



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Agenda for the Students' Council Meeting of the Students' Association of MacEwan University December 21, 2022 at 6:00pm via Zoom

Voting Members:

Gabriel Ambutong, Councillor
Abby Beka, Councillor
Jakob Cardinal, Councillor
Freja Cartujano, Councillor
Myles Dykes, President
Jayden Depeel, Councillor
Cierra Jacobs, Councillor
Joseph A. La Torre, Councillor
Mary-Excel Okey-Nwaka, Councillor
Nhi Phan, Councillor
Rayyah Sempala, Councillor
Justine Tan, 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
Sonia Yusuf, Councillor
Layal Zidan, Councillor

SAMU Officials and Council Support:

Timothy Jobs, Chair
Alan Honey, Governance Advisor
Grace Tsang, Admin Support

Absent:

Meeting called to order at pm.

<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 DECEMBER 21, 2022

2.2 MOTION

TO APPROVE THE MINUTES OF NOVEMBER 16, 2022

3. Presentations

3.1. Canadian Alliance of Student Associations (CASA)

Vpe -

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. Appointment Advisory Committee Workplan

4.1.7. Audit Committee Workplan

4.1.8. Leadership and Review Committee Workplan

4.1.9. Governance Remuneration Advisory Committee Workplan

4.1.10. Budget and Finance Committee Workplan

4.1.11. Bylaws and Policy Committee Workplan

4.1.12. Executive Committee Workplan

4.1.13. Councillor La Torre

4.1.14.

4.2. Executive Committee Minutes

Minutes of November 2, 8, 9, 17, 21, 30, and December 6, 2022 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

Topics include:

6. In Camera Period

6.1

7. Motions & Business Orders of the Day

7.1. Role & Responsibilities of the Chair of Students' Council policy

MOTION TO APPROVE THE ROLES & RESPONSIBILITIES OF THE CHAIR OF STUDENTS' COUNCIL POLICY ON THE RECOMMENDATION OF THE BYLAWS & POLICY COMMITTEE

VPO/

Favour:

Oppose:

7.2.

8. Consultation

8.1 Membership Status of Secondary Students

Vpo –

9. Evaluation

9.1.

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: January 18, 2023

Meeting adjourned at



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

**Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
November 16, 2022 at 6:00pm in Council Chamber**

Voting Members:

Gabriel Ambutong, Councillor
Abby Beka, Councillor
Jayden Depeel, Councillor
Freja Cartujano, Councillor
Myles Dykes, President
Cierra Jacobs, Councillor
Joseph A. La Torre, Councillor
Mary-Excel Okey-Nwaka, Councillor
Nhi Phan, Councillor
Rayyah Sempala, Councillor
Justine Tan, 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
Sonia Yusuf, Councillor
Layal Zidan, Councillor
vacant, Councillor

SAMU Officials and Council Support:

Timothy Jobs, Chair
Alan Honey, Governance Advisor
Grace Tsang, Admin Support

Meeting called to order at 6:00pm.

<Intros>

1. Treaty 6 Land Recognition

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2. Approvals

2.1 MOTION

TO APPROVE THE AGENDA FOR NOVEMBER 16, 2022

BEKA/AMBUTONG

MOTION

**TO AMEND THE AGENDA TO STRIKE 3.1 AND ADD A 5 MINUTE RECESS
AFTER 7.1**

PRES/VPO

CARRIED

CARRIED

2.2 MOTION

TO APPROVE THE MINUTES OF OCTOBER 19, 2022

TESFAY/AMBUTONG

CARRIED

3. Presentations

4. For Information

4.1. Reports

4.1.1. President

National Philanthropy Day update.

4.1.2. Vice President Academic

As presented.

4.1.3. Vice President External

As presented.

4.1.4. Vice President Operations & Finance

As presented.

4.1.5. Vice President Student Life

Addictions Awareness Week; Mental Health Week; Anti Racism Week

4.1.6. Appointment Advisory Committee (in camera)

4.1.7. Chief Returning Officer

Importance of data collection before making decisions on supplied recommendations.

4.2. Executive Committee Minutes

Minutes of October 5, 7, 12, 13, 19, & 26, 2022 provided.

5. Question Period

5.1. Written Questions

Zidan - To all student councillors: how were you engaged with students during campaigning period? What campaigning methods have you used?

Cartujano - This year, I had a more passive campaigning strategy due to many constraints like time. I also had an Instagram campaign, although the consensus I reached was mainly friends and friends of friends. Either way, it worked for me! I could have put in much more effort, but I am only human.

Yusuf - My campaigning method involved a old, small incentive of stickers by lisa frank, but while luring students in I explained my goals in a brief, light hearted conversation, to show a sense of calm, that my eco related goals were very attainable and that when dealing with a councillor to remember we are also still students and are not trying to change the world just building a better environment for the next generation of students.

La Torre - I was engaged with students mostly through discord and my personal and school networks on campus-- such as the MacEwan Ambassadors, First-Year Mentorship, Students Groups and friends. Regarding campaigning, I sent out emails and messages to all of the above groups, had posters and distributed business cards.

Phan - I find that engaging directly with my classmates either before classes or after classes can bring meaningful conversations. However, it's easy for them to mislead the discussion via operational matter, thus, it becomes important to distinguish what SAMU offered versus matters that is out of scope. I talked to about 20 individuals for approximately 15 minute each. The initialization of conversation also happened during student group meet ups and International Students Thanksgiving Event.

Tan - During my campaigning period, I posted my campaign posters around campus .I also engaged with the students by personally reaching out to them in the hallways and classrooms. Letting them know about the student council election and the importance of their voice in SAMU as well as a brief information on how SAMU works.

Tesfay - This year I commissioned a student to create me a website where people can find my platform, my social medias, and overall learn about me on a more personal level as well. In conjunction with postcards I gave out, I also had a word puzzle that is based on the services SAMU offers. https://afroalem.github.io/?fbclid=PAAbM_pRyNkZORG90iFOudl_C1ubyzlELPhBip1SHLXTT4w_n58wudEo-Hgo

Jacobs - I engaged with students personally by approaching friends and classmates and asking them if they were aware of the election and if they had time, explained it and answered further questions. I followed up with everyone I talked to either via text or in person on the voting days. My campaigning methodology included poster and word of mouth.

Okey-Nwaka - During the campaigning period, I used the hustling methods, campaign communication, and campaign advertising. Hustling method: I walked up to people smiling and told them to please vote for me and the other councillors. I basically told them what the student council's role is and advised them to tell friends to vote. Another method was the campaign advertisement. For campaign advertisements, I used posters, flyers and friends.

