



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Agenda for the Students' Council Meeting of the Students' Association of MacEwan University September 21, 2022 at 6:00pm in The Lookout

Voting Members:

Gabriel Ambutong, Councillor
Abby Beka, Councillor
Jayden Depeel, Councillor
Freja Cartujano, Councillor
Myles Dykes, President
Alex Hominiuk, Councillor
Jordan Gable, 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, Vice President Student Life
Stephan Vasquez, Vice President Academic
Larissa Williams, Vice President Operations
and Finance
Matt Yanish, Vice President External
vacant, Councillor

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

Absent:

Meeting called to order at 6:00pm.

<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 SEPTEMBER 21, 2022

2.2 MOTION

TO APPROVE THE MINUTES OF AUGUST 17, 2022

3. Presentations

3.1. Audit – MNP

Vpo -

4. For Information

4.1. Reports

4.1.1. President

4.1.2. Vice President Academic

4.1.3. Vice President External

4.1.4. Vice President Operations & Finance

4.1.5. Vice President Student Life

4.1.6. Audited Financials

4.1.7. Student Union Development Summit (SUDS)

4.1.8.

4.2. Executive Committee Minutes

Minutes of August 8, 9, 17, 24, 31, and September 7, 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. 2021-2022 Audited Financial Statements

***MOTION TO ACCEPT THE 2021-2022 AUDITED FINANCIAL STATEMENTS FROM MNP
VPO/***

Favour:

Oppose:

7.2. 2021-2022 Councillor of the Year Award

Vpa –

7.3.

8. Consultation

8.1

9. Evaluation

9.1.

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: October 19, 2022

Meeting adjourned at



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

**Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
August 17, 2022 at 6:00pm in The Lookout**

Voting Members:

Gabriel Ambutong, Councillor
Abby Beka, Councillor
Stephan Vasquez, Vice President Academic
Freja Cartujano, Councillor
Elaine Tran, Vice President Student Life
Myles Dykes, President
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and Finance
Matt Yanish, Vice President External

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

Absent:

Jayden Depeel, Councillor
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2. Approvals

2.1 MOTION

TO APPROVE THE AGENDA FOR AUGUST 17, 2022

PHAN/VPE

CARRIED

2.2 MOTION

TO APPROVE THE MINUTES OF JULY 20, 2022

PHAN/TESFAY

CARRIED

3. Presentations

3.1. Student Advocacy Centre

4. For Information

4.1. Reports

4.1.1. President

Update provided re. EC attendance at SUDS conference.

4.1.2. Vice President Academic

As presented.

4.1.3. Vice President External

Working with Eco-SAMU re. sustainability to present to CAUS in future.

4.1.4. Vice President Operations & Finance

As presented.

4.1.5. Vice President Student Life

As presented.

4.2. Executive Committee Minutes

Minutes of July 6, 13, and 20, 2022 provided.

5. Question Period

5.1. Written Questions

Tesfay - President: Regarding the Edmonton Student Alliance Strategic Alignment, I see that you had the first meeting earlier this month but unfortunately didn't make a quorum. I'm glad that you were able to have an extensive discussion; what did you guys discuss?

Pres - The primary item of discussion was the proposed Annual Plan for the Edmonton Student Alliance. It proposed meeting dates for the membership, timelines for the Priorities 2022/23 document, a new project to revitalize our brand, and another project being the creation of a Strategic Plan. The item primarily discussed was the Strategic Plan and its timelines. I had proposed the Strategic Plan to be until 2025 to build organizational capacity for the next municipal election, and members had questions regarding resourcing and capacity to create a Strategic Plan. It looks like there will be two additional possible paths forward; creating a less extensive organization plan as a "Road Map" to the 2025 municipal election, or having a Strategic Plan with a longer timeline. There was no resolution at the meeting, but I will be consulting members and propose next steps at the ESA meeting in September.

Tesfay – VP Academic: In the report, you mentioned EC had the opportunity to do some media training. It's awesome you guys got to engage in something like that; being a better spokesperson is definitely an important skill. Is this an opportunity that can also be extended to the students' council?

Vpa - Unfortunately, as EC would be the first point of contact by the media, training the entirety of SC would fall outside the scope of your portfolios. During training we participated in mock interviews that asked specific questions to a mock event related to our roles. While some SC members participate in committees that fall under the portfolios of EC members, it does not give a whole picture of the role (stakeholder relations, Priority setting, how meetings interact with each other, and project planning) so it would be unfair to expect an SC member to know the same things as well as give an impromptu statement to reporters.

Another issue compounding it is timeframes and scheduling as the Fall term approaches. It took a full day to train the 5 EC, so for all SC would be 3 or more 7-hour days. Unfortunately, the media trainers were very busy and needed to be booked months in advance. If we were to train the whole of SC it would fall during the school year, resulting in a significant time-investment.

However, I do understand the value in learning how to be a better spokesperson so I've contacted the media trainer on your behalf to ask if she can share slides or other materials. Likewise the VPE or I would be willing to meet with anyone interested in discussing tips.

Tesfay - VP Operations: Regarding the Decision Made on the pilot exemptions within the contract for usage. Hi, what are pilot exemptions, and in what ways will exemptions discussed in the meeting affect students?

Vpo - Thanks for the question, as I mentioned in my report the pilot exemptions are the Senior Category, AISH Category and the Long-Distance Category. Pilot exemptions are exemptions to the U-Pass that were added to the contract this year. Essentially they are another classification of students who may opt out of the U-Pass if they desire. These were in place this past year with the new U-Pass contract, and at the meeting we were reviewing the numbers for it. The Senior category is for individuals 65 years or older, the AISH opt out is for those in the Assured Income for the Severely Handicapped (AISH) program and the long distance category is for those physically living greater than 100km from MacEwan.

5.2. Oral Questions

Topics include: Canada student grants; textbook cost indicator program; knowledge gained from speaker series; SUDS conference attendance value; student U-Pass pilot exemptions; Let's Get Committed; SAMU website information;

6. In Camera Period

7. Motions & Business Orders of the Day

8. Consultation

8.1 EC Workplan

Pres – Looking for feedback from SC about the workplan that was submitted. Want to ensure that our project are sustainable and a good use of your execs time.

9. Evaluation

10. Recognition

11. Adjournment

MOTION TO ADJOURN

SIDDIQUI

CARRIED

Next Meeting Date: September 21, 2022

Meeting adjourned at 7:00pm.

Students' Council Report

President

September 2022

Dear Council,

Happy beginning of school year! As students, faculty and staff fill the halls of MacEwan once again, I hope that the period of adjusting to the new routine has been treating you all well. The past month has been a busy period for our Executive Committee (EC), between conferences and project planning. Just a reminder, the reports will not see much information shared regarding project planning, but you will receive updates through the quarterly workplan reports and on completed projects through EC reports. Please see below for my report between June 9 and July 14, 2022.

Executive Summary

- First Week of School: EC was busy engaging with students promoting SAMU and getting involved! More info below
- Board Retreat: as a member of MacEwan's Board, I took part in the retreat that saw us have numerous strategic discussions.

Important Meetings/Events Attended

Parent Orientation

Decision(s) Made: N/A

In my role as spokesperson, I had the opportunity to present to the parents of new MacEwan students in late August. This orientation was hosted by MacEwan's Office of Student Affairs and had other presenters such as Wellness & Psychological Services and Academic Advising. The purpose of this orientation is to present parents with information to cultivate them as a support for their student throughout their time at school. An emphasis was placed on their role being support, and that they cannot act on behalf of their student but can advise.

Board of Governors Retreat

Decision(s) Made: N/A

The annual Board of Governors retreat took place at MacEwan in late August, with the Student Board Representative and myself in attendance. On the first day of the retreat, we centred on

President's Report to Students' Council

Submitted September 16, 2022

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building relationships with other governors at a dinner, where we received a presentation from the Business Council of Alberta on their new report that hopes to "[Define the Decade.](#)" This report lays out a vision for Alberta based on feedback from Albertans and puts forward missions, which are global issues that Alberta has a competitive advantage to solving; they include the sectors of healthcare innovation, renewable oil and gas, and agriculture. The last element of the report are pillars, which describe how the report is fulfilled by people, businesses and institutions coming together.

Day two of the retreat was heavily discussion-based, with the discussions informing the Board's future direction. The morning was dedicated to discussion surrounding Board culture, such as our role in strategic oversight, what Board development should look like, and how the Board engages with each other and administration. Much of the discussion was also informed by our recent external review conducted through the Governance and Human Resources Committee. As for the afternoon, the agenda at hand had us discussing how to advance the short-term and long-term aspects of our Strategic Vision, Teaching Greatness. One element of discussion was how could we as an institution leverage partnerships to pursue our vision, and what the principles of a partnership must be.

Projects/Initiatives

Student Engagement

Strategic Alignment: Student Engagement & Experience, Student Voice

Throughout the first week of school, our Executive Committee was out and engaging with students promoting SAMU and getting involved. At the New Student Orientation, the VP Operations & Finance and I spoke about SAMU and our services followed by EC tabling on governance and advocacy.

The SAMU team came together to promote SAMU and all things offered in our first-ever Meet SAMU Week! Our Executives were at the Governance and Advocacy table where we were joined by some incredible Councillors who also engaged with students. The first week of school was wrapped up with Fall Fest, our first one in three years and was the most successful we've had. All hands were on deck with a great showing of staff and volunteers, whether handing out drink tickets or bouncy-castle watch duty. EC had the opportunity to engage students and

promote the array of programs, services and events offered by SAMU while playing games and handing out SAMU merch. It was an incredible honour to be able to MC alongside our VP Student Life, and I just want to express a huge thank you to Courtney and Tyler from Events for their hard work in putting Fall Fest together.

Other Items

Students Union Development Summit

Strategic Alignment: Student Voice Strategy 2.3

Our EC attended the University of British Columbia Alma Mater Society's SUDS conference in Vancouver, BC in early August. We saw it as an opportunity for professional development, team building, and developing our network with other students associations. Some highlights of the conference were Deputy Minister Daniel Quan-Watson's inspirational and impactful opening keynote, the opportunity to develop our network with other student leaders, and a broader understanding of the student movement across Canada. For a more in-depth report on the conference, please see the report provided by EC in this agenda package.

Council of Alberta University Students Counterparts Conference

Strategic Alignment: Student Voice Strategy 2.3

Student executives from across Alberta came to the University of Lethbridge for our first Counterparts Conference of the year. The purpose of the conference is to create a network of support for student leaders while facilitating knowledge-sharing. Sessions include a presentation on the year's upcoming Get Out the Vote campaign, CAUS history, and overcoming barriers to accessibility and inclusion.

Closing Remarks

The past two weeks have been incredible and hectic, and I wouldn't have it any other way! Seeing the SAMU building filled with students has been a delight to everyone, and it's so great seeing the space used in the way it was intended. I want to give another shoutout to the SAMU staff who have stepped up to the plate this semester, giving the best Fall Fest ever and going out of their way to engage students.





Myles Dykes (he/him),
SAMU President 2022-2023
sapresident@macewan.ca

Students' Council Report

VP Academic

September 21, 2022

Greetings council. I hope you're all doing well as we acclimate to an exciting new fall semester. With in-person attendance increasing it feels like we're close to returning to a normal school year. It's fantastic to see our community bustle with life once again.

Please see my SC report below.

Executive Summary

- QA Working Group Dissolved
- Indigenous Learners Circle Project Begins
- Let's Get Committeed Campaign
- Dean Meetings
- Joined the National Indigenous Advisory Committee (NIAC)

Projects/Initiatives

Quality Assurance Working Group Protocol Group

Strategic Alignment: Student Voice (2.4)

After compiling research, data, brainstorming, and surveys we've compiled an Academic Quality Assurance Protocol Document. This living document is designed to explain how to review, edit, create, suspend, terminate, or reactivate a program. My part of this protocol was to identify QA protocols in-affect in other institutions, survey students to find out what gaps to quality degrees and classes exist and recommend edits to the QAP document. As we continued this working group, we realized that our goals and objectives extended far beyond the scope of this one working group, resulting in the QA group being terminated, it's findings

and document were brought to the Committee on Academic Planning & Quality Assurance. Eventually other working groups will succeed this working group to better tackle the wider scope uncovered.

Indigenous Learner's Circle

Strategic Alignment: Student Experience & Engagement (1.4), Student Supports (3.4)

The ILC is following its workplan. Currently, I'm liaising with KW to secure a location to host the event, speaking with community elders to lead talks for the group, and discuss event design with community members to respect indigenous practices as well as promote comfort for students and stakeholders at the event. Liaising should conclude this week if the design is satisfactory to our partners. The next stage will be coordinating with KW and our marketing team at SAMU to design promotion ads and handbills for the event.

