross-Trush* to the Awards Sub-committee

Community Appointments

- *Allan Wesley* to the Governance Remuneration Advisory Committee

EC Report to Students' Council

Submitted January 13th, 2022



Executive Committee Highlights

- Executive Committee headed on Retreat in early November to Banff for four days of workshops. The focus of the retreat was for Executive Committee to reconnect with one another after a busy semester start, plan for the remainder of the rest of our terms, and share information and updates on our various portfolios
- Executive Committee, led by the VP Student Life, sponsored the Hodi Kotebi Speaker Series in partnership with the Office of Sexual Violence Prevention and Response on Sexual Violence Awareness Week.
- President and VP Academic met with the Deans and Associate Deans across all of MacEwan's faculties and schools. These meetings served as a formal introduction and offered the opportunity for both SAMU and the deans to share their priorities for the year ahead.
- Executive Committee, led by the President, engaged in our annual Tuition and Fees consultation with MacEwan's administration. Ultimately, the university moved forward with a 7% domestic tuition increase and we supported the introduction of a new mandatory non-instructional fee. With the revenue generated
- Executive Committee, led by the VP Student Life, partnered with the Office of Human Rights, Diversity and Equity for Anti-Racism Week. Events included a Speaker Series in partnership with Shift Lab, a Movie Night in partnership with the Human Rights, Diversity and Equity (HuRDE) student group, and a Social Stride presentation on supporting victims of online hate, violence, and racism.
- Dr. Trimbee and I unveiled the 50th anniversary time capsule together on November 30th. Getting to look into MacEwan's past while plotting a course for the future is an incredible honour, and some of Students' Council had the opportunity to peruse through the items put into the time capsule by the Students' Association.
- Executive Committee, led by the VP Student Life, hosted the first-ever SAMU Holiday Market, with approximately 20 vendors. In an event that invited our community into the SAMU building, vendors were current MacEwan students, alumni, and small business owners. SAMU dollars were given to incentivize spending at the Market, and we reimbursed vendors who received the SAMU dollars.

If you have any questions regarding this report, don't hesitate to reach out.

Regards,

Myles Dykes,
SAMU President 2021/22
sapresident@macewan.ca



Students' Council Report

Governance Renumeration Advisory Committee

January 22, 2022

Committee Members:

October 1 st to December 31 st 2021	
Thomas Cross-Trush, VP Student Life	
Asif Siddiqui	
Alan Wesley	

Greetings Council!

This is the report from the "Governance Renumeration Advisory Committee" (GRAC) for the reporting period of October 1st to December 31st. GRAC met for the first time this academic year on December 2nd, where the committee discussed timelines for completing renumeration assessments and drafted a workplan. GRAC met for the second and final time of this quarter on December 16th, and at this meeting, GRAC began reviewing current renumeration for EC, SC and BOG rep positions. GRAC did not meet again that quarter but will meet again several times in January where decisions will be made regarding renumeration of elected representatives. Because specifics of renumeration have not yet been finalized, I will refrain from sharing details about ongoing conversations, however, rest assured any changes or updates to renumeration will make their way through Students' Council anyways. Please observe next quarters GRAC report for very specific details regarding the committees January meetings.

Kind Regards,
Thomas Cross-Trush

Students' Council Report

Leadership and Review Committee Report January 19th, 2022

Hello Councillors,

The following is a summary of the actions of the Leadership and Review Committee since October 14th, 2021

LRC workplan:

LRC created a workplan that has guided the actions of the committee for the last few months. So far, we have reviewed all SC meetings and their accompanying minutes, brainstormed new ways to engage with students online (including an upcoming opportunity to showcase individual members of SC on SAMU's Instagram story), and outlined the parameters of a digital "warehouse" to keep relevant SC info for councillors. There are other items on the workplan, but the above items are the only ones with updates thus far.

Feedback Form Redesign:

We changed the old feedback form from a rating 1-5 system, to a yes/no system in order to get better, more pointed feedback. So far, we are finding that the new reporting mechanism is more efficient and leaves less up to speculation.



Exit Interviews:

In my duties as chair, I have conducted 4/5 scheduled exist interviews. That makes for the majority of councillors from last term to have completed the questions that I will summarize in the next few weeks. I will create a report that details the important themes and anecdotes from the interviews, and LRC will review this and decide upon a plan of action as a result of it. The interviews themselves went well, and I am happy with the responses given by the former councillors.

Social Events:

In accordance with the workplan's focus on engagement, and the fact that the world makes no sense right now, I am going to host drop-in games (like Jackbox or Skribbl.io) in the hour leading up to the monthly SC meetings. This trend will continue indefinitely so long as we are online. Plans for a social event in late February are currently being decided, assuming we can see one another again by that time.