Depeel - I engaged with students and told them about the student governance structure and why it is important to the student experience. I also encouraged a few to apply for appointments or run next year.

Sempala - Thank you for your question Zidan, I think it is the first question that has been addressed to us in this way. For my campaign I decided to focus more on the interpersonal since I had a lot of work. This included talking to my classmates, club members and also friends.

Phan – to Vpa: Student Research Engagement (SRE): As I was awared from talking to some students, research projects seems limited in MacEwan. There are many interested in participating, yet not enough projects for them to take on. How do you ensure that the SRE will fullfil students' need?

Vpa – Great question. SREs are an important factor to the health of academic research on campus because they allow students to demonstrate and improve their skills. Unfortunately, there appears to be a disconnect with SREs not in lack of projects but a lack of students putting forward projects to work on. Furthermore, there is lopsided interest in research projects across faculties. For example, there may be many more research project proposals from students in the Faculty of Arts & Sciences compared to the School of Business. Our partners at MacEwan and I have put forward this research fair project to address this issue by demonstrating that student lead research is tenable and networking with mentors is do-able. I've already received several applications from students to participate so I'm looking forward to seeing it progress.

Phan – to Vpa: UDL Symposium: Can you provide a source for the UDL meeting that include the advantages to faculty, instructors and students as well?

Vpa – UDL is a great methodology to make students expert learners. In broad strokes, UDL allows students to participate with class material in a variety of ways, each of which is more applicable to different learners. Furthermore, by testing methods that work across different subjects instructors can determine stronger strategies for their department. While there is interest across departments, we've only begun to work towards a network for instructors to share information. I'll link you to a source on UDL and if you'd like to learn more, I'd be happy to discuss it with you.
(UDL Guide: <https://taylorinstitute.ucalgary.ca/resources/universal-design-learning-higher-education>)

Phan – to Vpa: Textbook Cost Indicator: Through your conversations with Shelagh Holm, whom had experience impleting the TCI at UofA, has any new concerns or insights come up?

Vpa – While Shelagh Holm and I haven't had our official meeting yet, several possible road bumps have been highlighted by the Committee on Teaching and Learning members: how to get sessional faculty to utilize the program, how to get books/OERs from publishers if they are unwilling to sell certain textbooks to the Library, how to increase the use of the course outline service (used to

distribute material to instructors), who will update the list, ect. While these questions may have varying degrees of difficulty, I've received broad support from the faculty, strong operational support from the library, and direct supports with the individual that worked on implementing the same project at the U of A. I'm looking forward to pushing forward with rolling out this project next year.

Phan – to Vpsl: Do students that goes to Ponoka Campus pay the same SAMU fees as students here in Downtown Campus, consider there are many programs occurred in person here?

Vpo – Hi Councillor Phan, I will take this question instead of the VPSL. In regards to Ponoka campus SAMU fees they pay for the SAMU Membership fee, the Health and Dental Fee, the mylegalplan fee and the global education fee which funds our Student Refugee. The Health and Dental and mylegalplan fees have an opt out option the exact same as those individuals on campus. The global education fee is applied to the account if the students take 9+ credits. These students do not pay the building levy or the u-pass as they are not on campus. They pay full membership fees as they have access to many of our services online, the advocacy work that we do on behalf of all students, and we are looking into ways to promote our services down there. At the start of my first term BFC had reviewed Ponoka campus fees to review what they were being charged and the recommendation from that committee was determined to be instead of reducing fees we should look at our programs and services and see how they can be integrated at the campus down there. Due to Covid-19 we were told that we were unable to come down to that campus because it is in a hospital, so our trip down to Ponoka was used to start building the relationship down there and really get a sense of what their campus looks like and what their needs are.

Phan – to Vpsl: Student Mental Health Working Group SMHWG meeting: Would it possible for SC to access the data and results? Do you have any follow up regarding the new hired psychologist for MacEwan Wellness Centre?

Vpsl – I will connect with Wellness and Psychological Services (WPS) about sharing the data and results of the survey and be in touch. At the moment, I do not have any follow-up regarding the newly hired psychologist at Wellness and Psychological Services; however, I will connect with WPS if there are any additional questions about the position or role specifically. Please let me know!

Phan – to Vpsl: HCA National Standard Discussion group: Since you mentioned MacEwan is in the infancy stages of implementing the NS, What are some initial steps that we should take and does this require collab between SAMU and MacEwan?

Vpsl – There are a number of initial steps that can be taken in order to begin engaging with and implementing the National Standard with MacEwan, and many of these recommendations and resources are from the Mental Health Commission of Canada mentioned in my report (e.g., CORE, Starter Kit: For the National Standard of Canada for Mental Health and Well-Being for Post-Secondary Students, etc.). Throughout the process, I believe that it is important and paramount for MacEwan to collaborate and consult with SAMU, so there will be an ongoing relationship as MacEwan begins to change the current state of mental health on campus.

Phan - I notices in the link you shares mentions CORE community (The Centre for Outreach, Resources, and Engagement), would that be something we are looking into?

Vpsl - Yes, I recently learned about the CORE community from the Mental Health Commission of Canada, and I am excited to engage for better campus mental health outcomes for all.

Phan – to Pres: Love to see more photos in reports! About the ESA meeting with Councillors Paquette, Cartmell, you mentions the city's priorities this year will focus on affordability and safe transit. Is that housing affordability or something else? Would the budget goes into developing the West Line LRT/fixing Valey Line LRT? If not, where does those priorities fit in students' need?

Pres – Thank you, I'm glad Council is enjoying the photos! We'll try and continue including them. Regarding the meetings with City Councillors Paquette and Cartmell, affordability and safe transit are mutual priorities for both students and Council. Housing affordability is part of the conversation, and the way it will be manifesting in the upcoming year is through the discussion and review of zoning bylaws. Zoning bylaws are regulations for the use of land, and have historically favoured single-dwelling family homes that have created more expensive housing. From the student perspective, we have supported mixed-used residential (such as apartments over commercial business) as it helps prevent urban sprawl (which effects city infrastructure) and aids creating more affordable housing.

The funding for the LRT projects has already been allocated through the city's capital budget as well as federal and provincial funds. As the LRT is an infrastructure investment, the funds would originate from the city's capital budget. For the Valley Line LRT, the costs that are being incurred due to the fractures in structure supports are the responsibility of the contractor rather than the city.

Phan – to Vpe: CASA Advocacy Videos: I am excited to view these videos. When do we expect NAC(National Advocacy Committee) to release those?

Vpe – Unfortunately, these videos are not going to be released publicly. However, as they are related to the very important work of my portfolio, I am happy to send them to you afterwards, or you can come by my office in early December and I can show them to you or anyone else who is interested! But technically, these are only made for the people who are going to Advocacy week this year.