Let's Get Committeed Campaign

Strategic Alignment: Student Experience & Engagement (1.2), Student Voice (2.2)

The Let's get Committeed Campaign's handbills, ads, and banners have been distributed at key events, such as Fall Fest and Gov Week, with adequate results. I'm hoping to add at least one student-at-large to each SAMU and MacEwan committee so I'm planning to promote it further with a tabling event towards the end of the month. Promoting student governance is a key strategic goal of SAMU so I'm looking forward to seeing more applications to our various committees across our institutions.

Dean Meetings

Strategic Alignment: Student Supports (3.1 & 3.4)

The president, our Student Support Coordinator, and I have been meeting with faculty deans to build better relationships, share information, and find crossover with our projects. So far, we've met with Richard Perlow, Dean of the School of Business, and Karen Keiller, Dean of the Library. We've found common ground on promoting the new SOB building to key stakeholders, as that new building would contribute to our growth as an institution. Dean Keiller expressed a keen interest in supporting and introducing us to stakeholders for both the Universal Design for Learning Symposium in January and the Textbook-Cost Indicator Program. Specifically, there are multiple faculty members across our institution who would like to promote the same projects as they have been suggesting them for some time now. I'm looking forward to meeting these folks for further information and group work.

Joining NIAC (National Indigenous Advisory Committee)

Strategic Alignment: Student Voice (2.3)

After meeting our CAUS counterparts a few weeks ago I was extended the opportunity to represent indigenous students through the National Indigenous Advisory Committee. I'm very excited to learn more about my culture as well as promoting equity for marginalized groups. We're meeting online to induct me to their organization as well as go over key objectives for their committee. I'm looking forward to attending our first conference this month.

Closing Remarks

While slightly overwhelming, it feels good to be so active with our university community, external relations, and launching our projects. I'm optimistic to seeing our projects launch and take off successfully. I'm looking forward to what the fall has in store for us.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

Cheers,

Stephan Vasquez
VP Academic, SAMU 2022/2023
savpacademic@macewan.ca

Students' Council Report

VP External

September 21st, 2022

Hello Council, attached is my report since our last meeting.

Important Meetings Attended:

- “Mental Health Navigator”
 - Many moons ago, when last year's EC met with Tim Tang, AVP Students (basically the person in charge of student-facing services from MacEwan's side), we had championed the idea of getting a “mental health navigator”. Essentially, we would rather see someone hired by MacEwan who would help connect students to services and mental health supports that they already have access to, rather than create some new service. While we absolutely can use more money for mental health supports (this is one of CAUS's asks this year), we heard from students that simply navigating the systems to then eventually receive supports is quite strenuous and confusing. As you all should remember, this was also brought up when MacEwan asked SAMU to approve a mental health Mandatory Non-Instructional Fee (MNIF). I am happy to say that Tim informed us that they have hired someone to do exactly this (although the scope is slightly more broad, and I think the title is “Student Support Navigator” or something like that), and such a decision came directly as a result of EC's feedback. Further to this, our feedback came as a result of what you folks at SC (and of course students more broadly) wanted, and I am very happy to see this implemented. It is not every day we can draw such a clear line to student advocacy, so I am thrilled that we are able to do so here!



- Sarah Chan
 - The President and I met with Sarah Chan, Lead Community Engagement at Alberta Mentoring Partnership (AMP). She is a community engagement and mentorship expert, and she is wanting to meet with more student leaders to get a better sense for how we can build a culture of mentorship in Alberta, especially for young adults aged 18-25. Meeting with her was absolutely refreshing, and I look forward to any ways that we can collaborate with her in the near future on various leadership/professional development avenues. She is a strong advocate for community stewardship (I know, I use the word “community” a lot here), and someone who’s passion for the work she does is clearly evident in her actions. I am excited to update you all when we solidify our partnering opportunities.
- Oliver Community League
 - I met with Robyn Paches, Oliver Community League (OCL) President, to discuss various ways that students can get involved with community and governance at the hyper-local level. He gave me some great insights into how unique the 150+ community leagues are in Edmonton, and we discussed some of the real or perceived barriers to student participation. Additionally, we discussed how OCL and leagues like them would love for new folks (particularly students) to get involved with planning and execution of the actions of the league. I anticipate some avenues for collaboration, particularly on a project-basis with MacEwan students, and hopefully SAMU can aid in matching eager students with receptive community leagues.
- Downtown Safety/Chinatown Update
 - The Advocacy Coordinator and I attended the Mayor’s formal announcement for their approach to solving the rampant problems with crime in the downtown-Chinatown area. Edmonton only has about 2/3rds the amount of housing spaces for house/homeless people to find refuge as compared to



Calgary. Sohi stressed that we are dealing with the symptoms of disenfranchised people put into desperation, and that we need help from the provincial government to fix it. In short, as Mayor Sohi put it, “The city of Edmonton has a 3 billion dollar budget, and the province of Alberta posted a 12 billion dollar surplus this spring. We cannot do it on our own. We are not looking for special treatment, we are looking for fair treatment.” As many students have made it clear that there are clear safety concerns with being around these areas as well, it is great to hear that the city is attempting to do something about it, and it is my hope that the province recognizes the importance of this issue and is interested in helping resolve it.

- If you are interested, you can read more about it here:

<https://globalnews.ca/news/9083115/edmonton-sohi-alberta-justice-letter-downtown-safety/>

Projects/Initiatives:

- Governance Games
 - First off, congratulations to councilor Semotiuk for winning the first annual Governance Games! LRC and I had a great time planning and executing this day, and I am really happy that we were able to bring so many of you together for a fun way to end the summer before we got back to campus. The aim of this event is simply to help strengthen our ties to one another, and in turn, strengthen the resilience of SC and improve our ability to work with one another. If there is any feedback from any of you (good or bad) on how this can be run next year, please let me know! While I will likely not be around to see it, it is my sincere hope that Governance Games are a yearly thing in the summer, and that it can become a simple tradition that brings us together each year.



- OPEC (not that OPEC!)
 - I am in the midst of finalizing a workplan for the Organization and Public Engagement Committee of CAUS. In short, this is a sort of steering committee that oversees the campaigns we run at CAUS, most importantly the Get Out The Vote efforts. While there will be of course unique GOTV efforts by myself and the team at SAMU to engage MacEwan students (more on that in a second), there is also going to be a provincial effort in some areas. These areas will likely include some form of pledge collecting, letter writing, and/or some social media efforts to bolster support for post-secondary education ahead of the next election.
- SAMU GOTV
 - For our own efforts, GOTV has started to take better shape now that we are closer to the fall. Look out for a ton of engagement and volunteer opportunities (and you better believe this will not be the only time I ask) coming this fall, including speakers coming to campus, pints and politics, and (god willing) some circus-esque efforts to get students to care about voting. If you have any ideas on how to engage students to vote in the upcoming provincial election, feel free to shoot me an email or drop by my office; I would love the feedback!
- SAMU Dodgeball Team
 - As many of you know, LRC is starting up a recreational dodgeball league for the fall! This will run every Thursday from 6:30-10:00 or so on campus (although I do not think games will go quite that late) for almost every Thursday in October and November (minus the week of November 10th). The cost of \$40.60 will be covered by SAMU, so please sign up if you were entertaining the idea! You do not have to make every game, but the ideal setup would be if we have 10-12 people at least, and then 6 or so people play at a time each week (but we can substitute people in midway during games). I



am a strong believer in the uniting power of sport, and the ability to learn how to work together better by playing on a team.

Closing Remarks:

While it may be cliché, I am happy that we are officially back to normal-ish on campus! *knocks wood* The other day, when Sarah Chan was here, we requested a photo with her and she asked where we usually go for photos. I realized that we have had the benefit of such a quiet campus in my terms thus far that we could go really anywhere we wanted for a photo. Instead, we had the good problem of having so many students hanging out around our building that we had to go out of our way to find a spot for a picture! This might seem banal or otherwise ordinary, but it was a hilarious reminder as to what the building is supposed to be for, and a great realization that there are indeed students here using it.

Now with my wedding in the rear-view, and school back in full swing, I am really excited to engage with students this fall. The amount of tabling I have done these last few weeks is almost the same amount I was able to do for the entirety of the 2021/2022 year! Also, a special shoutout to Councilor Tesfay, Beka, and La Torre (and others) who came out to get more students in the know about what SAMU even is. While I have no way of knowing for sure, I am really ecstatic to see the increased interest there is in the SC election this fall. I hope that we can get back to the days where we have more than 14 people running, so we can see some healthy competition and some great campaigns. Thank you to all of you who ran last year, and I sincerely hope that all of you who are able are considering re-running this fall. I cannot stress enough how my time on SC is what made me stay at MacEwan, and empowered me to eventually run for the life-changing position that is VP External.

Speaking of VP External, if any of you (or anyone you know) is interested in my role, or any of the other VP/Pres roles, it is our duty, obligation, and pleasure to tell you all there is to know about it! It is never too late to learn more about the Executive Committee roles, and I am happy to spend any time you need answering any and all questions about the role. I implore you all to seriously consider EC roles next spring, as I have gotten unparalleled experience representing students in this capacity.



All the best, and don't forget to water your plants,

Matthew Yanish
VP External, SAMU 2022/2023
savpexternal@macewan.ca



Students' Council Report

Vice President Operations and Finance

September 21, 2022

Holy crackers, has time just flown by at the speed of light! Greetings Council, I hope you all are settling into your back-to-school routines and enjoying being back on campus so far. It is absolutely wonderful to see so many faces on campus So, without further ado, please see below for my report detailing the events that occurred from August 10th to September 14th, 2022.

Executive Summary

- BPC Meeting
- PSC Meeting
- GovWeek
- SC Training

Important Meetings Attended

SAMU Cares Meeting

Decision Made: Move forward with steps to promote and recognize SAMU & SAMU Cares

Myself, the President, Acting General Manager, Director of Programs and Services meet with MacEwan's Louise Charron and Kevin Fitzgerald to discuss the SAMU Cares Bursary and how to go forward with recognizing SAMU's donation of over \$900,000. SAMU is to receive a space naming, and Louise and Kevin are looking at potential media avenues to highlight the bursary. Stay tuned for more information when as it becomes available.

Procedure Sub-Committee Meeting

Decision Made: Recommend the Leaves Procedure and the Student Groups Procedure to Executive Committee for Approval

The Students Group Procedure needed to be revamped as it was previously called the clubs procedure. There were substantial changes proposed to this procedure, which EC ultimately approved. The Leaves procedure had a change proposed that was also ultimately approved by EC, the change was regarding staff taking time off after providing a notice of resignation.

Bylaws and Policy Committee Meeting

Decision Made: Recommend the Code of Conduct Policies to Students' Council for Approval

After Legal review BPC got to view the Code of Conduct and all of the documents that we are hoping to pass, to have a comprehensive conduct process. This package is coming for your approval at the October Students' Council Meeting.

Projects/Initiatives

SC Training

Strengthening SAMU Operations

The President, Governance Advisor and myself have begun planning SC Training for the upcoming year. We have had several meetings discussing the needs for next year's Council. We are also in the process of consulting our various stakeholders on their thoughts and opinions, currently we have consulted EC and the Chair of SC, I will be consulting LRC in the time before this meeting and after this report is due. I have also been working on some minor edits to the upcoming Councillor Handbook that will be given out to the next Councillors as a vital resource to their time on Council.

GovWeek

Student Voice

The VPSL and I have been working tirelessly to plan GovWeek which is occurring during this week. We have had meetings with stakeholders and are in the late stages of planning and preparing to execute. Your attendance at these events, while not mandatory or in your capacity as a Councillor, is highly encouraged! The events are September 20-22, and you can find a full list of them here <https://samu.ca/govweek>

Governance Review Implementation

Strengthening SAMU Operations

Within the realm of the governance review this month I have been working hard on the code of conduct and all the supporting documents, looking at all of our policies and procedures and mapping our all of them, with the goal of looking for any gaps or areas of alignment in regards to our governance document structure, as well as working on the bylaws and the proposed changes. While we were hoping to have the bylaw review occur before the new council comes into office but we also want to ensure that we are going to do it correctly and therefore have decided to delay the process slightly.

Other Items

Meeting with Ontario Tech Students Union (OTSU) VP Internal Affairs

Policy Development

I met with the OTSU VP Student Affairs after a request to discuss some of SAMU's policies, procedures and how our policy development process works. It was a fruitful conversation where I was able to highlight SAMU's processes and talk about our policies and procedures. It is always a pleasure meeting with other SA's across the country to swap information about our governance processes and how our organizations are structured



Annual Report Reporting

Duty Tasked as the Head of Department 12

As a part of my duties currently I have been working on putting together Department 12's annual report. The annual report highlights all of the wins and successes of the past year. Council will be seeing the annual report for approval at the Council meeting after accepting the audit is complete.