All the best,

Matthew Yanish, Vice President External

Students' Association of MacEwan University

savpexternal@macewan.ca



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
December 1, 2021 @ 2:00pm**

Voting Members:

Myles Dykes, President
Cassey Fallis, VP Academic (absent)
Matt Yanish, VP External
Larissa Williams, VP Operations & Finance (absent)
Thomas Cross-Trush, VP Student Life

Resource Officials:

Collin Steffes, General Manager
Alan Honey, Governance Advisor (Recording Secretary)

1. Call to Order: 2:16pm

2. Approval of Agenda:

**VPE/VPSL
CARRIED**

3. Approval of Minutes for: November 17, 2021

**VPSL/VPE
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	FF & E Expense Approval	Kostash – just want to bring this to EC as a whole even though it's not coming out of operational funds. Cost will come out of building fund as the fund isn't yet closed. Looking for an endorsement from EC.	MOTION TO APPROVE \$19000 FROM THE BUILDING PROJECT FUND VPE/VPSL CARRIED
2.	Missing Credit Card Receipts		MOTION TO APPROVE THE MISSING CREDIT CARD RECEIPT FORMS FOR CASSEY FALLIS DATED NOVEMBER 9, 2021 IN THE AMOUNT OF \$16.11 AND DATED NOVEMBER 11, 2021 IN THE AMOUNT OF \$46.32 VPSL/VPE CARRIED MOTION TO APPROVE THE MISSING CREDIT CARD RECEIPT FORMS FOR THOMAS CROSS-TRUSH DATED NOVEMBER 7, 2021 IN THE

			<p>AMOUNT OF \$12.08, DATED NOVEMBER 8, 2021 IN THE AMOUNT OF \$9.98, DATED NOVEMBER 10, 2021 IN THE AMOUNT OF \$9.23, AND DATED NOVEMBER 11, 2021 IN THE AMOUNT OF \$14.95</p> <p>VPE/PRES CARRIED</p> <p>MOTION</p> <p>TO APPROVE THE MISSING CREDIT CARD RECEIPT FORMS FOR MATT YANISH DATED OCTOBER 18, 2021 IN THE AMOUNT OF \$103.90, DATED NOVEMBER 5, 2021 IN THE AMOUNT OF \$10.00, DATED NOVEMBER 7, 2021 IN THE AMOUNT OF \$11.20, DATED NOVEMBER 7, 2021 IN THE AMOUNT OF \$4.94, AND DATED NOVEMBER 11, 2021 IN THE AMOUNT OF \$33.63</p> <p>VPSL/PRES CARRIED</p> <p>MOTION</p> <p>TO APPROVE THE MISSING CREDIT CARD RECEIPT FORMS FOR MYLES DYKES DATED NOVEMBER 8, 2021 IN THE AMOUNT OF \$32.76, DATED NOVEMBER 9, 2021 IN THE AMOUNT OF \$15.58, DATED NOVEMBER 10, 2021 IN THE AMOUNT OF \$16.39, DATED NOVEMBER 10, 2021 IN THE AMOUNT OF \$18.84, AND DATED NOVEMBER 11, 2021 IN THE AMOUNT OF \$26.10</p> <p>VPE/VPSL CARRIED</p>
3.	SC presentation	Vpe – regular yearly presentation to council about CAUS. Be good intro for the new councillors.	<p>MOTION</p> <p>TO APPROVE A CAUS PRESENTATION AT THE DECEMBER 15, 2021</p>

			STUDENTS' COUNCIL MEETING VPE/VPSL CARRIED
4.	VP Operations and Finance's Report	CAUS Counterparts negotiation training. SSJOC meeting. Councillor chats. Gov review interview. Board FPI Committee & Foundation Board of Directors meeting. FFAC SAC consultation. Student fees review plan of action meeting. System work on fees meeting. SAL remuneration. SAMU building tour with acting VPFA.	
5.	VP Student Life's Report	CAUS counterparts. Gov review. SVPEC meeting. Work on Holiday Market. Restorative Justice Sub-Committee meeting. NSO meeting. Holiday Market update. Met with SG manager. BFC meeting.	
6.	GM's Report	50 th anniversary meeting update. HR update. M&C update. AMMICUS-C conference update. Awards update. Budgeting update. Gov & Remuneration project meetings update. Building update. Student fees review update. SLT update. Organizational alignment update.	
7.	President's Report	HR meetings. Advo planning with AUSU Vpe. 50 th anniversary meeting update. Met with Richard Feehan re. mental health funding, indigenous centres, & sexual violence prevention. Gov review interview. Met with M&C re plaque. Award(s) conversation. Met with a Councillor. SSR committee meeting update. Gm one on one meeting. FFAC consultation meeting. City council intro letter. Time capsule unveiling. Tuition and fees response call with Myrna. BFC meeting. AAC meeting.	
8.	VP Academic's Report	Tabled.	