Vpo - Campaigning is not used in the procedure but is defined in policy, Can you expand on what you mean regarding clearly defining what campaigning means as described in suggestion #3?

CRO - Thank you for the question. Yes, you are correct - this is provided in the *Elections and Referenda* policy. You can disregard Suggestion #3

5.2. Oral Questions

Topics include: Public Interest Alberta meeting; Textbook Cost Indicator Program; Students for Consent Culture organization.

6. In Camera Period

MOTION TO GO IN CAMERA

PHAN/TAN

CARRIED

6.1 Councillor Vacancy Appointment

MOTION TO GO OUT OF CAMERA

BEKA/JACOBS

CARRIED

7. Motions & Business Orders of the Day

7.1. Councillor Vacancy Appointment

MOTION TO APPOINT JAKOB CARDINAL AS A COUNCILLOR FOR A TERM ENDING OCTOBER 31, 2023

VPE/VPO

Favour: Ambutong, Beka, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

Carried

7.2. Appointment Advisory Committee

Candidates: Cardinal, Beka.

***MOTION TO APPOINT COUNCILLOR BEKA TO THE APPOINTMENT ADVISORY COMMITTEE
VPO/LA TORRE***

Favour: Ambutong, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

7.3. Audit Committee

Candidates: Cartujano, Jacobs, Depeel.

***MOTION TO APPOINT COUNCILLORS CARTUJANO, JACOBS, AND ZIDAN TO THE AUDIT
COMMITTEE
VPO/***

Favour: Ambutong, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

7.4. Bylaws and Policy Committee

Candidates: La Torre, Sempala.

***MOTION TO APPPOINT COUNCILLORS LA TORRE AND SEMPALA TO THE BYLAWS AND
POLICY COMMITTEE
VPO/JACOBS***

Favour: Ambutong, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

7.5. Budget and Finance Committee

Candidates: Zidan, Phan, La Torre, Depeel, Yusuf.

***MOTION TO APPOINT COUNCILLORS PHAN AND DEPEEL TO THE BUDGET AND FINANCE
COMMITTEE
VPO/VPE***

Favour: Ambuting, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

7.6. Governance Remuneration Advisory Committee

Candidates: Yusuf, Tan.

MOTION TO APPOINT COUNCILLOR YUSUF TO THE GOVERNANCE REMUNERATION ADVISORY COMMITTEE

VPO/JACOBS

Favour: Ambuting, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

7.7. Leadership and Review Committee

Candidates: Zidan, Phan, La Torre, Tan, Ambutong, Cardinal, Beka

MOTION TO APPOINT COUNCILLORS AMBUTONG AND CARDINAL TO THE LEADERSHIP REVIEW COMMITTEE

VPO/PHAN

Favour: Ambuting, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

7.8. Health and Dental Sub-Committee

Candidates: Cartujano, Tan, Yusuf

MOTION TO APPOINT COUNCILLOR TAN TO THE HEALTH AND DENTAL SUB-COMMITTEE

VPO/JACOBS

Favour: Ambuting, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

7.9. Awards Sub-Committee

Candidates: Tan, Tesfay, Yusuf.

MOTION TO APPOINT COUNCILLORS TESFAY AND TAN TO THE AWARDS SUB-COMMITTEE

VPO/

Favour: Ambuting, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

7.10. Student Voice on Violence Elimination Sub-Committee

Candidates: Phan, Jacobs, Zidan, Sempala, Okey-Nwaka

MOTION TO APPOINT COUNCILLORS JACOBS AND OKEY-NWAKA TO THE STUDENT VOICE ON VIOLENCE ELIMINATION SUB-COMMITTEE

VPO/TAN

Favour: Ambuting, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

7.11. Student Groups policy

MOTION TO APPROVE THE STUDENT GROUPS POLICY

VPO/JACOBS

Favour: Ambuting, Beka, Cardinal, Cartujano, Depeel, Pres, Jacobs, La Torre, Okey-Nwaka, Phan, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Vpe, Yusuf, Zidan

CARRIED

8. Consultation

9. Evaluation

10. Recognition

11. Adjournment

MOTION TO ADJOURN

YUSUF

CARRIED

Next Meeting Date: December 21, 2022

Meeting adjourned at 8:06pm.



Students' Council Report

Vice President Operations & Finance

December 21st, 2022

G'day Council. As we wind down 2022, I hope all your finals are going well! It is always crazy how fast a month goes by, but I swear this month flew by at lightspeed! Without further ado, please see below for my report detailing the events that occurred from November 8th, 2022, to December 14th.

Executive Summary

- General Manager Hiring Process
- The Boards Role in Government Advocacy Session
- Governance Review Implementation Update
- Winter Term Preparation Meetings
- CAUS Counterparts
- SAMU Committee Meetings
- Holiday Market
- Q1 Budget Updates

Student Experience & Engagement

The overall student experience is enhanced by the opportunities provided by SAMU

Holiday Market

1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students

The Holiday Market ran the week of December 6th to 9th. I assisted the VPSL in running the event, helping out specifically in regards to some of the logistical activities and working to reimburse the vendors that took SAMU Bucks as payment. Overall, it was a successful event and I've thoroughly enjoyed putting on events with the VPSL.

Student Voice

The Student Voice is amplified by SAMU.

The Boards Role in Government Advocacy Session

The Student Voice is amplified by SAMU.

The VPSL, VPA, Myself and Councillors Cartujano and Beka, attended a session called the Boards Role in Government Advocacy hosted by DirectHer. The session touched on operational boards but predominately was discussing how governance boards interact with advocacy and what their role is.

Winter Term Preparation Meetings

The Student Voice is amplified by SAMU.

The two big organizational student-facing activities that come across my portfolio are the Town Hall also called "Food for Thought" and the Elections. Gearing up to the start



of the new term I have had preparation meetings with our Events Department who helps us run the Town Hall to determine what the program for the event is going to be and how it is going to run. In regards to the Elections, as I am not running in this Executive Committee Election, I am able to be more involved in the process this year. The Governance Advisor and I have met with Marketing, and I have begun working on the preparations needed for the Elections!

CAUS Counterparts

2.3 Continue to build collaborative relationships with other Students' Associations

Our second CAUS Counterparts happened during this reporting period. While I won't talk about it too much the highlight of it for me was the VP Roundtable. I met with the ULSU VP Operations and Finance, and we were paired with the VP Academics. Our conversation was highly fruitful in learning about the other institutions and their practices and what they have planned for the rest of the year!