First Week of School Festivities

EC and SC Operations

As we geared up to back to school, we saw the return of Fall Fest, Meet SAMU Week and New Student Orientation. EC also participated in Residence Move-In day.

Throughout all of these back to school activities, I spent quite a bit of time gathering all of the pamphlets to give to students, coordinating the Councillors who volunteered to table at Meet SAMU Week and coordinating all of the members of EC at the various tabling events to make sure we had table coverage and representation throughout.

Closing Remarks

As we close off the first month of school, I would like to extend a warm welcome back to campus and I am so excited for the upcoming year being back on campus. I wish you well in your studies. As always please feel free to reach out to me if you have any questions or ideas.

Cheers,

Larissa Williams, (she/her)
VP Operations and Finance, SAMU 2022/2023
savpoperations@macewan.ca

Students' Council Report

VP Student Life

September 21, 2022

Welcome back to campus! This month, we are back in classes, drinking coffee copiously, and preparing for Students' Council elections. September is a busy month, but I am electrified to continue to connect with the campus community!

Executive Summary

- Executive Committee (EC) x the griff Interview
- MacEwan Means Business Photoshoot
- Healthy Campus Alberta (HCA) Design Team Interview and Orientation
- Sexual Violence Awareness Week (SVAW) Committee Meeting
- GovWeek Countdown and Update

Important Meetings Attended

Executive Committee (EC) x the griff Interview

Strategic Alignment: Student Voice

EC met with Mya Colwell, Assistant Editor, at the griff for a back-to-campus interview. Mya asked about our experiences on EC so far and upcoming plans we have for the rest of our terms. The conversation was engaging and fruitful, and you can read our profiles in their October issue!

MacEwan Means Business Photoshoot

Strategic Alignment: Student Voice

The President, VP Academic, and I were invited to participate in the MacEwan Means Business Photoshoot in support of the new School of Business building. My photoshoot

process was comfortable and fun; the team on site were professional and I am eager to see everyone's finished results!

Healthy Campus Alberta (HCA) Design Team Interview and Orientation

Strategic Alignment: Student Voice, Student Supports

[Healthy Campus Alberta \(HCA\)](#) is a community of practice focused on advocacy, collaboration, and education about mental health with the goal of creating caring campus communities in Alberta. I applied and interviewed for their Design Team, a collaborative community of humans interested in mental health and well-being, and recently completed my orientation. I learned more about HCA as well as my role and responsibilities; I am excited and grateful for the opportunity to contribute to mental health advocacy and engagement in Alberta.

Sexual Violence Awareness Week (SVAW) Committee Meeting

Strategic Alignment: Student Experience and Engagement, Student Voice, Student Supports

At the most recent SVAW Committee meeting, event updates were provided, and the schedule was finalized. The week will include booths, a panel, a student art gallery, and workshops, among others. If you are interested, SVAW is from October 3-7 and you can find the [full schedule here](#).

Projects/Initiatives

GovWeek Countdown and Update

Strategic Alignment: Student Experience and Engagement, Student Voice, Strengthening SAMU Operations

GovWeek is less than a week away! GovWeek is about empowering and mobilizing the campus community in Students' Council elections, so please spread the word to faculty, classmates, and friends! As mentioned, there will be numerous opportunities for engagement and involvement throughout the week, including a kick-off event, opportunities to collect nominations, and workshops, among others. For the full schedule, [check out our website](#).



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

Closing Remarks

Thank you for reading my entire report and enjoy the autumn weather before a snowy winter!

The student experience is informed by the student voice, and I always welcome yours!

Please do not hesitate to contact me via email at savpstudentlife@macewan.ca or schedule an appointment.

Cheers,

Elaine Tran

VP Student Life, SAMU 2022/2023

savpstudentlife@macewan.ca



Students' Association of Grant MacEwan University

2022 Audit Findings

Report to the Students' Council

June 30, 2022

Patrick Moore, CPA, CA

T: 780.453.5399

E: patrick.moore@mnp.ca



Wherever business takes you

[MNP.ca](https://mnp.ca)

Overview

We are pleased to submit to you this Audit Findings Report (the "Report") for discussion of our audit of the financial statements of Students' Association of Grant MacEwan University (the "Association") as at June 30, 2022 and for the year then ended. In this report we cover those significant matters which, in our opinion, you should be aware of as members of the Students' Council.

As auditors, we report to the members on the results of our examination of the financial statements of the Association as at and for the year ended June 30, 2022. The purpose of this Report is to assist you, as members of the Students' Council, in your review of the results of our audit.

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

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

Engagement Status

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

- Receipt of the signed management representation letter;
- Discussion of subsequent events with the Students' Council;
- the Students' Council review and approval of the financial statements.

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







Independent Auditor's Report





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


Audit Reporting Matters

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

Significant Audit, Accounting and Reporting Matters

| Area | | Comments |
|---|---|--|
|  | Changes from Audit Service Plan | There were no deviations from the Audit Service Plan previously presented to you. |
|  | Final Materiality | Final materiality used for our audit was \$400,000 for June 30, 2022. |
|  | Identified or Suspected Fraud | While our audit cannot be relied upon to detect all instances of fraud, no incidents of fraud, or suspected fraud, came to our attention in the course of our audit. |
|  | Identified or Suspected Non-Compliance with Laws and Regulations | Nothing has come to our attention that would suggest any non-compliance with laws and regulations that would have a material effect on the financial statements. |
|  | Matters Arising in Connection with Related Parties | No significant matters arose during the course of our audit in connection with related parties of the Association. |
|  | Going Concern | No events or conditions were identified that may cast significant doubt on the Association's ability to continue as a going concern. |

| Area | | Comments |
|---|--|---|
|  | Auditor's Views of Significant Accounting Practices, Accounting Policies and Accounting Estimates | <p>The application of Canadian accounting standards for not-for-profit organizations allows and requires the Association to make accounting estimates and judgments regarding accounting policies and financial statement disclosures.</p> <p>As auditors, we are uniquely positioned to provide open and objective feedback regarding your Association's accounting practices, and have noted the following items during the course of our audit that we wish to bring to your attention.</p> <p>The accounting policies used by the Association are appropriate and have been consistently applied.</p> <p>Amortization is based on the estimated useful lives of capital assets. Accounts payable and accruals includes an amount for unpaid health and dental claims estimated by management.</p> |
|  | Financial Statement Disclosures | <p>The disclosures made in the notes to the financial statements appear clear, neutral and consistent with our understanding of the entity and the amounts presented in the financial statements.</p> |
|  | Significant Deficiencies in Internal Control | <p>While our review of controls was not sufficient to express an opinion as to their effectiveness or efficiency, no significant deficiencies in internal control have come to our attention. We have issued a letter to management containing our comments with respect to accounting matters and enhancement of controls.</p> |
|  | Matters Arising From Discussions with Management | <p>There were no significant matters discussed, or subject to correspondence, with management that in our judgment need be brought to your attention.</p> |

| Area | | Comments |
|---|--------------------------|---|
|  | COVID-19 OUTBREAK | <p>Our audit response in respect of COVID-19 included consideration of the following:</p> <ul style="list-style-type: none"> • Reviewed with management to understand the impact of COVID-19 on the operations of the Association; • Reviewed with management to understand changes in controls and processes previously followed by the Association; • Assessed the impact of COVID-19 on accounting estimates, such as collectability of accounts receivable; • Inquired regarding the potential existence of any new provisions or contingencies that may arise due to breaches in contracts, litigation, etc. resulting from the impact of COVID-19; • Discussed the impact of COVID-19 with management and Students' Council to gain perspective on any changes to risks, particularly with respect to fraud; • Analysed the impact of COVID-19 on audit risk assessment and revise as appropriate; and/or • Assessed the need for significant events disclosure in the financial statements. |

Significant Risk Areas and Responses

| Significant Risk Area | Response and Conclusion |
|--|---|
| Revenue recognition General risk with respect to revenue recognition | MNP confirmed the student fees earned by the Association with MacEwan University. |
| Deferred revenue Completeness and accuracy | MNP recalculated deferred revenue based on relevant inputs. |
| Health and dental Incurred but not reported (IBNR) claims | MNP assessed management's assumptions in the determination of the IBNR accrual. |

Other Areas

| Area | Comments |
|---|--|
| Auditor Independence | We confirm to the Students' Council that we are independent of the Association. Our letter to the Students' Council discussing our independence is included as part of the additional materials attached to this report. |
| Management Representations | We have requested certain written representations from management, which represent a confirmation of certain oral representations given to us during the course of our audit. This letter, provided by management, has been included as additional material to this report. |
| Summary of Significant Differences | Several significant differences were proposed to management with respect to the June 30, 2022 financial statements. A summary of significant differences has been included with this report. |
| Other Information | <p>Management is responsible for the other information. The other information comprises the information included in the annual report.</p> <p>Our opinion on the financial statements does not cover the other information and we will not express any form of assurance conclusion thereon.</p> <p>In connection with our audit of the financial statements, our responsibility is to read the other information identified above and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated.</p> <p>We obtained the Annual Report prior to the date of this auditor's report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in this auditor's report. We have nothing to report in this regard.</p> |

Summary of Significant Differences

Significant Adjusted Differences

| Differences Noted | Statement of Financial Position | Surplus (deficit) |
|---|---------------------------------|-----------------------|
| To close balances in Gallivan accounts to revenue. | \$ 247,155 | \$ (247,155) |
| To adjust deferred revenue related to Gallivan plans. | \$ (8,543) | \$ 8,543 |
| To capitalize principal lease payments made in 2022. | \$ 735,718 | \$ (735,718) |
| To adjust deferred revenue to actual. | \$ (71,009) | \$ 71,009 |
| To record interest payable. | \$ (27,322) | \$ 27,322 |
| To adjust ASO balance at year end to match the statement. | \$ 346,821 | \$ (346,821) |
| To capitalize purchase of computers. | \$ 15,055 | \$ (15,055) |
| To adjust the building refund to the correct account. | \$ (91,172) | \$ 91,172 |
| Total Adjusted Differences (Income Effect) | | \$ (1,146,703) |

Significant Unadjusted Differences

| Differences Noted | Statement of Financial Position | Surplus (deficit) |
|---|---------------------------------|-------------------|
| To record the misstatement in rental income. | \$ (27,500) | \$ 27,500 |
| To record the potential U-Pass rebate liability. | \$ (50,617) | \$ 50,617 |
| To record the prepaid portion of software license fees. | \$ 21,588 | \$ (21,588) |
| To adjust the opening health and dental deferred revenue to actual. | \$ (162,352) | \$ 162,352 |
| Uncorrected opening differences | \$ 49,446 | \$ (49,446) |
| Total Unadjusted Differences (Income Effect) | | \$ 169,435 |

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

Sincerely,



Chartered Professional Accountants

encls

Management Representations

(SEE ATTACHED)

Students' Association of Grant MacEwan University
SA-301, 10850-104 Avenue
Edmonton, AB T5J 4S2

September 21, 2022

MNP LLP
10235 101St N.W.
Suite 1600
Edmonton, Alberta T5J 3G1

To Whom It May Concern:

In connection with your audit of the financial statements of Students' Association of Grant MacEwan University (the "Association") as at June 30, 2022 and for the year then ended, we hereby confirm to the best of our knowledge and belief, the following representations made to you during the course of your audit.

We understand that your audit was made in accordance with Canadian generally accepted auditing standards. Accordingly, the audit included an examination of the accounting system, controls and related data, and tests of the accounting records and such other auditing procedures as you considered necessary in the circumstances, for the purpose of expressing an opinion on the financial statements. We also understand that such an audit is not designed to identify, nor can it necessarily be expected to disclose, misstatements, non-compliance with laws and regulations, fraud or other irregularities, should there be any.

Certain representations in this letter are described as being limited to matters that are material. An item is considered material, regardless of its monetary value, if it is probable that its omission from or misstatement in the financial statements would influence the decision of a reasonable person relying on the financial statements.

Financial Statements

1. We have fulfilled our responsibilities, as set out in the terms of the audit engagement letter dated July 20, 2022, for the preparation and fair presentation of the Association's financial statements in accordance with Canadian accounting standards for not-for-profit organizations. We believe these financial statements are complete and present fairly, in all material respects, the financial position of the Association as at June 30, 2022, and the results of its operations and its cash flows, in accordance with Canadian accounting standards for not-for-profit organizations.
2. All transactions have been recorded in the accounting records and are reflected in the financial statements, and are reported in the appropriate period.
3. We acknowledge that we are responsible for the accounting policies followed in the preparation of the Association's financial statements. Significant accounting policies, and any related changes to significant accounting policies, are disclosed in the financial statements. The selection of accounting policies is appropriate in accordance with the requirements of Canadian accounting standards for not-for-profit organizations, and are applied consistently throughout the financial statements.