9.	VP External's Report	CAUS counterparts update. CAUS updates, including campus sexual violence prevention, funding, indigenous centres. Met with student re. councillor vacancy. Met with another student leader. Research on project re. housing.	
10.	Recognition		

4. Adjournment

Time: 3:35pm



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
December 16, 2021 @ 2:00pm**

Voting Members:

Myles Dykes, President
Matt Yanish, VP External
Larissa Williams, VP Operations & Finance
Thomas Cross-Trush, VP Student Life

Resource Officials:

Collin Steffes, General Manager
Alan Honey, Governance Advisor (Recording Secretary)

1. Call to Order: 2:07pm

2. Approval of Agenda:

**VPO/VPE
CARRIED**

3. Approval of Minutes for: December 1, 2021

**VPO/VPSL
CARRIED**

TOPIC	DISCUSSION	ACTION/MOTION
1. Simply Voting Approval		MOTION TO APPROVE AN EXPENSE OF UP TO \$4420.00 FOR A SIMPLY VOTING ANNUAL SUBSCRIPTION VPO/VPE CARRIED
2. Student Groups	<p>Vpsl – two applications received. Pres – I think we should table this(MacEwan Real Estate) until the next meeting – a number of clerical errors that I've identified that need to be corrected. Vpsl – need to ensure that these errors are vetted prior to coming to EC for approval. Can we approve it pending corrections being made? Gm – are there any errors that are risky for SAMU? If not, then conditional approval is warranted. Pres – mistakes with signing authority, etc</p> <p>Vpsl – Ethical Hacking club app is second submission. Pres – only minor edits required. Approval pending clerical error corrections as there is now risk involved. Gm – these should be vetted and signed off on in the SG department before they even come here for approval. Vpsl -</p>	<p>MOTION TO APPROVE THE MACEWAN REAL ESTATE CLUB VPSL/VPO MOTION TO TABLE ITEM UNTIL THE NEXT EC MEETING VPSL/VPO CARRIED</p> <p>MOTION TO APPROVE THE ETHICAL HACKING CLUB</p>

			<p>CONDITIONAL APPROVE BASED ON CORRECTIONS BEING MADE TO APPLICATION AND RESUBMITTED TO EC</p> <p>VPSL/VPE CARRIED</p>
3.	EC Projects	Vpsl – this covers the costs of the holiday market. Costs include SAMU bucks.	<p>MOTION</p> <p>TO APPROVE UP TO \$1500 FROM G/L 524500 FOR HOLIDAY MARKET SPENDING</p> <p>VPSL/VPE CARRIED</p>
4.	Committee Appointment	Vpo – ASC needs an exec to sit on the committee while VPA is on leave. Committee work falls close to SL role.	<p>MOTION</p> <p>TO APPOINT THOMAS CROSS-TRUSH TO THE AWARDS SUB-COMMITTEE</p> <p>VPO/VPE CARRIED</p>
5.	SC Presentation	Pres – would like this presentation at the January SC meeting. Would be good for councillors to have knowledge on the supports offered.	<p>MOTION</p> <p>TO APPROVE A SC PRESENTATION FROM WELLNESS & PSYCHOLOGICAL SERVICES AT THE JANUARY SC MEETING.</p> <p>VPSL/VPE CARRIED</p>
6.	VP Operations and Finance's Report	<p>Tuition consultation framework meeting(s).</p> <p>Mental health MNIF update.</p> <p>BPC update.</p> <p>VPFA CEO search committee update.</p> <p>PVP prep & meeting.</p> <p>GovWeek meetings.</p> <p>Student fees meeting.</p> <p>Facilities meeting.</p> <p>Budgeting update.</p> <p>BOG committee workshop.</p> <p>Time capsule opening.</p> <p>BOG meeting.</p> <p>EC forum planning.</p> <p>GRAC meeting to provide input.</p> <p>ConEd update.</p>	
7.	VP Student Life's Report	<p>GRAC meeting update.</p> <p>PVP prep & meeting.</p> <p>GovWeek work.</p> <p>Meeting re supporting SGs.</p> <p>Holiday Market update.</p>	