Student Supports

Student supports provided by SAMU are responsive to unique and evolving needs

Strengthening SAMU Operations

SAMU is an innovative and sustainable organization with an engaging work environment

Governance Review Implementation Update

4.2 Document main policies and processes to support business continuity and transitions in leadership and staff.

VP Operations & Finance Report to Students' Council

December 15, 2022

Page **3** of **5**



The Bylaws have been the next step in working through the Governance Review Implementation. I have been working through combining the opinions gathered at the Bylaw Town Hall along with EC feedback and meeting with the operational members of the Implementation team to come up with a draft that covers both the governance needs and the operational needs. The proposed draft will be run through EC, BPC and circulated to Council for feedback prior to the Town Hall where it will be up for official consultation.

General Manager Hiring

4.2 Document main policies and processes to support business continuity and transitions in leadership and staff.

As mentioned in a previous email sent to Council, the EC has appointed a new General Manager, Mr. Darryl Kostash! During this reporting period EC went through one round of interviews, lots of debate and then once the candidate was chosen, I spearheaded drafting the contract and contract discussions with Darryl. The contract is signed and Darryl's first official day is January 1st!

Q1 Budget Meeting

4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence

I met with our Senior Finance Manager Cam, in regards to the 2022/23 Quarter 1 budgetary spends for Department 12. Department 12 is the Governance and Leadership department that deals with the spending of the Governance and Advocacy Offices, the Executive Committee and Students' Council. This was a great exercise to understand how the budget works and I've learnt so much that will help draft the budget for the next year. To summarize, we underspent in several quarter budget lines and overspent in a couple due to the time of the payment for the credit cards but ultimately it is not a big deal as long as we remain under the overall budget.



SAMU Committee Meetings

4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence

Governance Remuneration Advisory Committee (GRAC) – GRAC met to establish its workplan for the upcoming year and approved it. As well GRAC reviewed the Roles and Responsibilities of the Chair of Students' Council Policy, as per the policy's clause that GRAC review the remuneration of the chair. GRAC recommended the change to remuneration that is on the table for discussion.

Bylaws and Policy Committee (BPC) - BPC met to establish its workplan for the upcoming year and approved it. As well BPC reviewed the Roles and Responsibilities of the Chair of Students' Council Policy to update it to include a more comprehensive list of the scope. The proposed alterations are put forward on the table tonight.

Budget and Finance Committee (BFC) – BFC met to establish its workplan for the upcoming year.

Closing Remarks

I hope you all have a wonderful holiday break and that it is relaxing and spent doing whatever you all need to do to recover and prepare for the upcoming semester. If you have any questions, or comments, about my report, or my portfolio, please do not hesitate to reach out to me directly!

Cheers,

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



Students' Council Report

VP Student Life

December 21, 2022

By the time you will receive my report, finals season will be in full swing. Good luck on your final(s), happy holidays, and take good care of yourselves! Unfortunately, I will also not be in attendance at December's Students' Council Meeting because I am currently in Las Vegas, Nevada on vacation; it is the first meeting I have missed since being on Students' Council, but I am excited for my first real vacation. Below is an account of my activities from November 10th to December 12th, 2022.

Executive Summary

- Students' Council (SC) Professional Development (PD) and Social Activity
- Dodgeball Team: SAMU Superstars
- Holiday Market
- Healthy Campus Alberta (HCA) Summit Advisory Meeting
- VP Student Affairs/Student Life (VPSA/VPSL) Check-In/Community of Support
- United Way GenNEXT + Podcast Interview
- SAMU x Social Innovation Institute (SII) Meeting

Student Experience & Engagement

The overall student experience is enhanced by the opportunities provided by SAMU

Holiday Market

1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities, and employment opportunities for students

SAMU's second annual Holiday Market ran from December 6-9, 2022. In partnership with the VP Operations and Finance, we engaged with eighteen different student

VP Student Life Report to Students' Council

December 13, 2022

Page 1 of 4



vendors, faculty and staff, and students at large over four days. We consider this year's Holiday Market a success and we are excited to see future iterations!

Student Voice

The Student Voice is amplified by SAMU.

Students' Council (SC) Professional Development (PD) and Social Activity

2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation.

At the end of November, Sarah Chan from [Alberta Mentoring Partnership \(AMP\)](#), facilitated a public speaking workshop with some members of Students' Council, which was followed by karaoke with SC. In my opinion, both events were fruitful and well-attended. For those who attended, if you have any comments or feedback, please let me know via email or Telegram; I would be happy to create improvements. Next semester, we will have another PD and social activity, so if you have any activity/topic recommendations for either – again – please let me know.



VP Student Affairs/Student Life (VPSA/VPSL) Check-In/Community of Support

2.3 Continue to build collaborative relationships with other Students' Associations and organizations to enhance the collective student voice with all government levels

In the summer, I had an idea to create a monthly opportunity for a VPSA/VPSL check-in/community of support with counterparts from across the province, which was supported by [Pamela Malec from the Students' Association of Mount Royal University \(SAMRU\)](#) and [Juanita DeVos from the University of Lethbridge Students' Union \(ULSU\)](#). We had our first meeting and it was a great opportunity to connect about our successes, future plans, and support our fellow VPSAs/VPSLs.

Dodgeball Team: SAMU Superstars

2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation.



From the Leadership and Review Committee (LRC), our VP External led our [Dodgeball Team](#) (via MacEwan Sport and Wellness) this semester, and we are happy to announce that we are campus champions! Next semester, LRC is planning on hosting another dodgeball team, so please come help us defend our title as CHAMPIONS!

Student Supports

Student supports provided by SAMU are responsive to unique and evolving needs

[Healthy Campus Alberta \(HCA\) Summit Advisory Meeting](#)

3.4 Enhance relationships with external organizations to leverage resources and supplement new and existing initiatives

For information, the HCA Summit is an annual event for the HCA Community of Practice to gather to learn, share and celebrate the work being done across the province to strengthen post-secondary mental health and wellness. At our most recent HCA Summit Advisory meeting, we discussed barriers to student participation in the HCA Summit, such as the application, cost of attendance, location (i.e., Calgary vs. Edmonton), among others. For our next meeting, I would like to come to the table with feedback from students; here are some questions to consider: Are you interested in attending the HCA summit? What are barriers you foresee that would limit your participation in a summit? What can be done to alleviate barriers for student participation? Please send comments and feedback via email or Telegram!

United Way GenNEXT + Podcast Interview

3.4 Enhance relationships with external organizations to leverage resources and supplement new and existing initiatives

As a member of the MacEwan United Way Committee, I was asked to join the YEG Downtown Collaboration (YEG DTC); however, based on feedback from a member of the United Way, I have transitioned to [United Way's GenNEXT Cabinet](#), a cohort of young professionals who care about social causes and the issues impacting our communities in the Edmonton region. I recently recorded an episode with their [Peace Out Poverty podcast](#) on resources and supports for post-secondary students, which will be released early next year and I am excited to share it with all of you!