Estimates

4. All significant judgments made in making the accounting estimates have taken into account all relevant information of which we are aware.
5. We have disclosed to you all significant assumptions used in making accounting estimates and judgements, and believe they are reasonable.
6. The assumptions relevant to accounting estimates and disclosures appropriately reflect our intent and ability to carry out specific courses of action on behalf of the entity.
7. Disclosures related to accounting estimates, including disclosures describing estimation uncertainty, are complete and are reasonable in the context of Canadian accounting standards for not-for-profit organizations.
8. Appropriate specialized skills or expertise have been applied in making the accounting estimates.
9. No subsequent event requires adjustment to the accounting estimates and related disclosures included in the financial statements.
10. We are aware of and concur with the contents and results of the attached journal entries prepared by you, and accept responsibility for the financial statement effects of the entries.
11. We believe the effects of those uncorrected financial statement differences aggregated by you during the audit are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.
12. Related party relationships and transactions have been appropriately accounted for and disclosed in accordance with the requirements of Canadian accounting standards for not-for-profit organizations.
13. All events or transactions that have occurred subsequent to the statement of financial position and for which Canadian accounting standards for not-for-profit organizations require adjustment or disclosure have been adjusted or disclosed appropriately in the financial statements.
14. We further acknowledge the following items related specifically to COVID-19:
 - We have assessed the impact of COVID-19 on the Association's operations and have provided you all information relevant to the impact it has had and/or is anticipated to have on the Association's operations.
 - We have made available to you all source documentation requested, whether in original or scanned/electronic format. Where information has been provided in scanned/electronic format, it has been accurately reproduced.
 - All events or transactions that have occurred subsequent to the statement of financial position and for which Canadian accounting standards for not-for-profit organizations require adjustment or disclosure have been adjusted or disclosed appropriately in the financial statements.
15. All plans or intentions that may affect the carrying value or classification of assets and liabilities are appropriately reflected in the financial statements in accordance with Canadian accounting standards for not-for-profit organizations.
16. All liabilities, both known and contingent, requiring recognition or disclosure in the financial statements in accordance with the requirements of Canadian accounting standards for not-for-profit organizations have been adjusted or disclosed as appropriate.

17. All outstanding and possible claims, whether or not they have been discussed with legal counsel, have been disclosed to you and are appropriately reflected in the financial statements.
18. All assets, wherever located, to which the Association had satisfactory title at the year-end, have been fairly stated and recorded in the financial statements. The assets are free from hypothecation, liens and encumbrances, except as noted in the financial statements. We have disclosed the nature and carrying amounts of any assets pledged as collateral. All assets of uncertain value, and restrictions imposed on assets, are appropriately reported in the financial statements.
19. All aspects of laws, regulations or contractual agreements, including non-compliance, are appropriately reflected in the financial statements.
20. All restricted cash has been appropriately designated and separated from operating funds.
21. All cash accounts have been appropriately recorded in the financial statements and all terms and associated conditions have been disclosed to you in full. We have provided you with the most current banking agreements.
22. Accounts and contributions receivable are correctly described in the records and represent valid claims as at June 30, 2022. An appropriate allowance has been made for losses from uncollectible accounts and for costs or expenses that may be incurred with respect to sales made or services rendered.
23. Inventory is correctly recorded in the financial statements in accordance with the requirements of Canadian accounting standards for not-for-profit organizations. All required provisions for slow-moving, obsolete, and unsaleable stock have been recorded. Inventory does not include any goods on consignment to others or goods invoiced to customers.
24. All charges to capital assets and additions under capital leases represent capital expenditures. No expenditures of a capital nature were charged to operations of the Association. Depreciation of capital assets and assets under capital leases has been recorded according to our best estimates of their useful lives. All events or circumstances giving rise to impairments are appropriately reflected in the financial statements.
25. All capital lease obligations has been appropriately recorded in the financial statements. All payments and accrued interest have been accounted for. The current portion of capital lease obligations is appropriately classified. All terms and conditions have been fully disclosed in the financial statements. We have provided you with the most current debt and financing agreements.
26. Revenue has been recognized only where sales have been made and items delivered, or services rendered, and the amounts have been collected or are collectible. Revenues do not include any amounts arising from consignment sales or from any other transaction from which the Association is not entitled to the proceeds.
27. We have identified all financial instruments, including derivatives, and hedging relationships. These have been appropriately recorded and disclosed in the financial statements in accordance with the requirements of Canadian accounting standards for not-for-profit organizations.
28. An accrual for unpaid insurance claims is appropriate based on 5% of the related year's claims experience.

Information provided

1. We have responded fully to all inquiries made to us and have made available to you:
 - A complete record of all financial records that are relevant to the preparation and presentation of the financial statements, related data and minutes of the meetings of Students' Council held throughout the year to the present date as well as summaries of recent meetings for which minutes have not yet been prepared;
 - Additional information that you have requested from us for the purpose of your audit;
 - Unrestricted access to persons within the entity from whom you determined it necessary to obtain audit evidence.
2. We acknowledge management's responsibility for the design, implementation and operation of controls that have been designed to prevent and detect fraud.
3. We have assessed the risk that the financial statements may be materially misstated as a result of fraud, and have determined such risk to be low.
4. Where the impact of any frauds or suspected frauds, and non-compliance or possible non-compliance with laws and regulations, has a material effect on the financial statements, we have disclosed to you all known significant facts relating thereto, including circumstances involving management, employees having significant roles over controls, and others. We have made known to you any allegations of fraud or suspected fraud communicated by employees, former employees, analysts, regulators and others. The effects of such events, if any, are properly presented in the financial statements.
5. We have disclosed to you all deficiencies in the design or operation of internal controls over financial reporting of which we are aware.
6. We have disclosed to you all aspects of laws, regulations or contractual agreements that may affect the financial statements, including non-compliance.
7. We have disclosed to you the identities of all related parties to the Association and all related party relationships and transactions of which we are aware.
8. We have no knowledge of side agreements (contractual or otherwise) with any parties that have not been disclosed to you.
9. The previous year's representation letter dated September 15, 2021 is still applicable to the prior year's financial statements and no matters have arisen that require restatement of those financial statements.
10. There are no discussions with your firm's personnel regarding employment with the Association.

Other Information

11. We have informed you of all the documents containing other information that comprise our annual report. Further, the financial statements and the other information provided to you prior to the date of your audit report are consistent with one another, and the other information does not contain any material misstatements.

Professional Services

1. We acknowledge the engagement letter dated July 20, 2022, which states the terms of reference regarding your professional services.
2. We are not aware of any reason why MNP LLP would not be considered independent for purposes of the Association's audit.

Sincerely,

Students' Association of Grant MacEwan University

Signature

Title

Independence Communication

(SEE ATTACHED)

September 21, 2022

Students' Council
Students' Association of Grant MacEwan University
SA-301, 10850-104 Avenue
Edmonton, AB T5J 4S2

Dear Council Members:

We have been engaged to audit the financial statements of Students' Association of Grant MacEwan University (the "Association") as at June 30, 2022 and for the year then ended.

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

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

We are not aware of any relationship between the Association and MNP that, in our professional judgment, may reasonably be thought to bear on our independence, which have occurred from July 1, 2021 to the date of this letter.

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

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

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

Sincerely,

MNP LLP

Chartered Professional Accountants

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Notification of Changes

(See Attached)



Planning for Next Year's Audit

Did you know?

Did you know that the Canadian Auditing Standards (CAS) has revised the auditing standard related to identifying and assessing the risks of material misstatements?

The revised CAS 315 will be effective for our audit of your Association's financial statements ending June 30, 2023.

Key changes include:

- Re-analyse financial statement risks by component parts: complexity, subjectivity, etc;
- In depth understanding of the Association's use of information technology (IT); and
- Additional requirements around management's control environment.

Refer to the Audit Service Plan under the "New and Proposed Changes to the Assurance Handbook" section *CAS 315 Identifying and assessing the risks of material misstatements* for more details of the changes.

What does this mean for our audit?

There will be an increase in upfront planning time required from both management and our engagement team to meet the revised requirements. Specifically:

1. Audit risk assessment currently considers fraud schemes and significant risks, and assertion-level evaluation of financial statement risk. The addition of inherent risk factors (complexity, subjectivity, change, uncertainty or susceptibility to misstatement due to management bias or other fraud factors) is more granular and will require both careful assessment at planning, and specific audit procedures in response.
2. We will require assistance from management and the entity's information technology's function to understand the entity's use of IT. Based on this detailed understanding, our engagement team will evaluate the risks arising from IT and the design and implementation of the IT general controls. Implications may include the involvement of an IT specialist and testing of the entity's IT general controls and IT application controls. In addition to the IT environment, our engagement team will be assessing key controls and the benefits of testing the operating effectiveness of these controls as it relates to the overall audit approach.
3. Even where we do not plan to rely on controls, additional requirements apply to understand components of management's entity-level control environment including oversight, culture, assignment of responsibility and how individuals are held accountable.

The new requirements noted above may result in the identification of deficiencies in the design and implementation of certain controls. We will then engage with management through the subsequent period to ensure our parallel assessment of efforts aimed at remediating control deficiencies.

How should you prepare for the upcoming audit?

Early engage with management to ensure you are aware of the current plan to incorporate the revised expectations for a compliant audit into the Association's internal controls over financial reporting.

Sample questions to consider asking management are:

1. Has the Association evaluated controls over risk assessment, oversight, culture, assignment of authority/responsibility?
2. Has the Association extended the evaluation of controls to the Association's information technology systems (e.g., changes to manage change or logical access IT general controls, implementation of new IT applications) and were any weaknesses identified?
3. Were there any challenges in applying the new requirements?

Further we encourage you to ask us questions to stay informed, here are a sample of questions to consider:

1. How has the revised CAS 315 influenced the risk assessment for the current year audit? Has the scope changed from the prior year?
2. How has the assessed risks of material misstatement related to the Association's information technology systems affect the audit and how have you addressed those potential risks?
3. To what extent did you engage IT specialists to be involved in the audit of financial statements? If so, how were the specialists used, and did the use of specialists change in the current year?
4. How has your risk assessment of the internal control policies and procedures impacted the audit strategy for the current year?
5. Are there any concerns with management's transaction-level controls within the key business processes?
6. Are there any areas where management could be of greater assistance to reduce the amount of time spent by you?
7. Were there any challenges in applying the new requirements to the audit?

APPENDIX 1: Revised CAS 315 Identifying and Assessing the Risks of Material Misstatement

The revised CAS 315 *Identifying and Assessing the Risks of Material Misstatement Through Understanding the Entity and its Environment*, incorporates changes to establish more robust requirements and detailed guidance to assist auditors in performing appropriate risk assessment procedures corresponding with the size and nature of the entity. It also includes changes to enhance the application of professional skepticism in audits. The revised CAS 315 accomplishes the following:

- Distinguishes the nature and extent of work needed for indirect and direct controls in the system of internal control;
- Clarifies which controls need to be identified for evaluating the design of a control, and determining whether the control has been implemented;
- Highlights scalability of the standard by keeping the principles-based requirements focused on what needs to be done, and using separate headings in the application material to illustrate scaling based on the complexity of the situation;
- Clarifies the definition of "significant risk" and introduces the concept of spectrum of inherent risk to assist the auditor in making a judgment, based on the likelihood and magnitude of a possible misstatement, on a range from higher to lower, when assessing risks of material misstatement;
- Introduces the concept of inherent risk factors, including complexity, subjectivity, change, uncertainty or susceptibility to misstatement due to management bias or other fraud risk factors insofar as they affect inherent risk;
- Introduces the concepts of "significant classes of transactions, account balances and disclosures" and "relevant assertions" to assist with the identification and assessment of the risk of material misstatement;
- Separates the assessment of inherent and control risk;
- Enhances the auditor's considerations regarding the entity's use of information technology and how it affects the audit, and includes considerations for using automated tools and techniques in the application material;
- Introduces a requirement to "stand back" to evaluate the completeness of the significant classes of transactions, account balances and disclosures at the end of the risk assessment process;
- Uses more explicit language and enhances requirements and application material to reinforce the importance of exercising professional skepticism when performing risk assessment procedures; and
- Clarifies the threshold for identifying possible risks of material misstatement in CAS 200 *Overall Objectives of the Independent Auditor and the Conduct of an Audit in Accordance with Canadian Auditing Standards*.

Students' Association of Grant MacEwan University
Financial Statements
June 30, 2022

Draft - For Management Only

Students' Association of Grant MacEwan University

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Management's Responsibility

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

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

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

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

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

General Manager

Director of Finance

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

Opinion

We have audited the financial statements of Students' Association of Grant MacEwan University (the "Association"), which comprise the statement of financial position as at June 30, 2022, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Association as at June 30, 2022, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Opinion

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

Other Information

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

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

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

We obtained the Annual Report prior to the date of this auditor's report. If, based on the work we have performed on this other information, we conclude that there is a material misstatement of this other information, we are required to report that fact in this auditor's report. We have nothing to report in this regard.