		Residence. Time capsule. Sexual violence and restorative justice committee meeting. SoB Dean Search update. Awards night meeting.	
8.	GM's Report	HR prep. Winterfest planning meeting. PVP prep. Student fees discussion. Budget & corporate planning work. 50 th discussion and planning. Remuneration & Gov project work.	
9.	President's Report	50 th planning, and working session. HR update. Mental Health approval meeting. GovWeek. PVP prep & meeting. AAC update. HR meeting. GFC meeting. EC forum planning. CASA connect call. Academic building meeting. Quarterly meeting with student affairs, & MacEwan Admin. BOG meeting. Gm one on one. CAUS meeting. EC check-in meeting. GRAC meeting. Strategic vision video shoot. Municipal priorities review. Governance project team update. SC meeting.	
10.	VP External's Report	Small council meeting with ASEC & ABGPEC. CAUS updates. Met with Myrna Kahn re. showcasing student art. Meeting with former UofA GSA Pres.	
11.	Recognition		

4. Adjournment

Time: 3:26pm



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

Meeting Date	Submitted By	
1/19/22	Myles Dykes, President	
Agenda Item Title	MacEwan Mental Health Mandatory Non-Instructional Fee (MNIF)	
Action Requested	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Consultation Item

AGENDA ITEM DETAILS

Motion Title	See additional page for full motion
Background Information	- see additional page for all information
Alternative Considerations	Council rejects the MNIF - implications of this: no additional funding towards Mental Health supports
Risk Management Considerations	- Optics, vocal public concerns by students over introduction to new fee, mitigating risk by having presentation from Wellness and Psychological Services, a fair and transparent process at Students' Council, and the Executive Committee is holding a forum on January 25th to address student concerns
Strategic Alignment	<input checked="" type="checkbox"/> Check this box if in alignment with Strategic Plan
Implications	- New MNIF in 2022/23 academic year - Stronger partnership between SAMU and MacEwan Student Affairs on student mental health
Related Documents	- SAMU Executive Committee's Tuition & Fees Consultation Response - MacEwan Proposal for Mental Health MNIF
Follow Up Action	N/A
Review History	SAMU Executive Committee SAMU General Manager

If you require more writing space for an item please include it on a separate sheet. Remember to attach that document to this when submitting.

Motion Title	<p>To Approve MacEwan University's proposal for the introduction of a new Mental Health Mandatory Non-Instructional Fee beginning the 2022/23 academic year at a rate of \$7.00 per student per term to enable MacEwan University to increase the level of mental health counseling and crisis response services.</p>
Background Information	<p><u>The Process</u></p> <p>Early in the academic year SAMU's Executive Committee and General Manager met with MacEwan's Administration regarding Tuition and Fees, these meetings happen annually as a part of MacEwan's Consultation requirement as per the PSLA. At the meetings this year MacEwan brought forward the proposal of a new Mandatory Non-Instructional Fee (MNIF) for Mental Health. SAMU's Executive Committee provided feedback on the proposal for the Mental Health MNIF and then the new MNIF went to MacEwan's Board of Governors for approval. Along with the approval from the Board of Governors for a new MNIF to be introduced it also needs approval from the Students' Council of the institution. Below is an excerpt from the Guidelines for the Alberta Tuition Framework that explains what is required to be submitted by MacEwan when its tuition and fees reporting template is submitted in early February.</p> <p>"To introduce a new MNIF, institutions must receive formal approval from their student council(s). Institutions must demonstrate student approval prior to introducing a new MNIF by attaching a resolution passed by its student council(s) to its MNIF reporting templates demonstrating the council's(s') approval of the new fee. The resolution must demonstrate students' council(s) approval of the following basic elements of the new fee:</p> <ul style="list-style-type: none"> • the fee title, • the fee level, and • the goods and services supported by fee revenue." <p><u>MacEwan's Proposal</u></p> <p>At the proposed rate of \$7 per student per term the estimated annual revenue is \$250,000.</p> <p>It is anticipated that this new MNIF would enable MacEwan to increase the level of mental health counselling and crisis response. Potential uses of the fees include:</p> <ol style="list-style-type: none"> 1) Addition of one Counsellor position to increase capacity in terms of approx. 450-600 additional counselling appointments available to students per year. 2) Implementation of prevention and early intervention strategies, which may include the following: <ul style="list-style-type: none"> • Increased capacity to provide coping and resiliency programming (e.g. Wellness Workshop Series, The Inquiring Mind Workshop etc.) and crisis/community support programming

• Supporting development of early alert programming. Preventative mental health focus > response/treatment

• Possibility of supervising additional master's level practicum students which would increase service capacity/year by 20-25 students (110-150 appts) for each If SAMU supports creating this new MNIF, we would work collaboratively with them to determine where to prioritize our efforts.

If SAMU supports creating this new MNIF, we would work collaboratively with them to determine where to prioritize our efforts.