SAMU x [Social Innovation Institute \(SII\)](#) Meeting

3.3 Strengthen collaborations and partnerships with MacEwan University to expand supports and resources for students

I met with Leanne Hedberg, the Director of the SII, to explore collaboration opportunities, confirm details on the Social Innovation Institute Grant, and how to support first-generation students. In January, the Social Innovation Institute Grant will be active for applications from students who are interested in co-working space in Roundhouse for their businesses, entrepreneurial ventures, start-ups, etc.

Closing Remarks

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

Appointment Advisory Committee Workplan 2022-2023
For Information to Students Council
Submitted: December 14, 2022

Chaired By:	Matt Yanish, VP External			
Committee Members:	Abby Beka, Councillor, Alan Honey, Governance Advisor			
Committee Mandate:	The responsibility of the Appointment Advisory Committee is to interview and vet candidates for appointments made by Students' Council, and to vet and recommend student-at-large candidates for appointments by Executive Committee.			
Approved by Committee:				
Received by Council:	December 21, 2022			
Task	Details	Stakeholders	Timeline	Status
Councillor Appointment	AAC will post and solicit candidates for appointment. After an interview process, a report will be provided to Students' Council with recommendations.	Appointment Advisory Committee Students' Council	As needed.	Ongoing, as needed.
Chief Returning Officer Appointment	AAC will post and solicit candidates for appointment. After an interview process, a report will be provided to Students' Council with a recommendation.	Appointment Advisory Committee Students' Council	Mid-March (after EC election is official): post CRO position Late March/early April: CRO interviews Mid-April: report and recommendation to Students' Council	Not started.
Chair of Students' Council Appointment	If required, pending LRC's review of the Chair. AAC will post and solicit candidates for appointment. After an interview process, a report and recommendation will be provided to Students'	Appointment Advisory Committee Students' Council	Mid-March: post Chair position Late March/early April: Chair interviews Mid-April: report and recommendation to Students' Council	Not started.

	Council.			
Student-at-Large/	AAC will post and solicit candidates for appointment. Recommendations to Executive Committee will be submitted until all positions are filled.	Appointment Advisory Committee Executive Committee	As needed.	As needed.

Audit Committee Workplan 2022-2023
For Information to Students Council
Submitted: December 13, 2022

Chaired By:	Freja Cartujano, Councillor			
Committee Members:	Cierra Jacobs, Councillor; Layal Zidan, Councillor; Brian Gulbraa, Student-at-Large; and Guryodh Brar, Student-at-Large. Resource Official: Cameron Whiting, Senior Finance Manager.			
Committee Mandate:	Audit Committee assists the Students' Council in fulfilling its financial oversight responsibilities.			
Approved by Committee:				
Received by Council:	December 21, 2022			
Task	Details	Stakeholders	Timeline	Status
Training	Audit Committee (AC) will receive training.	Audit Committee Students' Council	9 –10 AM on January 6, 2023	On-going
Quarterly Meetings	AC will meet quarterly to monitor, evaluate, advise, and make recommendations on matters affecting external, internal, or special audits; policies and practices related to internal controls; and compliance with legal, statutory, and regulatory requirements.	Audit Committee Students' Council	Meetings will be held at the end of the following months in 2023: Q2 review - January Q3 review - April Q4 review - July Q1 review - October	On-going

Leadership and Review Committee (LRC) Workplan 2022-2023
For Information to Students Council
Submitted: December 13, 2022

Chaired By:	Elaine Tran, VP Student Life			
Committee Members:	Gabriel Ambutong, Councillor Jakob Cardinal, Councillor Mariam Ehsan, Student-at-Large Joehn Torres, Student-at-Large			
Committee Mandate:	Leadership and Review Committee (LRC) is a semi-judicial body which advises and reviews Students' Council and strives to maximize student engagement.			
Approved by Committee:				
Received by Council:	December 21, 2022			
Task	Details	Stakeholders	Timeline	Status
Students' Council Priorities Document	A formal document with Students' Council 2022-2023 priorities will be presented for consultation.	SAMU Students' Council Students at Large	January 2023	
Google Calendar and Resource Warehouse	A Students' Council Google Calendar and Resource Warehouse will ensure all Students' Councillors have access to accurate and necessary documents, events, and other items/opportunities.	SAMU Students' Council	January 2023 – Ongoing	
Student Engagement Opportunities (including tabling)	Leadership and Review Committee develops a plan for Student Council to engage with SAMU members.	SAMU Students' Council Students at Large	January 2023 – Ongoing	
Professional Development and Teambuilding	Leadership and Review Committee creates opportunities for members of Students'	SAMU Students' Council	Winter Semester 2023 (Date TBD)	

	Council to develop leadership skills by: Researching and implementing applicable professional development opportunities for members of council, and developing team building opportunities for Students' Council.			
Chair Review	Leadership and Review Committee reviews the performance of the Chair of Students' Council.	SAMU Students' Council	January 2023 – April 2023	

GRAC Workplan 2021-2022
For Information to Students Council
Submitted: December 15, 2022

Chaired By:	Larissa Williams, Vice President Operations and Finance			
Committee Members:	Sonia Yusuf, Councillor Allan Wesley, Public Member vacant, Student-at-Large vacant, Student-at-Large			
Committee Mandate:	Governance Remuneration Advisory Committee annually reviews the remuneration and compensation provided to Councillors, Executives, and other committee members performing governance roles at SAMU.			
Approved by Committee:	12-01-2022			
Received by Council:	12-21-2022			
Task	Details	Stakeholders	Timeline	Status
Review of the Chair of Students' Council Honorarium	Review the chair remuneration regarding committee workload	Chair of SC Students Council	November/ December 2022	In Progress
Executive Committee Remuneration	Discuss salary comparisons of EC. Discuss remuneration policy with respect to EC Discuss CPI inflation of EC salary, health and dental benefits and paid vacation Determine EC remuneration	Executive Committee Students Council	December / January 2023	In Progress
Students' Councillor Remuneration	Obtain remuneration comparison (with respect to similar institutions) Review & discuss remuneration of councillors	Students Council Executive Committee	December 2022/ January 2023	In Progress
Board of Governors / GFC Rep Remuneration	Discuss and decide on remuneration in comparison to other institutions	Executive Committee Students Council	January / February 2023	Not Started

Budget and Finance Committee Workplan 2021-2022
For Information to Students Council
Submitted: December 15, 2022