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

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

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

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

Auditor's Responsibilities for the Audit of the Financial Statements

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

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

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

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

Edmonton, Alberta

Chartered Professional Accountants

Students' Association of Grant MacEwan University

Statement of Financial Position

As at June 30, 2022

| | 2022 | 2021 |
|--|-------------|------------|
| Assets | | |
| Current | | |
| Cash (Note 3) | 9,688,440 | 7,425,719 |
| Accounts receivable (Note 10) | 1,679,093 | 1,470,240 |
| Prepaid expenses and deposits | 575,433 | 267,868 |
| Inventory | 415 | 405 |
| | 11,943,381 | 9,164,232 |
| Capital assets (Note 4) | 28,905,343 | 30,332,118 |
| | 40,848,724 | 39,496,350 |
| Liabilities | | |
| Current | | |
| Accounts payable and accruals | 1,464,532 | 506,312 |
| Deferred revenue (Note 5) | 1,344,174 | 1,340,111 |
| Trust liabilities (Note 6) | 132,174 | 125,846 |
| Current portion of capital lease obligation (Note 8) | 758,253 | 735,718 |
| | 3,699,133 | 2,707,987 |
| Capital lease obligation (Note 8) | 20,435,542 | 21,193,795 |
| | 24,134,675 | 23,901,782 |
| Significant event (Note 13) | | |
| Net Assets | | |
| Invested in capital assets | 7,684,227 | 8,375,284 |
| Internally restricted - Contingency reserve Fund | 1,430,205 | 1,152,985 |
| Internally restricted - Health and dental Fund | 956,708 | 393,560 |
| Internally restricted - Maintenance Fund | 5,747,341 | 4,372,380 |
| Internally restricted - SAMU Cares Endowment Fund | 1,000,000 | 960,586 |
| Internally restricted - SAMU/MacEwan Major Expenditures Fund | 1,100,406 | 399,103 |
| Unrestricted | (1,204,838) | (59,330) |
| | 16,714,049 | 15,594,568 |
| | 40,848,724 | 39,496,350 |

Approved on behalf of the Students' Council

President

Vice President
Operations and Finance

The accompanying notes are an integral part of these financial statements

Students' Association of Grant MacEwan University
Statement of Operations
For the year ended June 30, 2022

| | 2022 | 2021 |
|---|--------------------|-------------|
| Revenue | | |
| General and administrative <i>(Schedule 1)</i> | 10,232,063 | 9,031,821 |
| Programs and services <i>(Schedule 2)</i> | 52,257 | 81,528 |
| Marketing and communications <i>(Schedule 3)</i> | 22,725 | 860 |
| Retail <i>(Schedule 4)</i> | 58,954 | 98 |
| Total revenue | 10,365,999 | 9,114,307 |
| Expenses | | |
| General and administrative <i>(Schedule 1)</i> | 7,450,704 | 6,564,677 |
| Programs and services <i>(Schedule 2)</i> | 184,385 | 251,707 |
| Marketing and communications <i>(Schedule 3)</i> | 150,056 | 56,938 |
| Retail <i>(Schedule 4)</i> | 64,373 | 732 |
| Total expenses | 7,849,518 | 6,874,054 |
| Excess of revenue over expenses before other items | 2,516,481 | 2,240,253 |
| Other items | | |
| Foreign exchange gain | 457 | 317 |
| Amortization | (1,397,457) | (1,416,765) |
| | (1,397,000) | (1,416,448) |
| Excess of revenue over expenses | 1,119,481 | 823,805 |

The accompanying notes are an integral part of these financial statements

Students' Association of Grant MacEwan University
Statement of Changes in Net Assets

For the year ended June 30, 2022

| | <i>Invested in capital assets</i> | <i>Contingency reserve Fund</i> | <i>Health and dental Fund</i> | <i>Maintenance Fund</i> | <i>SAMU Cares Endowment Fund</i> | <i>SAMU / MacEwan Major Expenditures Fund</i> | <i>Unrestricted</i> | 2022 | 2021 |
|---|---------------------------------------|-------------------------------------|-----------------------------------|-----------------------------|--|---|---------------------|-------------------|-------------|
| Net assets, beginning of year | 8,375,284 | 1,152,985 | 393,560 | 4,372,380 | 960,586 | 399,103 | (59,330) | 15,594,568 | 14,770,763 |
| Excess (deficiency) of revenue over expenses | (2,058,565) | - | 563,148 | - | - | - | 2,614,898 | 1,119,481 | 823,805 |
| Purchase of capital assets | 61,854 | - | - | - | - | - | (61,854) | - | - |
| Building refund | (91,172) | - | - | - | - | - | 91,172 | - | - |
| Interfund transfer (Note 9) | 1,396,826 | 277,220 | - | 1,374,961 | 39,414 | 701,303 | (3,789,724) | - | - |
| Net assets, end of year | 7,684,227 | 1,430,205 | 956,708 | 5,747,341 | 1,000,000 | 1,100,406 | (1,204,838) | 16,714,049 | 15,594,568 |

The accompanying notes are an integral part of these financial statements

Students' Association of Grant MacEwan University
Statement of Cash Flows
For the year ended June 30, 2022

| | 2022 | 2021 |
|---|------------------|-----------|
| Cash provided by (used for) the following activities | | |
| Operating | | |
| Excess of revenue over expenses | 1,119,481 | 823,805 |
| Amortization | 1,397,457 | 1,416,765 |
| | 2,516,938 | 2,240,570 |
| Changes in working capital accounts | | |
| Accounts receivable | (208,853) | 816,742 |
| Prepaid expenses and deposits | (307,565) | 21,313 |
| Inventory | (10) | - |
| Accounts payable and accruals | 958,220 | 111,441 |
| Deferred revenue | 4,063 | 294,149 |
| Trust liabilities | 6,328 | 2,669 |
| | 2,969,121 | 3,486,884 |
| Financing | | |
| Repayments of capital lease obligation | (735,718) | (713,852) |
| Investing | | |
| Purchase of capital assets | (61,854) | (26,102) |
| Building refund | 91,172 | - |
| | 29,318 | (26,102) |
| Increase in cash resources | 2,262,721 | 2,746,930 |
| Cash resources, beginning of year | 7,425,719 | 4,678,789 |
| Cash resources, end of year | 9,688,440 | 7,425,719 |

The accompanying notes are an integral part of these financial statements

Students' Association of Grant MacEwan University

Notes to the Financial Statements

For the year ended June 30, 2022

1. Nature of operations

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

2. Significant accounting policies

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations set out in Part III of the CPA Canada Handbook - Accounting, as issued by the Accounting Standards Board in Canada and include the following significant accounting policies:

Revenue recognition

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

Cash and cash equivalents

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

Inventory

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

Capital assets

Purchased capital assets are recorded at cost.

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

| | Rate |
|--------------------|-----------|
| Building | 25 years |
| Computer equipment | 3-4 years |
| Equipment | 5 years |

Long-lived assets

Long-lived assets consist of capital assets. Long-lived assets held for use are measured and amortized as described in the applicable accounting policies.

The Association writes down long-lived assets held for use when conditions indicate that the asset no longer contributes to the Association's ability to provide goods and services. The assets are also written-down when the value of future economic benefits or service potential associated with the assets is less than its net carrying amount. When the Association determines that a long-lived asset is impaired, its carrying amount is written down to the asset's fair value.

Students' Association of Grant MacEwan University
Notes to the Financial Statements
For the year ended June 30, 2022

2. Significant accounting policies *(Continued from previous page)*

Leases

A lease that transfers substantially all of the benefits and risks of ownership is classified as a capital lease. At the inception of a capital lease, an asset and a payment obligation are recorded at an amount equal to the lesser of the present value of the minimum lease payments and the property's fair market value. Assets under capital leases are amortized on a straight-line basis, over their estimated useful lives. All other leases are accounted for as operating leases and rental payments are expensed as incurred.

Contributed materials

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

Financial instruments

The Association recognizes financial instruments when the Association becomes party to the contractual provisions of the financial instrument.

Arm's length financial instruments

Financial instruments originated/acquired or issued/assumed in an arm's length transaction ("arm's length financial instruments") are initially recorded at their fair value.

At initial recognition, the Association may irrevocably elect to subsequently measure any arm's length financial instrument at fair value. The Association has not made such an election during the year.

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

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of financial instruments subsequently measured at fair value are immediately recognized in excess of revenue over expenses. Conversely, transaction costs and financing fees are added to the carrying amount for those financial instruments subsequently measured at cost or amortized cost.

Related party financial instruments

The Association initially measures investments or debt instruments with a quoted market value or derivatives originated in a related party transaction ("related party financial instruments") at fair value.

All other related party financial instruments are measured at cost on initial recognition.

At initial recognition, the Association may elect to subsequently measure related party debt instruments that are quoted in active market, or that have observable inputs significant to the determination of fair value, at fair value. The Association has not made such an election during the year, thus all such related party debt instruments are subsequently measured at amortized cost.

The Association subsequently measures investments in equity instruments quoted in an active market and all derivative instruments at fair value.

Transaction costs and financing fees directly attributable to the origination, acquisition, issuance or assumption of related party financial instruments are immediately recognized in excess of revenue over expenses.

Students' Association of Grant MacEwan University

Notes to the Financial Statements

For the year ended June 30, 2022

2. Significant accounting policies (Continued from previous page)

Financial asset impairment

The Association assesses impairment of all its financial assets measured at cost or amortized cost. The Association reduces the carrying amount of any impaired financial assets to the highest of: the present value of cash flows expected to be generated by holding the assets; the amount that could be realized by selling the assets at the statement of financial position date; and the amount expected to be realized by exercising any rights to collateral held against those assets.

Any impairment, which is not considered temporary, is included in current year excess of revenue over expenses. The Association reverses impairment losses on financial assets when there is a decrease in impairment and the decrease can be objectively related to an event occurring after the impairment loss was recognized. The amount of the reversal is recognized in excess of revenue over expenses in the year the reversal occurs.

Measurement uncertainty

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

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

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

3. Restricted cash

The Association holds funds on behalf of various students clubs and programs in the amount of \$128,857 (2021 - \$121,885). The use of these funds must be approved by the individual student club or program and meet guidelines established by the individual organization raising the funds, while adhering to the bylaws and policies of the Association.

In addition, the Association has received funds for various programs, as described in Note 6, the use of which are restricted according to the terms of the contributions.

4. Capital assets

| | Cost | Accumulated amortization | 2022 Net book value | 2021 Net book value |
|--------------------|-------------------|-----------------------------|---------------------------|---------------------------|
| Building | 31,654,654 | 3,173,296 | 28,481,358 | 29,775,779 |
| Computer equipment | 217,178 | 184,307 | 32,871 | 32,609 |
| Equipment | 953,059 | 561,945 | 391,114 | 523,730 |
| | 32,824,891 | 3,919,548 | 28,905,343 | 30,332,118 |

The building, which was substantially completed in fiscal 2020, is recorded at the Association's share of the cost of construction plus an additional amount (\$23,336,000) acquired via a lease with the University. Amortization expense on the building for 2022 was \$1,269,522 (2021 - \$1,269,076). The lease expires in fiscal 2045. Provided that the lease remains in full force and effect at the expiry date, and the Association is not in material default, the Association will have the right to renew the lease for one additional period of 74 years under the same terms and conditions with annual payments of \$1 per year.

Students' Association of Grant MacEwan University

Notes to the Financial Statements

For the year ended June 30, 2022

5. Deferred revenue

| | 2022 | 2021 |
|-------------------------------|------------------|------------------|
| Health and dental fees | 672,019 | 708,613 |
| Global Education Fund | 312,841 | 256,064 |
| Student fees | 305,169 | 355,591 |
| MyLegal Plan fees | 45,137 | - |
| SAMU Cares | 3,189 | 1,220 |
| Food bank | 3,187 | 15,287 |
| Building tenant rent | 1,848 | 2,557 |
| MacEwan University Foundation | 784 | 779 |
| | 1,344,174 | 1,340,111 |

6. Trust liabilities

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

7. Demand line of credit

The Association has access to a demand operating line of credit authorized to a maximum of \$100,000 (2021 - \$100,000) and secured by a General Security Agreement in favour of the lender. The line of credit bears interest at prime plus 1.00%. As at June 30, 2022, the Association has not drawn on this facility.