Rationale for Recommendation:

The introduction of a new fee, regardless of how important the issue it addresses is, can be a cause for concern with the worry that the cost of services currently provided and funded by the university will be downloaded onto students through this new fee. SAMU's Executive Committee supports the creation of this new mandatory non-instructional fee on the principle that we are meaningfully involved and engaged in the process of determining how to prioritize efforts in supporting student mental health. It is incredibly important that Student Affairs has the necessary resources to face the mental health crisis that is currently ongoing, as the pandemic has had far reaching effects on students including but not limited to our mental health. Beyond the reactive approaches to mental health, also addressed in the fee proposal is the implementation of prevention and early intervention strategies. Taking a proactive approach to mental health is necessary and worthwhile, and hopefully can mitigate reliance on reactive approaches while improving the mental wellbeing of the average student. We support and encourage the creation of a role that would assist students in navigating the mental health supports around campus, and aid in the development of proactive mental health strategies. The proposal mentions the fee would be used to support the development of early alert programming, which emphasizes the importance of the preventative mental health focus. We commend this approach and would welcome further discussions as to what this looks like in practice.

Strategic Alignment Checklist

Vision: All students benefit from a vibrant student life and a culture of empowerment.

Mission: SAMU builds a positive student experience by creating a place to engage and connect, being a champion for all students and providing opportunities that allow them to get the most out of their educational journey.

Focus Areas	Not consistent	N/A	Consistent
Student Experience & Engagement			
The overall student experience is enhanced by the opportunities provided by SAMU.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Student Supports			
Student supports provided by SAMU are responsive to unique and evolving needs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.1 Develop and deliver initiatives that are inclusive and are responsive to all student needs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Strengthening SAMU Operations			
SAMU is an innovative and sustainable organization with an engaging work environment.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.2 Document main policies and processes to support business continuity and transitions in leadership and staff.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.3 Diversify revenue streams to reduce reliance on student fees.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Proposal for Mental Health MNIF

Proposed Rate	\$7 per student per term
Estimated Annual Revenue	\$250,000

It is anticipated that this new MNIF would enable MacEwan to increase the level of mental health counselling and crisis response. Potential uses of the fees include:

1. Addition of one Counsellor position to increase capacity in terms of approx. 450-600 additional counselling appointments available to students per year.
2. Implementation of prevention and early intervention strategies, which may include the following:
 - Increased capacity to provide coping and resiliency programming (e.g. Wellness Workshop Series, The Inquiring Mind Workshop etc.) and crisis/community support programming
 - Supporting development of early alert programming. Preventative mental health focus > response/treatment
 - Possibility of supervising additional master's level practicum students which would increase service capacity/year by 20-25 students (110-150 appts) for each

If SAMU supports creating this new MNIF, we would work collaboratively with them to determine where to prioritize our efforts.



SAMU Executive Committee's Tuition & Fees Consultation Response

November 30, 2021

General Position

The Students' Association of MacEwan University (SAMU) Executive Committee supports accessible and affordable post-secondary education, and we will make all efforts to advocate for it. It is our position that tuition increases must be utilized to support tangible and demonstrable improvements to the student experience, while taking consideration for students who are facing financial insecurity.

Domestic Tuition Increase

SAMU's Executive Committee believes that the proposed tuition increases and new mandatory non-instructional fee for mental health in principle aligns with our general position as stated above, but at this stage in the university's budgeting process the definite investments in the student experience are not apparent to us.

At this time, we are not opposed to a tuition increase but cannot endorse it; students will be asking hard questions about what the \$5 million will be going towards, and we are not convinced that the value proposition will be apparent to them. Students do not care that this \$5 million increase only represents 2% of the university's overall budget, but rather that 7% was the highest threshold for tuition increases that the university could pursue and that is what administration did.

SAMU's Ask for Investments into Student

MacEwan University administration's proposal on how tuition revenue will be invested aligns with SAMU Executive Committee's stance on tuition, but as previously stated, the proposal for the investments does not put forward any definitive numbers. Executive Committee supports the investments into student supports and teaching as proposed by administration, and we will be closely observing the implementation of these proposed investments over the course of this next year. The SAMU Executive Committee would additionally like to see the following investments made by the university:

- Administrative staff for Kihew Waciston and the Office of Human Rights, Diversity and Equity (OHRDE)
- OHRDE roles centred on conducting unconscious bias training and facilitating inclusive curriculum development

Student Mental Health Mandatory Non-instructional Fee

The introduction of a new fee, regardless of how important the issue it addresses is, can be a cause for concern with the worry that the cost of services currently provided and funded by the university will be downloaded onto students through this new fee. SAMU's Executive Committee supports the creation of this new mandatory non-instructional fee on the principle that we are meaningfully involved and



engaged in the process of determining how to prioritize efforts in supporting student mental health. It is incredibly important that Student Affairs has the necessary resources to face the mental health crisis that is currently ongoing, as the pandemic has had far reaching effects on students including but not limited to our mental health.