Chaired By:	Larissa Williams, VP Operations and Finance			
Committee Members:	Bao Quoc Dang, Student-at-Large Jayden Depeel, Councillor Myles Dykes, President Brian Gulbraa, Student-at-Large Nhi Phan, Councillor Elaine Tran, VP Student Life			
Committee Mandate:	"Budget and Finance Committee oversees the construction of the SAMU budget, assesses and reviews SAMU fees, and reviews SAMU financial statements"			
Approved by Committee:	12-05-2022			
Received by Council:	12-21-2022			
Task	Details	Stakeholders	Timeline	Status
Annual Budget	BFC oversees the construction of the annual SAMU budget and recommends it to Students' Council for Approval	Students' Council SAMU Students At Large	Budget Workshop - Week of Feb. 13-17 Budget Presentations February 21 - 24th	
Review SAMU Fees Policy	BFC Reviews this policy annually	Students' Council SAMU Finance Students At Large	March / April	
Review Finance Policy	BFC Reviews this policy annually	Students Council SAMU Finance Students At Large	March / April	

Bylaws and Policy Committee Workplan 2021-2022
For Information to Students Council
Submitted: December 15, 2022

Chaired By:	Larissa Williams, VP Operations and Finance			
Committee Members:	Kon Kon, Student-at-Large Joseph A. La Torre, Councillor Mohd Ali Naqvi, Student-at-Large Rayyah Sempala, Councillor			
Committee Mandate:	Bylaws and Policy Committee ensures the relevance and consistency of SAMU Bylaws and Policy.			
Approved by Committee:	12-05-2022			
Received by Council:	12-21-2022			
Document	Last Review Date	Details	Timeline for Review	Status
Bylaws	Last Approved 2018-03-21	Needs to be reviewed before the townhall	January	
Roles and Responsibilities of Elected Representatives	2021-03-23	Will be reviewed prior to EC Elections open	January	
Roles of Responsibilities of the Chair of Students' Council	Last Approved 2019-02-20	Chair has more responsibilities due to GIC TOR changing	December	In Progress
Student Representation Policy	N/A	New Policy working on development that covers the committee work of those involved in SAMU and External governance bodies	February	
Role and Responsibilities of the Board of Governors Student Representative	2021	In Conjunction with the student representation policy	January / February	
Committees	October	Revamping the committee	March	

	2022	structure as per the recommendation of the governance review		
Governing Documents Policy / Policies Policy	2021	Expanding on the policies policy to include other governing documents of the organization	April	
Governance Transition	2021	Annual review of transition policy before transition occurs	February / March	
Advocacy Policy	N/A	New policy in the works regarding Advocacy and the duty to consult	April	
Budget and Approvals Policy (Budget Approval Policy)	Reviewed 2021	Expanding on the scope of the budget approvals policy	TBD	
Students' Council Meetings	2021	Recommendation of the governance review to review this policy	TBD	
Role and Responsibilities of the Secondary Student Delegate	2021	Re-evaluate whether we should have this seat still available	TBD	

Executive Committee Work Plan 2022-2023 For Information to Students Council	
Chaired By:	Myles Dykes, President
Members:	Stephan Vasquez, Vice President Academic Matt Yanish, Vice President External Larissa Williams, Vice President Operations and Finance Elaine Tran, Vice President Student Life
Mandate:	The Executive Committee ensures that Students' Council's policies are implemented, is responsible for overseeing the General Manager, helps develop the strategic direction of SAMU, and acts faithfully on behalf of Students' Council.
Approved by Committee:	July 13, 2022
Received by Council:	December 21st, 2022

Theme: Inclusion and Accessibility		
Initiative	Universal Design for Learning Event	
EC Lead(s)	Vice President Academic	
Strat Plan Alignment	Student Supports	3.2 Evaluate and assess student supports to remain relevant and accountable to students.
Objective	To gather individuals who support UDL to discuss various ways to implement it in the classroom, and discuss how we at MacEwan can adopt more UDL frameworks and	
Key Details	More details to come Projected Event Date: January 26, 2023	

Status	IN PROGRESS	
Initiative	Indigenous Leaders Circle	
EC Lead(s)	Vice President Student Life	
Strat Plan Alignment	Student Supports	3.1 Develop and deliver initiatives that are inclusive and are responsive to all student needs
Objective	Create a welcoming space for Indigenous students to share their experiences in post-secondary	
Key Details	Work with community partners to establish a circle. Space would be facilitated by and for Indigenous students. SAMU would provide funds to compensate individuals and pay for lunch to encourage participation Projected Event Date: January 20th 2023	
Status	IN PROGRESS	
Initiative	Supports for Students with Dependants / Family Friendly Spaces	
EC Lead(s)	Vice President Student Life	
Strat Plan Alignment	Student Supports	3.3 Strengthen collaborations and partnerships with MacEwan University to expand supports and resources for students
Objective	Increase family-friendly spaces for students with dependents.	
Key Details	In preliminary conversations with Early Learning MacEwan (ELM)	
Status	INITIAL STAGES	

Theme: Financial and Wellness Supports

Initiative	Affordable Housing Symposium	
EC Lead(s)	Vice President External	
Strat Plan Alignment	Student Supports	3.4 Enhance relationships with external organizations to leverage resources and supplement new and existing initiatives.
Objective	For SAMU to host an event for policy experts, politicians, students, and members of the downtown community to come together and discuss ways that we can better support Edmonton’s students now, and future-proof our student housing.	
Key Details	<p>The housing market is becoming less and less accessible across Canada, and this is an opportunity to work with the municipal gov to discuss ways we can stop the same thing from happening in edmonton. This could be more broad depending on who we might partner with.</p> <p>Projected Event Date: October 20, 2022</p>	
Status	CANCELED - Going to be reworked into a different Symposium topic	
Initiative	Textbook Cost Indicator Program	
EC Lead(s)	Vice President Academic	
Strat Plan Alignment	Student Supports	3.3 Strengthen collaborations and partnerships with MacEwan University to expand supports and resources for students 2.4 Foster positive relationships with MacEwan University to better serve students.
Objective	Lower textbook costs by market pressures. Give students more flexibility.	
Key Details	<p>The Cost Indicator program would have professors list a range for textbook costs for their class. This would allow students to 'shop around' between classes for a lower cost and avoid surprises that could impact their student loan budget. Additionally, listing open educational resources could be included. These additions would create market pressures to lower textbook costs.</p>	
Status	IN PROGRESS	

Initiative	Period Products in SAMU/MacEwan Bathrooms	
EC Lead(s)	Vice President Student Life	
Strat Plan Alignment	Student Supports	3.1 Develop and deliver initiatives that are inclusive and are responsive to all student needs
Objective	Provide access to period products to students who menstruate in bathrooms	
Key Details	The Office of Human Rights, Diversity and Equity (OHRDE) in collaboration with MacEwan has provided period products in some bathrooms across MacEwan since December 2021 but we are looking to get period products in more bathrooms, including SAMU ones, across campus	
Status	INITIAL STAGES	