8. Capital lease obligation

| | 2022 | 2021 |
|--|-------------------|-------------------|
| MacEwan University building lease, payable semi-annually in June and December, with semi-annual payments of \$698,413 including principal and interest at 3.04%, due December 2042 | 21,193,795 | 21,929,513 |
| Less: Current portion | 758,253 | 735,718 |
| | 20,435,542 | 21,193,795 |

Future minimum lease payments related to the obligation under capital lease are as follows:

| | |
|------------------------------|-------------------|
| 2023 | 1,396,826 |
| 2024 | 1,396,826 |
| 2025 | 1,396,826 |
| 2026 | 1,396,826 |
| 2027 | 1,396,826 |
| | 6,984,130 |
| Thereafter, to December 2042 | 21,650,803 |
| | 28,634,933 |
| Less: imputed interest | (7,441,138) |
| | 21,193,795 |
| Less: current portion | (758,253) |
| | 20,435,542 |

Students' Association of Grant MacEwan University

Notes to the Financial Statements

For the year ended June 30, 2022

9. Restrictions on net assets

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

SAMU/MacEwan Major Expenditures Fund is dedicated for major building expenditures as determined by the University or the Association according to the terms of the lease agreement (Note 8).

The SAMU Cares Endowment Fund is a fund managed by MacEwan University on the Association's behalf and annual proceeds are used to assist in funding bursaries for students who are in financial need. The bursaries are to help students and their families with financial assistance in the fall and winter terms. Subsequent to year-end, \$960,586 (2021 - \$nil) was transferred to The Grant MacEwan University Foundation with respect to the SAMU Cares Endowment Fund.

Any excess revenue over expenses at year end, with the exception of amortization as well as health and dental amounts, will be allocated 70% to the Maintenance Fund and 30% to the SAMU/MacEwan Major Expenditures Fund. If the SAMU Cares Endowment Fund drops below the principal amount of \$1,000,000, up to 10% of the allocation to the Maintenance Fund will be allocated to the SAMU Cares Endowment Fund.

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

The Association has elected to allocate \$277,220 (2021 - \$286,352) of unrestricted net assets to the Contingency Reserve Fund in the current year.

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

10. Related party transactions

During the year, the Association paid SAMU building operating costs of \$469,771 (2021 - \$417,827). As at June 30, 2022, \$1,660,873 (2021 - \$1,450,200) of accounts receivable is from MacEwan University.

11. Financial instruments

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

Interest rate risk

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

The Association is exposed to interest rate price risk on cash of \$9,688,440 (2021 - \$7,425,719), as these financial instruments earn interest at fixed rates. The Association's cash has an interest rate of 1.55% (2021 - 0.80%). The Association is also exposed to interest rate price risk on its capital lease obligation, which bears interest at a fixed rate.

Credit risk

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

Students' Association of Grant MacEwan University
Notes to the Financial Statements
For the year ended June 30, 2022

11. Financial instruments *(Continued from previous page)*

Foreign currency risk

Foreign currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Association enters into transactions denominated in United States currency. As at June 30, 2022, the following items are denominated in United States currency:

| | 2022 CAD\$ | 2021 CAD\$ |
|------|-----------------------------|-----------------------------|
| Cash | 19,875 | 19,481 |

12. Comparative figures

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

13. Significant event

During the year, the COVID-19 pandemic (coronavirus) had a significant impact on businesses through the restrictions put in place by the Canadian federal, provincial and municipal governments regarding travel, business operations and isolation/quarantine orders. The University transitioned back to delivering classes in-person, online, and hybrid classes starting in the Fall 2021 semester, while the Association will hold other events and programs in accordance with the provincial and federal restrictions and regulations.

At this time, it is unknown the extent of the impact the COVID-19 outbreak may have on the Association as this will depend on future developments that are highly uncertain and that cannot be predicted with confidence. These uncertainties arise from the inability to predict the ultimate geographic spread of the disease, and the duration of the outbreak, including the duration of travel restrictions, business closures or disruptions, and quarantine/isolation measures that are currently, or may be put, in place by Canada and other countries to fight the virus. Management expects any subsequent disturbance will be temporary, and to not have a significant effect on its future operations.

Students' Association of Grant MacEwan University
Schedule 1 - Schedule of General and Administrative Revenue and Expenses

For the year ended June 30, 2022

| | 2022 | 2021 |
|---|-------------------|------------------|
| Revenue | | |
| Student fees | 5,640,615 | 5,774,246 |
| Health and dental revenue | 4,157,240 | 3,140,292 |
| MyLegal Plan revenue | 237,913 | - |
| Interest | 102,118 | 64,840 |
| Rental income | 68,545 | 30,844 |
| Other | 25,632 | 21,599 |
| | 10,232,063 | 9,031,821 |
| Expenses | | |
| Health and dental expenses | 3,594,092 | 3,323,151 |
| Salaries and benefits | 1,993,449 | 1,787,909 |
| Interest on capital lease obligation (Note 8) | 661,108 | 682,085 |
| SAMU building operating costs (Note 10) | 469,771 | 417,827 |
| MyLegal Plan expenses | 215,628 | - |
| Goods and services tax | 121,488 | 99,489 |
| Student governance | 108,579 | 63,988 |
| Office | 86,514 | 71,622 |
| Insurance | 56,969 | 34,220 |
| Donations and gifts | 28,813 | 2,622 |
| Staff conferences and retreats | 28,402 | 13,330 |
| Professional fees | 21,711 | 29,949 |
| Executive projects | 19,160 | 5,261 |
| Student council | 12,044 | 14,154 |
| Telephone | 8,325 | 9,228 |
| Travel and parking | 7,073 | 1,684 |
| Interest and bank charges | 5,750 | 4,975 |
| Memberships | 4,097 | 2,625 |
| Club grants and promotion | 3,651 | 4,247 |
| Repairs and maintenance | 2,334 | 306 |
| Bad debts expense (recovery) | 1,516 | (7,617) |
| Office leases | 150 | 3,465 |
| Food and catering | 80 | 157 |
| | 7,450,704 | 6,564,677 |
| Excess of revenue over expenses | 2,781,359 | 2,467,144 |

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

For the year ended June 30, 2022

| | 2022 | 2021 |
|--|------------------|-------------|
| Revenue | | |
| Student refugee | 28,705 | 22,273 |
| Food bank | 16,621 | 24,830 |
| Events | 6,931 | 33,590 |
| Event sponsorship | - | 835 |
| | 52,257 | 81,528 |
| Expenses | | |
| Other programs and services | 81,436 | 63,394 |
| Student refugee | 28,705 | 23,365 |
| Events | 28,219 | 60,552 |
| Performances | 15,450 | 10,795 |
| Volunteer appreciation | 9,574 | 3,539 |
| All campus new programming | 8,286 | 14,538 |
| Awards night | 6,272 | 812 |
| Clubs week, promotion | 2,685 | 1,800 |
| Speaker services | 2,379 | 72,618 |
| Coordination and training and development | 1,119 | 294 |
| Gray Gallery | 260 | - |
| | 184,385 | 251,707 |
| Deficiency of revenue over expenses | (132,128) | (170,179) |

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

For the year ended June 30, 2022

| | 2022 | 2021 |
|--|------------------|-----------------|
| Revenue | | |
| Handbook advertising | 11,824 | - |
| Sport and Wellness Centre marketing | 8,361 | - |
| The griff advertising | 1,725 | 500 |
| Newsletter advertising | 815 | 360 |
| | 22,725 | 860 |
| Expenses | | |
| The griff | 49,936 | 11,051 |
| Handbook | 35,936 | - |
| SAMU Designated | 23,344 | 9,674 |
| Website updates | 15,812 | 9,267 |
| Marketing campaigns | 11,067 | - |
| Students' Association promotion | 6,147 | 20,641 |
| Digital marketing | 5,796 | 5,400 |
| Campaign and forums | 1,078 | - |
| Google Apps | 940 | 905 |
| | 150,056 | 56,938 |
| Deficiency of revenue over expenses | (127,331) | (56,078) |

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

For the year ended June 30, 2022

| | 2022 | 2021 |
|--|----------------|-------------|
| Revenue | | |
| Sporting events | 52,827 | - |
| Other | 4,946 | 98 |
| Table bookings | 1,181 | - |
| | 58,954 | 98 |
| Expenses | | |
| Sport tickets | 63,696 | 424 |
| Merchant fees | 677 | 308 |
| | 64,373 | 732 |
| Deficiency of revenue over expenses | (5,419) | (634) |

Draft - For Management Only

Conference Debrief

Conference: Student Union Development Summit (SUDS)

Date: August 12-15 2022

Location: University of British Columbia Campus, Vancouver British Columbia

SAMU Attendee(s): Myles Dykes, Stephan Vasquez, Matt Yanish, Larissa Williams and Elaine Tran, the President, VP Academic, VP External, VP Operations & Finance and VP Student Life respectively.

This report is provided on behalf of the entire Executive Committee after the completion of a feedback survey drafted by the VPOF based on previous years' conference feedback forms.

Brief Description of Conference:

SUDS is a conference run by the Alma Mater Society (AMS) of UBC and brought together student leaders from across Canada, As per their website:

"The goal of SUDS is to bring together student union representatives from across Canada and provide them with a platform to share their experiences, ideas, and best practices for running a successful student-oriented organization. By so doing, the delegates will gain valuable insights into improving their respective student unions - all in addition to learning tangible personal skills that translate to both the student government and the professional world."

The conference held three keynote speaker presentations, along with six workshops and two networking sessions for student leaders to attend and interact with one another.

Reason For SAMU Attendance:

This year SAMU went to SUDS to reassess whether it is a conference that we should be sending delegates to yearly. Overall the Executive Committee wanted to see what the value proposition for this conference is now that a few years have passed by since the last time we sent someone from our organization. The entire Executive Team went with three main outcomes as our primary objectives for this conference.

1. Professional Development
2. Developing our Network / Reputation Building For the organization
3. Teambuilding

After debriefing the Executive Committee felt as if we accomplished the first two objectives to varying degrees well. In the Professional Development realm, we improved our networking skills, were inspired by Deputy Minister Daniel Quan-Watson, and attended a session on campaigns that we learn a lot from. In the realm of "Developing our Network and Reputation Building" we believe this was where we excelled. Our Executive team was leading conversations, developing good relationships with other SA's especially those in the prairie provinces. The internal VP's had lots of other VP's that did the same work as them at the conference. Our branding was received well and overall SAMU was perceived well by other SA's. This conference came to really show us just how lucky we are at SAMU in regards to the structures, processes and supports we have for our SA and overall just how much say we really have in our SA compared to others. We believe Teambuilding was the objective that could have gone better. There was not a lot of down time to really be a team and the only downtime that was truly scheduled was either getting ready for the nightlife portion of the evening or the nightlife portion of the evening itself.

Positives of Conference:

Highlights of the conference included the opportunity to meet and network with student leaders across the country and understand what the student movement in a broader sense looks like, the food was great, the opening keynote was inspirational and impactful.

Negatives of Conference:

The negatives of the conference include a lack of organization and communication from the organizers. From sending out emails regarding the schedule and attendance two days before the conference began, and not having any sort of bag drop off organized prior to student leaders showing up, to the organization of the actual conference itself. The party-focused vibes were not a hit amongst EC, there was no scheduled downtime, it was a constant flurry of activity from the time breakfast started till early in the morning due to the nightlife. EC had to pick which sessions they attended and weren't able to attend all the sessions offered. EC wished for more variety in the group social activities. The workshops were overall relatively surface-level and the dorm situation was not great (6 people, 1 bathroom, no AC).

Select Sessions Review

Feedback from sessions was gathered by rating on a scale of 1-5, 1 being horrible, 5 being amazing and then any feedback, highlights lowlights, and reasoning was provided. EC's rating will be based on the number of attendees and the average score provided.

Opening Keynote:

of EC Attended: 5

EC Rating: 5/5

The opening keynote was the most engaging and impactful session out of everything, all members of EC found the speaker to be inspirational, motivational and a really good public speaker with a visionary perspective. This session was by far the most popular session agreed upon by EC unanimously.

Saturday Morning Keynote

of EC Attended: 5

EC Rating: 1.4

This keynote did not impress EC. The speaker rambled quite a bit, his messaging was not agreeable, he was not confident, engaging or organized enough to hold the interest of an audience of student leaders. He seemed to be there for the clout and to peddle his business more than giving an inspiring keynote, he didn't believe in student apathy and apparently provided the same speech that he did last year based on talking to some executives that attended the conference last year.

Anti-Racist Approach to Media Literacy

of EC Attended: 3

EC Rating: 2

Members of EC learned about how media manipulates images to push racist agendas, EC felt as though the facilitator did not provide any information that was insightful or new beyond pandering to a leftist audience. The presentation was surface level at best and the facilitator contradicted herself at times. The interactive component of this session was reported to be not great as well.

Successful Negotiations

of EC Attended: 2

EC Rating: 3.5

Members of EC were taught the terminology in relation to negotiations and some tactics to negotiate. Feedback from it included that the facilitators were unable to relate it to the SA context and focused on the negotiations in an employment context which is valuable as we go to hire a general manager but not so helpful in our ordinary negotiations with the external parties that we deal with.