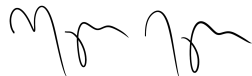
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Going Forward

From the information provided and the conversations had at consultation, SAMU's Executive Committee is not opposed to the tuition increase and supports the creation of a new mandatory non-instructional fee for mental health on the principle that SAMU is meaningfully involved in determining how the fee's funds are utilized. Our Executive Committee wants to be an active partner with MacEwan University, and we see the future of the university that administration is working towards though at times we have competing interests.

We want to acknowledge the administration's efforts to meaningfully include us in the dialogue surrounding tuition and fees but feel as though there was a lack of clear process for consultation. SAMU's Executive Committee requests that going forward we work together to establish a framework for the consultation process so that the efforts made to consult with the official student representatives can continue to be meaningful and thorough.

Sincerely,



Myles Dykes (he/him),
SAMU President 2021/22
On behalf of SAMU's Executive Committee



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

Meeting Date	Submitted By
1/19/22	Larissa Williams, VP Operations and Finance

Agenda Item Title	Role and Responsibilities of the Board of Governors Student Representative Policy
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Action Requested	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Consultation Item
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Motion



Consultation Item

AGENDA ITEM DETAILS

Motion Title	To approve the Role and Responsibilities of the Board of Governors Student Representative Policy on the recommendation of the Bylaws and Policy Committee
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Background Information	<p>This policy is up for approval with some substantial changes. The Board of Governors Student Representative is a position that was created in 2019 and first filled in the 2020-2021 year, though it was not utilized for the 2021-22 year due to a lack of candidates in the election. For the 2020-21 year, a Students' Councillor successfully ran for the position and held dual roles for a time. Given the nature of the Board of Governors Student Representative role, it has been evaluated and proposed to alter this policy to have the position be appointed by Students' Council rather than elected by SAMU's membership.</p> <p>This proposed decision was reached because it was deemed that Board and governance experience would significantly improve the role's ability to promote the student voice at MacEwan's Board of Governors given the complexity of academic governance processes.</p> <p>In addition, being a Councillor at the time of appointment also suggests that the Councillors should have a better perspective on the student experience holistically. This creates significant changes to the policy, such as the process of appointing a Councillor to the position and clarifying the roles and responsibilities of the position.</p>
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Alternative Considerations	<p>1) Leave the policy as it stood. Implications of this include the Board of Governors Student Representative elections will run as planned with nominations open February 1st.</p> <p>2) Don't substantially change the policy but update the policy to clarify the role and its responsibilities implications of this includes that people first applying to run for elections may not be familiar with the role given the timelines of getting this policy approved</p>
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Risk Management Considerations	
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Strategic Alignment	<input checked="" type="checkbox"/> Check this box if in alignment with Strategic Plan
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Check this box if in alignment with Strategic Plan

Implications	<ul style="list-style-type: none">- The Second Board of Governors Student Representative Role provides an opportunity for Councillors to take on a bigger role- Whoever fills the position of the Board of Governors Student Representative is positioned to succeed given the board and governance experience that is gained as a Councillor
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Related Documents	Students' Council Meetings Policy
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Follow Up Action	Develop an Appointment Document for the Board of Governors Role - to be provided to Council for the February Meeting
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Review History	<small>Executive Committee - January 7 2022 Governance Advisor - January 7&10 2022 Bylaws and Policy Committee - January 10 & 11 2022</small>
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If you require more writing space for an item please include it on a separate sheet. Remember to attach that document to this when submitting.

Strategic Alignment Checklist

Vision: All students benefit from a vibrant student life and a culture of empowerment.

Mission: SAMU builds a positive student experience by creating a place to engage and connect, being a champion for all students and providing opportunities that allow them to get the most out of their educational journey.

Focus Areas	Not consistent	N/A	Consistent
Student Experience & Engagement			
The overall student experience is enhanced by the opportunities provided by SAMU.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.1 Put the finishing touches on the SAMU building, enhancing the safe and intentional spaces for students to gather, relax and study.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Student Voice			
The Student Voice is amplified by SAMU.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Strengthening SAMU Operations			
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4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Role and Responsibilities of the Board of Governors Student Representative

Rationale

The Board of Governors is the highest governing body within MacEwan University. Clear responsibilities for those in governance representation roles at SAMU ensure their adherence to SAMU principles of good governance, helping them to better serve the SAMU membership.

Definitions

Expectations

Role and Responsibilities

1 The Board of Governors Student Representative is required to attend all Board of Governors Board Meetings, Committee Meetings and all other Board of Governors activities where their attendance is required

2 The Board of Governors Student Representative must provide an up to date written report to Students' Council after any Board activities.