Theme: Opportunities for Students		
Initiative	Holiday Market	
EC Lead(s)	Vice President Student Life	
Strat Plan Alignment	Student Experience & Engagement	1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students.
Objective	Continue to build momentum from last year's Holiday Market to showcase alumni and student small businesses.	
Key Details	We had 20 Vendors come out and sell a variety of their offerings to students Event Date: December 6-9th 2022	
Status	COMPLETED	

Initiative	Anti-Racism Week	
EC Lead(s)	Vice President Student Life	
Strat Plan Alignment	Student Experience & Engagement	1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students.
Objective	Continue to build momentum from last year's Anti-Racism Week, with an aim to amplify BIPOC perspectives and voices (e.g., BIPOC art showcase, BIPOC music, anti-racist research, etc.).	
Key Details	More details to come Projected Event Date: November 14-16th 2022	
Status	COMPLETED	
Initiative	Student Leadership Week	
EC Lead(s)	Vice President Student Life, Vice President External, Vice President Operations & Finance	
Strat Plan Alignment	Student Voice	2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation 1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students.
Objective	Dedicate a week to empower and encourage students to become more active and engaged on campus (within SAMU and MacEwan).	
Key Details	More details to come Projected Event Date: February 6-10th 2023	
Status	CANCELED	
Initiative	Get Out the Vote	
EC Lead(s)	Vice President External	

Strat Plan Alignment	Student Voice	2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation 1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students.
Objective	Encourage university students to get out and vote in the upcoming election!	
Key Details	More details to come	
Status	ONGOING	
Initiative	EC For a Day	
EC Lead(s)	Vice President Operations & Finance	
Strat Plan Alignment	Student Voice	2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation
Objective	Give individuals who are considering running for EC positions a taste of what being a member of EC is like	
Key Details	Will be held in February before nominations close	
Status	IN PROGRESS	

Theme: Student Governance and Accountability		
Initiative	GovWeek	
EC Lead(s)	Vice President Operations and Finance, Vice President Student Life	
Strat Plan Alignment	Student Voice	2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation
Objective	Reduce Barriers and the misconceptions of Student Governance and hopefully have more individuals run for	

	Students' Council.	
Key Details	A three day event in which students engage with governance and learn how to run for students council, what governance is and how these opportunities will sharpen and grow their skill sets and may shape their future careers. Projected Event Dates: September 20-22 2022	
Status	COMPLETED	
Initiative	Governance Review Implementation	
EC Lead(s)	Vice President Operations & Finance, President	
Strat Plan Alignment	Strengthening SAMU Operations	4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes.
Objective	Implement the Governance Review Recommendations	
Key Details	SAMU underwent a governance review where we were provided recommendations to improve our governance processes. Currently a team is in place to do the work behind the implementation of the review and bring the forward the proposed changes to Council.	
Status	IN PROGRESS	
Initiative	General Manager Hiring	
EC Lead(s)	President, Vice President Operations & Finance	
Strat Plan Alignment	Strengthening SAMU Operations	4.2 Document main policies and processes to support business continuity and transitions in leadership and staff.
Objective	Get a GM in office before EC changeover	
Key Details	Review GM contract, Go through the hiring process, Get a GM, Orientation for GM, Evaluation, Performance Review.	

Status	COMPLETED	
Initiative	Executive Transition	
EC Lead(s)	President, Vice President Operations & Finance	
Strat Plan Alignment	Strengthening SAMU Operations	4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. 4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.
Objective	Onboard and ensure the success of the new Executive Committee and prepare for the next year	
Key Details	Onboarding and supporting the new EC from May to Nov, ends with mid-year retreat. Begin EC transition planning in February and commence in late March after EC elections are official.	
Status	ONGOING	
Initiative	Students Council Training	
EC Lead(s)	President, Vice President Operations and Finance	
Strat Plan Alignment	Strengthening SAMU Operations	4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. 4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.
Objective	Ensure that members of our governing board are knowledgeable about governance and SAMU	
Key Details	Planning for the official Students Council Training will begin in September and continue until execution in late October	
Status	COMPLETED	
Initiative	SAMU 2023/24 Budget	

EC Lead(s)	Vice President Operations & Finance	
Strat Plan Alignment	Strengthening SAMU Operations	4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. 4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability.
Objective	Prepare the department 12 budget for the next fiscal year and oversee the whole budget process for the annual budget submission to Council for Approval	
Key Details	The budgeting process for the next fiscal year will begin around November/December of 2022	
Status	IN PROGRESS	
Initiative	Town Hall	
EC Lead(s)	Vice President Operations & Finance	
Strat Plan Alignment	Student Voice	2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation
Objective	Required by policy it provides Elected Reps the ability to connect with students on a variety of topics	
Key Details	<p>This year we are looking at having topics including the following:</p> <ul style="list-style-type: none">- Bylaws & Building- Fees/ Upass / H&D- Programs / Services & Student Groups- Academics / OER's / Learning Modality- Government Advocacy / Governance / Getting Involved <p>Stay tuned for more information regarding Council's responsibilities</p>	
Status	IN PROGRESS	



Students' Council Report

Councillor La Torre

December 21st, 2022

Hello Council,

I hope everyone's finals went well as we head into the winter break to fully give our attention to the Christmas season. I know I will be spending my time by watching all 6 Home Alone movies, which is just enjoying the first two and stomaching the latter four. Anyways, here is my first ever report on an issue I think some of you can relate and speak to.

Councillor Summary

- Fall Semester Final Exam Schedule: Weekend Exams

Student Voice

The Student Voice is amplified by SAMU.

Speaking to Students who have Weekend Exams

I've spoken to multiple students about exams being held this semester on the weekends, and even some of you may have had some too. Nevertheless, the reason I bring this report to council is because the decision to have exams on the weekends



during finals week is not only vehemently unpopular with students but it also seems like a negligent one. Here are some reasons why:

1. The services and supports that SAMU and MacEwan would usually provide on weekdays are not available on the weekends—such as the food vendors, peer support, the MacEwan book store, etc.;
2. Bus Schedules are different on the weekends which cause greater difficulty for students to get to campus for their exams;
3. Conflicts with religious practices on the weekends;
4. Students' mental health are greatly affected;
5. The John L. Haar Library operates its weekend hours (not open until 10 am).

Ultimately, from the students that have expressed their concerns to me, the students I've asked and from my own inquiries, there seems to be no changes to support the students that have weekend exams this semester which is why I think it is negligent.