Campaigns

of EC Attended: 4

EC Rating: 4

By and large this session was the most insightful session for most of EC. The facilitator drew on his own experience in student leadership and the process for building a campaign while simple enough could be applied in multiple contexts relating to student government. EC members enjoyed that most of the session was spent working in groups with other student leaders as members were able to provide their own perspectives and show how various actions are effective to supporting campaigns. The only downside was that all groups had the same scenario so when we had to present to the big group and all the presentations were on the same topic with very similar answers.

Advocacy, Government Relations & how to get shit done

of EC Attended: 1

EC Rating: 5

This session was a really practical and thorough presentation which laid out how to leverage and when to leverage.

Cultural Violence & Resistance

of EC Attended: 2

EC Rating: 2

In this session, EC believes that the facilitators did not address concerns from the audience in an effective way and came across as rude or dismissive, they handled instances of harm poorly and well simultaneously. EC believes that there needed to be more small group discussions as the content matter was sensitive and individuals are

less likely to engage in a big group on this topic. The material of this topic was again introductory and surface level and EC did not gain much value from this session.

EDI

of EC Attended: 2

EC Rating: 4

Ec believes that this session was engaging as it provided new terminology and a new lens to look at EDI and allyship. The workshop was a series of mini-workshops where the activities were reflective and led to discussion with other student leaders whose perspectives were great to hear.

Networking Session 1

of EC Attended: 5

EC Rating: 3.8

The networking session was a mixed bag, some Executives felt the session was awkward, but a good place to meet other student leaders, some felt that the kahoot game wasn't the best way to engage with the student leaders at the table though it was fun, informal and lighthearted. It was a little bit hectic but overall was a good way to bond with the student leaders from other institutions. Some members of EC wished that the organizers had communicated what the structure for the session was ahead of time, and wished that there was a little more time to get to know what other student leaders were doing in their roles instead of just playing games. It was hectic but overall a good opportunity.

Networking Session 2

of EC Attended: 3

EC Rating: 4.34

This networking session was much more organized and structured in comparison to the first in terms of professional development, being paired with our portfolios was great but the tables were too long and conversations were fractured due to it. Once again the executive committee wishes they were informed of the structure of the session ahead of time so that they could've planned accordingly.

Closing Keynote

of EC Attended: 3

EC Rating: 2.67

EC felt that this was not a way to end the conference. This presentation should have come with plenty of content warnings, as it was a heavy, dark and morose topic to spend a lot of time on. There was value in the demonstration of dedication to civil service, and the speaker had great knowledge on problems with police ineffectiveness, violence against women and interacting with the government but there was no correlation to the SA/SU world and EC overall believes that it shouldn't have been the closing keynote.

Total Cost of Conference

The total cost of the conference is still to be determined as we are waiting on credit card receipts but this portion will be updated at such time all visa packages are submitted.

Would SAMU Benefit from Attendance Again?:

EC's overall opinion on whether SAMU should attend SUDS again is a mixed bag. Included below is each member of EC's feedback verbatim:

"Possibly, the networking events and drinking after were prime times to build relations with counterparts from across Canada. However, the fratboy party vibe was abrasive and didn't leave much space to discuss policy in depth. Not enough downtime to meet with other leaders to discuss policy."

"It depends... I mean I believe that SAMU's reputation in the SA world definitely increased as we were great stewards of the SA, and networking and meeting other people in roles similar to mine (which I normally don't get to do) was really cool but there needs to be more time to facilitate and allow those relationships to grow and learn from them, instead of just oomph oomph party city vibes at night."

"I believe it would be beneficial to have some members of EC attend. There's a definite benefit in engaging with other student leaders and we're passively building the SAMU reputation nationally, but some of the programming was less than great. If SUDS incorporates feedback, would recommend that whole EC attend even depending on cost."

"Ultimately yes, I do. Given the relatively low cost, and given the fact that this can be a great bonding experience for EC, I think there is value. While I have many gripes about this conference, it is very important for Samu to attend to ensure we are elevating the profile of SAMU to our peers. Yes, it may sound silly, but SAMU attended with great delegates this year, and I believe we made a great

impression on many of them. It is a small cost to pay for the ability to put us in the same boat as 20 and 30 million dollar SA's across Canada. I think this conference should have a budget line, and I think we should go again next year. I do also think we could consider making a retreat out of it. The value of the sessions was questionable at times, and the speakers were very hit or miss, but I don't see this conference as one that SAMU should miss if we are wanting to continue our rapid growth in the eyes of our peers"

"In all honesty, I do not believe that SAMU would benefit from attending SUDS again. Based on my previous feedback, there were many issues with the logistics and planning of the conference, the lack of applicable and engaging sessions, and lack of opportunities for varied activities in the evening. Though I appreciated the opportunity to connect with others, I was frustrated that many of the delegates did not seem ready or willing to connect, which was a barrier at times. The connections that I did make were great, but I cannot confidently say that any future member of EC would enjoy the conference as much as I did, nor derive benefit or positive outcomes from it. I do not recommend that any member of EC attend in the future."

Final Thoughts on SUDS 2022

SUDS 2022 was a mixed bag. It was chaotic, not really organized, the lack of downtime was not great, the culture of drinking is fostered and while you can definitely step away from it but your engagement with other student leaders suffers, EC would love more group activities where options are available. Setting a solid team goal for networking and team building would be central to maximizing value. Having support staff and a point person be constantly communicating with the conference coordinator ensured that SAMU's EC got the sessions we requested, the accommodations that would make the team comfortable and securing an early bag drop off was useful and made other executives' lives easier.



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
August 8, 2022**

Voting Members:

Myles Dykes, President
Stephan Vasquez, VP Academic
Matt Yanish, VP External
Larissa Williams, VP Operations & Finance
Elaine Tran, VP Student Life

Resource Officials:

Darryl Kostash, Acting General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Alan Honey, Governance Advisor

| TOPIC | | DISCUSSION | ACTION/MOTION |
|-------|-----------------|------------|---|
| | | | MOTION |
| | | | TO APPOINT THOMAS CLINE TO THE GENERAL FACULTIES COUNCIL FOR A TERM ENDING JUNE 30, 2023 |
| 1. | SAL Appointment | | VPSL/VPO CARRIED |



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
August 9, 2022**

Voting Members:

Myles Dykes, President
Stephan Vasquez, VP Academic
Matt Yanish, VP External
Larissa Williams, VP Operations & Finance
Elaine Tran, VP Student Life

Resource Officials:

Darryl Kostash, Acting General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Alan Honey, Governance Advisor

| TOPIC | | DISCUSSION | ACTION/MOTION |
|-------|-----------------|------------|--|
| | | | MOTION |
| | | | TO APPROVE A SAMU STUDENT ADVOCACY CENTRE PRESENTATION AT THE AUGUST 17, 2022 STUDENTS' COUNCIL MEETING |
| 1. | SC Presentation | | VPO/VPSL CARRIED |



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
August 17, 2022 @ 2:00pm**

Voting Members:

Myles Dykes, President
Stephan Vasquez, VP Academic
Matt Yanish, VP External
Larissa Williams, VP Operations & Finance
Elaine Tran, VP Student Life

Resource Officials:

Darryl Kostash, Acting General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Alan Honey, Governance Advisor

1. Call to Order: 2:05pm

2. Approval of Agenda:

VPSL/VPO

CARRIED

3. Approval of Minutes for: July 27, August 8, and August 9, 2022

VPA/VPE

CARRIED

| TOPIC | | DISCUSSION | ACTION/MOTION |
|-------|--|---|---|
| 1. | PVP Agenda Topics | Pres – quarterly meeting with MacEwan admin – what do we want to bring up? This meeting will continue some of the items we discussed at the last meeting. Discuss tactics for discussion at next EC meeting. - Tuition & fees consultation | Action: EC to think about how we'll present on our items and discuss at next EC meeting. |
| 2. | Sunscreen Samples for Students/External University Study | Vpsl – forwarded email to EC – researcher from McGill wanting to collect data here. What do we do? Could set precedent for how we deal with these requests in future. Pres – need to have GM here for better discussion. Newsletter item? Vpe – comfortable with it. Pres – what would it mean if we allowed this without supporting internal research? | Action: Vpsl to follow up with GM. |
| 3. | SAMU x Gallivan/Rexall | Vpo – Sean Gallivan has opportunity for Rexall to come on campus to promote the savings network with respect to the H&D plan. Personally, don't think we need it right now. Don't believe we'd have space for them in early September. Vpsl – not now, with a caveat to not promote one business? Pres – will the same info not be provided by our H&D rep? Vpsl – see value in providing info to students about the savings network overall. Pres – we should discuss how to get more info to students about our plan, but not this route. | |
| 4. | Student Support Room | Vpo – GM has looked into the pricing for this and costs are provided. | MOTION |

| | | | |
|-----|------------------------------------|--|---|
| | | | TO APPROVE UP TO \$28000.00 FROM THE MAINTENANCE FUND FOR THE STUDENT SUPPORT ROOM VPO/VPE CARRIED |
| 5. | VP Student Life's Report | Healthy Campus Alberta opportunity. Student for Consent Culture Canada opportunity. GovWeek update. United Way update. SVAW update. | |
| 6. | President's Report | MP meetings with Vpe. Exec coordinator hiring update. ESA meeting update. SUDS attendance. CASA attendance. | |
| 7. | VP Academic's Report | Academic Integrity meeting next week. GFC – student training. Textbook Cost Indicator Program update. Indigenous Learning Circle update. | |
| 8. | VP External's report | CASA update. SUDS attendance. | |
| 9. | VP Operations and Finance's Report | SC handbook update. Elections procedure update. Code of Conduct work. Senior Finance interviews. Councillor position description work. SUDS attendance. | |
| 10. | General Manager's Report | tabled | |
| 11. | Recognition | | |

4. Adjournment

Time: 3:12pm



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
August 24, 2022 @ 2:00pm**

Voting Members:

Myles Dykes, President
Stephan Vasquez, VP Academic
Matt Yanish, VP External (absent)
Larissa Williams, VP Operations & Finance
Elaine Tran, VP Student Life (absent)

Resource Officials:

Darryl Kostash, Acting General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Alan Honey, Governance Advisor

1. Call to Order: 2:03pm

2. Approval of Agenda:

**VPA/VPO
CARRIED**

3. Approval of Minutes for: August 17, 2022

**VPA/VPO
CARRIED**

| TOPIC | | DISCUSSION | ACTION/MOTION |
|-------|-------------------------|--|--|
| 1. | Elections Procedure | Vpo – looking for feedback on one section specifically, but there a number of potential changes submitted. | MOTION TO APPROVE THE ELECTIONS PROCEDURE VPO/VPA CARRIED |
| 2. | Budget Over Expenditure | Vpo – would like to go over budget for the Exec Travel budget line to account for the cost of SUDS attendance. | MOTION: TO APPROVE AN OVER EXPENDITURE OF UP TO \$750 FOR G/L LINE 525400 TO COVER MISC COSTS FROM SUDS VPO/VPA CARRIED |
| 3. | PVP Prep | Pres – preparation discussion for upcoming PVP meeting. | Action: EC members to review the SAMU Tuition & Fees Response documents by the next EC meeting |

| | | | |
|-----|------------------------------------|---|---|
| | | | MOTION TO APPROVE A RATE OF 180 FOR FAMILY HEALTH ADD-ON FEE, 180 FOR COUPLE DENTAL ADD-ON FEE, AND 360 FOR FAMILY DENTAL ADD-ON FEE FOR THE 2022/23 ACADEMIC YEAR VPO/VPA CARRIED Action: Vpo to gather further info about H&D add-ons and take to H&DSC. |
| 4. | H&D Family Rate | Vpo – received info from Sean about add on rates. We need to decide the rates each year – do we want to increase/decrease/stay the same? Pres – keep them fixed. Would like H&DSC to review it this coming year and provide recommendation. Vpa – also believe we should keep it the same. Vpo – I feel comfortable leaving it as is. | |
| 5. | Media Inquiry | Pres – the griff is asking us to do a media piece. How do we want to handle this? As a group? Segmented team? Vpo – should find out what she wants specifically, whether it's individual or someone on behalf of EC as a whole. Vpa – decide beforehand what messages we want to communicate. Pres – will discuss with Parvin when we meet on Friday. Will respond to Mya that we're interested. | |
| 6. | Tim Tang Meeting | Pres – currently don't have a process about populating an agenda. I have a few ideas I'd like to discuss. Vpo – typically there's an agenda that we can add items to. | |
| 7. | Project Planning Updates | Pres – ensure you upload your project plans & add to next EC agenda. | |
| 8. | President's Report | SC training meeting. SUDS debrief. Roundhouse brainstorming. Mentor training presentation. Met with International Office. | |
| 9. | VP Academic's Report | Committees starting up again – update provided. Met with provost today. Gave tour to UoASU Vpa. Indigenous Learning Circle update. Online Peer Support training. GFC training update. | |
| 10. | VP External's report | tabled | |
| 11. | VP Operations and Finance's Report | SC training. Meetings with Alan & Myles. SC handbook update. GRI update. Budget discussion with GM. GovWeek copy approved. Notified SC re. September Town Hall. Met with Linda to touch base about Gallivan. | |
| 12. | VP Student Life's Report | tabled | |
| 13. | General Manager's Report | HR updates. Business updates. | |

| | | | |
|-----|-------------|--|--|
| | | Staff meeting & picnic yesterday. Fall Fest update. ConEd/U-Pass update. | |
| 14. | Recognition | | |