2.1 These reports include significant issues affecting SAMU or its members, as well as decisions made at meetings attended on behalf of SAMU.

Appointment and Removal

3 The Board of Governors Student Representative is a member of Students' Council at the time of appointment.

4 The Board of Governors Student Representative retains all the rights and participates in Students' Council orientation and training sessions in the same capacity as a Councillor during their term as a Councillor.

5 The Board of Governors Student Representative is appointed by Students' Council at a Students' Council meeting in March

5.1 The Board of Governors Student Representative is appointed for a term of May to April

5.2 In the event that no Councillor puts their name forward for appointment to the Board of Governors Student Representative position, the Vice President Operations & Finance will serve as the Board of Governors Student Representative.

Deleted: 1 The Board of Governors Student Representative is a non-voting resource official of Students' Council. ¶

¶ 1.1 A Students' Councillor who also sits as the Board of Governors Student Representative retains their voting rights. ¶

¶ 2 The Board of Governors Student Representative has the right to move, second, and debate all motions in Students' Council meetings. ¶

¶ 3 The Board of Governors Student Representative participates in Students' Council orientation and training sessions in the same capacity as a Councillor

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Deleted: 5 The Board of Governors Student Representative provides up-to-date, written reports to Students' Council on their respective areas of responsibility, to be submitted with the Students' Council agenda package. These reports include significant issues affecting SAMU or its members, as well as decisions made at meetings attended on behalf of SAMU.

6 The Board of Governors Student Representative will become a non-voting resource official at the end of their Councillor term if not re-elected or appointed

6.1 As a non-voting resource official the Board of Governors Student Representative is required to attend all meetings where a report is provided and be available to answer questions.

7. Automatic removal from office occurs if:

7.1 the Board of Governors Student Representative ceases to meet the requirements for office;

8. If the Board of Governors Student Representative is found not to be upholding these expectations or otherwise acting against the interests of SAMU, Students' Council may censure or remove the Board of Governors Student Representative.

8.1 In the event the Board of Governors Student Representative is removed, the Vice President Operations & Finance will serve as the Board of Governors Student Representative.

Deleted: 5.1 The Board of Governors Student Representative will attend the Students' Council meeting at which the report is provided and be available to answer questions. ¶

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Fact Sheet

Approvals:

First Approval – February 20, 2019

Last Approval –

Review Date: February 20, 2020

Source and Updates:

February 20, 2019 – Role and Responsibilities of the Board of Governors Student Representative approved by Students' Council motion 2019-02-20-7.4 on the recommendation of the Bylaws and Policy Committee. Policy created as there is a second student seat on the MacEwan Board of Governors.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION	
Meeting Date	Submitted By
1/19/22	Larissa Williams, VP Operations and Finance
Agenda Item Title	Students' Council Meetings Policy
Action Requested	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Consultation Item
AGENDA ITEM DETAILS	
Motion Title	To Approve the Students' Council Meetings Policy
Background Information	The change in this policy is a minor change and is dependent on the approval of the Board of Governors Student Representative. The change to this policy is to include the Board of Governors Student Representative appointment to the secret ballot voting list as seen in clause 14 of this policy
Alternative Considerations	Have public voting.
Risk Management Considerations	N/A
Strategic Alignment	<input checked="" type="checkbox"/> Check this box if in alignment with Strategic Plan
Implications	Provide a method of voting that offers potentially less biased voting to occur during the process of appointing a Board of Governors Student representative
Related Documents	Board of Governors Student Representative Policy
Follow Up Action	N/A
Review History	N/A

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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

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.

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.

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.

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.

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 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 new member to Students' Council, reinstating a member to Students' Council, appointing a member to a committee, [appointing the Board of Governors Student Representative](#), and when selecting the Councillor of the Year.

14.1 The result of the vote will be verified by a Governance Office representative.

14.1.1 In the case of physical ballots the votes will be counted by the Chair of Students' Council.

14.2 In the event that the result of the secret ballot vote leads to an appointment or reinstatement, excluding for Councillor of the Year, a motion will be made to officially document the results.



14.3 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

AGENDA ITEM INFORMATION		
Meeting Date	Submitted By	
Date here	Name, Title	
Agenda Item Title	(List the title that appears on the agenda)	
Action Requested	<input type="checkbox"/> Motion	<input type="checkbox"/> Consultation Item
AGENDA ITEM DETAILS		
Motion Title	(Submit the motion that will be on the table.)	
Background Information	(List all relevant background information needed for informed opinions)	
Alternative Considerations	(List all alternative options that were considered in making the recommendation)	
Risk Management Considerations	(level of risk associated, possible risk factors, etc)	
Strategic Alignment	<input type="checkbox"/> Attached Strategic Alignment Checklist is complete	
Implications	(Think Financial, Organizational or Strategic)	
Related Documents	(List any governing policies, procedures either within SAMU, the PSLA, or MacEwan that are directly correlated to the topic of discussion)	
Follow Up Action	(any next steps)	
Review History	(Who has been involved in the discussion on the topic at hand so far)	

Strategic Alignment Checklist

Vision: All students benefit from a vibrant student life and a culture of empowerment.

Mission: SAMU builds a positive student experience by creating a place to engage and connect, being a champion for all students and providing opportunities that allow them to get the most out of their educational journey.

Focus Areas	Not consistent	N/A	Consistent
Student Experience & Engagement			
The overall student experience is enhanced by the opportunities provided by SAMU.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.1 Put the finishing touches on the SAMU building, enhancing the safe and intentional spaces for students to gather, relax and study.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.2 Increase student awareness of SAMU and its opportunities through strong communications and engaging marketing and brand	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
1.4 Support Student Groups by offering networking opportunities, meeting space, outreach support and online platforms	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Voice			
The Student Voice is amplified by SAMU.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.1 Develop an Advocacy Plan and implement processes to strengthen SAMU's advocacy program.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3 Continue to build collaborative relationships with other Student Associations and organizations to enhance the collective student voice with all government levels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4 Foster positive relationships with MacEwan University to better serve students	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Student Supports			
Student supports provided by SAMU are responsive to unique and evolving needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.1 Develop and deliver initiatives that are inclusive and are responsive to all student needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.2 Evaluate and assess student supports to remain relevant and accountable to	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



students			
3.3 Strengthen collaborations and partnerships with MacEwan University to expand supports and resources for students.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3.4 Enhance relationships with external organizations to leverage resources and supplement new and existing initiatives.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Strengthening SAMU Operations			
SAMU is an innovative and sustainable organization with an engaging work environment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2 Document main policies and processes to support business continuity and transitions in leadership and staff.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.3 Diversify revenue streams to reduce reliance on student fees.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>



Fact Sheet

Approvals:

First Approval – October 2, 2013

Last Approval – October 20, 2021

Date of Last Review: October 21, 2021

Related Documents and Forms:

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.

July 15, 2020: *Students' Council Meetings* approved by Students' Council motion 2020-07-15-7.1 on the recommendation of the Bylaws & Policy Committee. Major changes include: the Chair appointing an acting Chair in their absence; clarification of reporting in the For Information section; addition of requirement to publish the agenda package prior to the Students' Council meeting; clarification on additions to or deletions from the agenda process.

June 16, 2021: *Students' Council Meetings* approved by Students' Council motion 2021-06-16-7.4 on the recommendation of the Bylaws and Policy Committee. Major changes include the addition of secret ballot voting for councillor appointments and reinstatements, and the process to be used.

October 20, 2021: *Students' Council Meetings* approved by Students' Council motion 2021-10-20-7.4 on the recommendation of the Bylaws and Policy Committee. New submission sheet added.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION	
Meeting Date	Submitted By
1/19/22	Larissa Williams, VP Operations and Finance
Agenda Item Title	Bylaws and Policy Committee
Action Requested	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Consultation Item
AGENDA ITEM DETAILS	
Motion Title	Motion to appoint Councillor _____ to the Bylaws and Policy Committee
Background Information	We've recently had a vacancy come up on the Bylaws and Policy Committee so need to appoint a councillor to the committee to ensure we have a wide range of voices providing input on any potential changes to our bylaws or policies.
Alternative Considerations	N/A
Risk Management Considerations	
Strategic Alignment	<input checked="" type="checkbox"/> Check this box if in alignment with Strategic Plan
Implications	Full committees are able to do their work while providing a greater diversity of student voices.
Related Documents	Bylaws and Policy Committee TOR and Committees policy.
Follow Up Action	N/A
Review History	N/A

If you require more writing space for an item please include it on a separate sheet. Remember to attach that document to this when submitting.

Strategic Alignment Checklist

Vision: All students benefit from a vibrant student life and a culture of empowerment.

Mission: SAMU builds a positive student experience by creating a place to engage and connect, being a champion for all students and providing opportunities that allow them to get the most out of their educational journey.

Focus Areas	Not consistent	N/A	Consistent
Student Experience & Engagement			
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1.1 Put the finishing touches on the SAMU building, enhancing the safe and intentional spaces for students to gather, relax and study.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Strengthening SAMU Operations			
SAMU is an innovative and sustainable organization with an engaging work environment.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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 Councillors, 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.