4. Adjournment

Time: 4:29pm



Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
August 31, 2022 @ 2:00pm

Voting Members:

Myles Dykes, President
Stephan Vasquez, VP Academic
Matt Yanish, VP External
Larissa Williams, VP Operations & Finance
Elaine Tran, VP Student Life

Resource Officials:

Darryl Kostash, Acting General Manager
Alan Honey, Governance Advisor

Recording Secretary:
Alan Honey, Governance Advisor

1. Call to Order: 2:03pm
2. Approval of Agenda:
VPA/VPE
CARRIED
3. Approval of Minutes for: August 24, 2022
VPA/VPE
CARRIED

| TOPIC | | DISCUSSION | ACTION/MOTION |
|-------|------------|--|--|
| 1. | Procedures | <p><i>Student Groups</i> Vpo – draft edits provided for your review. Looking for comments or questions prior to asking to approve.</p> <p><i>Leaves</i> Vpo – draft edits provided for review. Recommendations provided by GM.</p> | <p>MOTION</p> <p>TO APPROVE THE STUDENT GROUPS PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE</p> <p>VPO/VPSL CARRIED</p> <p>MOTION</p> <p>TO APPROVE THE LEAVES PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE</p> <p>VPO/VPA CARRIED</p> |
| 2. | Play On | <p>Vpsl – forwarded email to everyone. This event is happening next weekend & want to engage the downtown community & students.</p> <p>Vpo – concern about our capacity with it beginning on September 9.</p> | |

| | | | |
|----|---|---|---|
| | | <p>Gm – event is September 10-11. Our vendors will be open throughout the event – normally they won't be open on weekends.</p> <p>Vpsl – agree we don't have capacity but wanted to check with EC before declining.</p> <p>Vpa – don't see a lot of benefit to our organization from this.</p> <p>Gm – there is some political capital to be gained by supporting this to some degree. We signed off on the MacEwan letter.</p> | |
| 3. | SAMU Cares Update | <p>Vpo – TOR for SAMU Cares bursary has been signed. We met with Alumni Development – proposal for naming of the 109 pedway "SAMU Way". Looking for feedback.</p> <p>Vpe – love the premise of it, and the name is ok.</p> <p>Vpa – agree. Need to ensure it's recognizable though.</p> <p>Gm – also in favour, not sure if BOG will approve.</p> <p>Vpsl – also agree it's a good idea.</p> | |
| 4. | SC Training | <p>Vpo – want to hear from EC about what things we should cover in SC orientation. Please share them with us asap.</p> <p>Vpa – think it would be good to have small group training.</p> <p>Vpe – like that idea – use to reinforce what is being taught.</p> <p>*active breakout sessions</p> <p>Vpsl – prefer idea of breakout sessions – lack of engagement is more about lack of knowledge.</p> | *Doodle poll LRC for second week of September. |
| 5. | Back to School Reminders | <p>Vpo – make sure your calendars are updated, be aware of office hours, we as team should discuss expectations about being in office.</p> <p>Vpa – under impression we'd be here 5 days a week.</p> <p>Vpsl/Vpe – agreed.</p> | <p>Action: EC to add school schedules in calendars.</p> |
| 6. | Fall Fest | <p>Vpo – as mentioned last week there will be an overage for the Fall Fest budget line – Events & Operations asking for approval to go over budget.</p> <p>Gm – bigger lot being used this year requires more set up and crowd control fence – safety is a concern. We are saving money in other budget areas.</p> | <p>MOTION</p> <p>TO APPROVE AN UNBUDGETED EXPENDITURE OF UP TO \$7500 FROM G/L LINE 531100</p> <p>VPO/VPE CARRIED</p> |
| 7. | FFE Expenditure | <p>Vpo – looking to buy more tables (same as is what's in the student lounge).</p> | <p>MOTION</p> <p>TO APPROVE AN EXPENSE OF UP TO \$5000 FROM THE MAINTENANCE FUND FOR MORE TABLES</p> <p>VPA/VPSL CARRIED</p> |
| 8. | NSO, Meet SAMU Week & Residence Tabling | <p>Vpo – we have a lot of tabling coming up that I'll schedule us for. Generally one hour timeslots. Residence will mainly be Vpa & Vpe.</p> | |

| | | | |
|-----|------------------------------------|--|--|
| | | *General info shared on what's happening/expectations for EC at each event. | |
| 9. | Engagement with Student Affairs | <p>Vpsl – forwarded email to everyone. We can discuss more next week. Also, Irfan reached out about Islamic Heritage Month – wondering if there's a collaboration opportunity or if they can use the building.</p> <p>Vpa – if we allow it we should provide opportunity for other religious group.</p> <p>Gm – we've had similar conversations/request before – we are a non-denominational building.</p> <p>Vpsl – don't think it's a good idea – sets a precedent in the future.</p> <p>Vpa – agree with remaining non-denominational. Is this something we should have written down?</p> <p>Gm – don't want to discourage student initiatives, but not for external/MacEwan.</p> | |
| 10. | Outstanding Action Items | | |
| 11. | VP Academic's Report | tabled | MOTION TO TABLE REPORTS UNTIL NEXT WEEK VPE/VPA CARRIED |
| 12. | VP External's report | tabled | |
| 13. | VP Operations and Finance's Report | tabled | |
| 14. | VP Student Life's Report | tabled | |
| 15. | President's Report | tabled | |
| 16. | General Manager's Report | HR update. | |
| 17. | Recognition | | |

4. Adjournment

Time: 3:55pm



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
September 7, 2022 @ 2:00pm**

Voting Members:

Myles Dykes, President
Stephan Vasquez, VP Academic
Matt Yanish, VP External
Larissa Williams, VP Operations & Finance
Elaine Tran, VP Student Life

Resource Officials:

Darryl Kostash, Acting General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Alan Honey, Governance Advisor

1. Call to Order: 2:33pm
2. Approval of Agenda:
**VPA/VPE
CARRIED**
3. Approval of Minutes for: August 31, 2022
**VPO/VPSL
CARRIED**

| TOPIC | DISCUSSION | ACTION/MOTION |
|----------------------------|---|---|
| 1. Student Groups | Black Students' Alliance Vpo – wondering how the group will do advocacy and how it could affect us. | MOTION TO APPROVE THE BLACK STUDENTS' ALLIANCE OF MACEWAN UNIVERSITY STUDENT GROUP VPSL/VPO CARRIED |
| 2. SUDS Conference Debrief | Vpo - For information. *Vpe provides feedback. | |
| 3. Tuition & Fees | Pres – discussing how we approach tuition and fees consultation with MacEwan. Proposed consultation model provided. * General discussion about process, terms, decision making, and framework. Who will be SAMU reps? - Core team: Pres, Vpo, GM, AC, Senior Manager of Finance. - will consult all of EC as needed, and bring in those members to process as required. How will we consult with student? - surveys? - focus groups? - students' council? - student group leaders? | Action: Pres/Vpo to book meeting. Pres/Vpsl to work on social media campaign Pres/GA to create one pager on student consultation discussion. |

| | | | |
|-----|--|---|--|
| | | <ul style="list-style-type: none"> - BFC? - gather narratives from students. - determine metrics we want to collect from students. | |
| 4. | Social Media | | tabled |
| 5. | Committees - Student-at-Large appointments | | MOTION TO APPOINT ALYCIA STEWART TO FASC & AREB AND LARISSA WILLIAMS TO SOB COUNCIL VPA/VPE CARRIED |
| 6. | Student Affairs | | tabled |
| 7. | Outstanding Action Items | | |
| 8. | VP Academic's Report | Indigenous learner circle. NIAC meeting coming. Academic integrity update. Student refugee update. Moodle update. NSO going well. GFC update. QA protocol working group. KW update. | |
| 9. | VP External's report | CAUS update. Email catch up. SC BBQ update. | |
| 10. | VP Operations and Finance's Report | Policy work update. PSC met. CAUS counterparts. Met with counterpart from Ontario Tech re. policy. First week of school planning. BPC met. SC training meeting. GPIT meeting update. | |
| 11. | VP Student Life's Report | GovWeek update. HCA design team update. SMH working group update. NCCWB panelist. | |
| 12. | President's Report | Exec coord. update. GM hiring update. SAMU Cares update. PVP. PSC meeting. Parent orientation. Yukon student meeting re SAs. BOG dinner & retreat. | |
| 13. | General Manager's Report | Fall Fest update. Food vendor update. Offices update. | |

| | | | |
|-----|-------------|-------------|--|
| | | HR updates. | |
| 14. | Recognition | | |

4. Adjournment

Time: 4:48pm



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

| Meeting Date | Submitted By |
|--------------------|---|
| September 21, 2022 | Larissa Williams, VP Operations and Finance |

Agenda Item Title 2021-2022 Audited Financial Statements

**Action
Requested**

☒ Motion

☐ Consultation Item

AGENDA ITEM DETAILS

Motion Title

Motion to accept the 2021-2022 Audited Financial Statements from MNP

**Background
Information**

Each fiscal year SAMU ensures an audit is completed and a presentation on the results of the audit is provided to Students' Council. Per the Official Reporting Mechanisms to SAMU Membership policy a motion to accept the audited financial statements will be put on the table at the same meeting that the audit results are presented to council to formally acknowledge that the audit has been completed. This submission fulfills that requirement.

**Alternative
Considerations**

**Risk
Management
Considerations**

n/a

**Strategic
Alignment**

☒ Attached Strategic Alignment Checklist is complete

Implications

**Related
Documents**

Official Reporting Mechanisms to SAMU Membership policy.

Follow Up Action

n/a

Review History

n/a

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 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 checked="" 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 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 type="checkbox"/> | <input type="checkbox"/> |
| 3.2 Evaluate and assess student supports to remain relevant and accountable to students | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 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 checked="" 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 checked="" 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"/> |



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

| Meeting Date | Submitted By | |
|--------------------|--|--|
| September 21, 2022 | Stephan Vasquez, VP Academic | |
| Agenda Item Title | 2021-2022 Councillor of the Year | |
| Action Requested | <input checked="" type="checkbox"/> Motion | <input type="checkbox"/> Consultation Item |

AGENDA ITEM DETAILS

| Motion Title | |
|------------------------|---|
| Background Information | <p>Nominations for the 2021-2022 Councillor of the Year Award opened on September 1, 2022 and closed on September 14, 2022. This year we received 4 nominations for three councillors. At the September Students' Council meeting each member of Council will have an opportunity to vote for the award recipient. The award will be presented at the October Students' Council meeting.</p> <p>The nominations are listed below.</p> <p>Nomination #1:</p> <p>Alem Tesfay - Alem is a phenomenal advocate for students, in addition to taking seriously the important work of encouraging people to join council. He is engaged and on multiple committees, and is instrumental to the work they do. He is deserving of this award, for his hard work this year and in previous years.</p> <p>Nomination #2:</p> <p>Alem Tesfay - Alem has served on Students' Council for several years, and has been an excellent example of an active, consistent, and engaged Students' Councillor. Over the past year, he has encouraged students to join Students' Council and has been a mentor to new Students' Councillors, supporting and welcoming them. From engaging in meetings to reminding everyone about the pizza order deadline, Alem's actions and efforts have contributed to making Students' Council better, and should not go uncelebrated or unnoticed.</p> <p>Nomination #3:</p> <p>Abby Beka - Councilwoman was completely dedicated to her duties, spoke with clear veracity. informed and interested in samu's impact in Macewan.</p> |

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| | <p>Nomination #4:</p> <p>Nhi Phan - Over the past year, Nhi has demonstrated engagement and growth as a Students' Councillor. In meetings, she consistently asks questions that are insightful and meaningful and within the responsibilities and scope of her role as a Students' Councillor. Throughout her experience on Students' Council, Nhi has approached subjects with open-mindedness in addition to an energetic and infectious smile.</p> |
| Alternative Considerations | |
| Risk Management Considerations | n/a |
| Strategic Alignment | <input type="checkbox"/> <i>Attached Strategic Alignment Checklist is complete</i> |
| Implications | |
| Related Documents | Councillor of the Year Award Terms of Reference |
| Follow Up Action | n/a |
| Review History | n/a |

Strategic Alignment Checklist

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