Closing Remarks

Thank you all for reading my first report. I wanted to bring this issue to council because I think this is something worth discussing further because of how it has affected students since its implementation. Nonetheless, I highly encourage all new and current student councillors, as well, to submit their own reports, consultation items, and motions on issues or concerns that they think should be discussed with council. And if you need help to do so, Alan (our Governance Advisor) is very helpful, as well as EC.

I will see you all in the New Year in a whole new semester with all the hopes and dreams a philosopher major has, which is to say, none.

Merry Christmas and Happy New Years!

Kind Regards,

Joseph A. La Torre



**Agenda for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 2, 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: 2:07pm
2. Approval of Agenda:
**VPA/VPO
CARRIED**
3. Approval of Minutes for: October 26, 2022
**VPSL/VPA
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	SC Report	Vpo – recommended by our Chair to go back to reporting with a tie to strategic plan. Provided draft template for review. Looking for feedback and if it's something we'd like to adopt. Vpsl – like the idea as presented. Vpe – like it, looks good.	Action: Vpo to share template with EC November 8, 2022 to use moving forward.
2.	Exec Project Spending	Vpo – need to formally approve any spending from the Exec Projects budget line.	MOTION TO APPROVE UP TO \$1500.00 FROM G/L 524500 FOR ANTI-RACISM WEEK SPENDING AND UP TO \$1500.00 FROM G/L 524500 FOR HOLIDAY MARKET SPENDING VPO/VPSL CARRIED
3.	Presentations	Vpo – Would like to book 3 presentations – EC formally approves presentations to SC.	MOTION TO APPROVE A PRESENTATION FROM CAUS AT THE JANUARY 2023 SC MEETING, A PRESENTATION FROM CASA AT THE DECEMBER 2022 SC MEETING, AND A PRESENTATION FROM

			SAMU OPERATIONS AT THE NOVEMBER 2022 SC MEETING VPO/VPSL CARRIED
4.	EC Mid-year retreat	Vpo – agenda provided for everyone to review.	
5.	SVPEC – SAL Appointment	Vpsl – received applications – we can appoint one student.	MOTION TO APPOINT TATIANA SCHOPF TO THE SEXUAL VIOLENCE PREVENTION EDUCATION COMMITTEE VPSL/VPA CARRIED
6.	Anti-Racism Week	Full Schedule. Description of Events. EC Roles/Responsibilities/Support. Vpsl – Provided 3 links for everyone to review. Let me know if you have any questions. Want to ensure everyone has full information.	
7.	Ponoka Campus Debrief	Vpsl – looking to hear from everyone how we felt it went. Vpa – would like to see us provide welcome info in future. If we go again we should bring posters. Gm – good feedback you heard/received – we can be advocates for those students.	Action: Gm to speak to Jaime about how we can support Ponoka students.
8.	Project Updates	Google Drive: Workplan & Priorities Planning folder	
9.	Outstanding Action Items		
10.	President's Report	Tabled.	
11.	VP Academic's Report	ASC meeting. Internal grants adjudication update. Ponoka trip. CASA/NIAC meeting. Focus groups update. APQAC meeting update. CASCC meeting update. Presidential Medal selection.	
12.	VP External's report	Presentation update. CASA conference prep. Reviewed Gm apps. Ponoka trip. CAUS update. CASA update.	
13.	VP Operations and Finance's	Met with Gallivan. SC training/prep.	

	Report	Gm app review. Met with students. Transition planning. Ponoka trip. Met with MacEwan Finance. Allard Chair meeting. Prep for HR meeting.	
14.	VP Student Life's Report	SoB prof tour. HCA meeting update. Student Community Engagement Grant update. Tuition and fees filming. Met with students.	
15.	General Manager's Report	SAMU opportunities for International Students. Social committee update. Holiday party update. HR update. Budgeting for next year beginning soon. Insurance renewal update. Winterfest update. MacEwan Finance meeting. ConEd meeting.	
16.	Recognition		

4. Adjournment

Time: 4:12pm



Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 8, 2022 @ 12:15pm

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: 12:15pm

2. Approval of Agenda:

VPSL/VPE

CARRIED

TOPIC		DISCUSSION	ACTION/MOTION MOTION
1.	Winterfest		TO APPROVE AN ADDITION OF UP TO \$25,000.00 TO G/L 531600 (WINTERFEST) VPA/VPSL CARRIED
2.	Student Groups policy		MOTION TO RECOMMEND THE STUDENT GROUPS POLICY TO STUDENTS' COUNCIL FOR APPROVAL VPO/VPSL CARRIED

3. Adjournment

Time: 12:20pm



Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 9, 2022 @ 1:30pm

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: 1:27pm
2. Approval of Agenda:
**VPE/VPSL
CARRIED**
3. Approval of Minutes for: November 2 and 8, 2022
**VPA/VPO
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Committees Proposal	Presentation re. committee restructuring from Vpo. - general discussion and feedback provided.	Action: Vpo to draft TORs and bring back to EC for review/discussion.
2.	Tuition & Fees	Next steps and action items based on recommendations provided. - can't support increase across the board. - written expression of SAMU's position to MacEwan. - student input opportunity for next steps after announcement. - advocacy to MacEwan on how increase should be used. - response required, both immediate to University and then to the larger audience(public).	
3.	Student Groups	Vpsl – MacEwan Debate Club	MOTION TO APPROVE THE MACEWAN DEBATE CLUB VPSL/VPO CARRIED
4.	NIAC		Action: GA to book travel. Vpa to draft a report upon return.

5.	Project Updates	Google Drive: Workplan & Priorities Planning folder	
6.	Outstanding Action Items		
7.	VP External's report	Met with Sarah Chan re. SC PD training opportunity. AAC update. CAUS update.	
8.	VP Operations and Finance's Report	HR meeting. Retreat planning. Event supply run. Met with UASU OpsFi. Open House. Committees proposal.	
9.	VP Student Life's Report	United Way committee update. MacEwan Pride Week meeting.	
10.	President's Report	Retreat planning. Legal.	
11.	VP Academic's Report	Student engagement research. Open House. Grant adjudications. CoTL meeting.	
12.	General Manager's Report	HR update. Insurance renewal submitted.	
13.	Recognition		

4. Adjournment

Time: 4:18pm



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 17, 2022 @ 10:50am**

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
1.	Maintenance Fund Expenditure	<p>The following areas are going to get noise reduction upgrades:</p> <ul style="list-style-type: none">SA-214 Student Groups Meeting rooms, fill in the wall gaps so that the rooms have better noise controls. Currently we have 4 walls that did not get built to the ceiling during the construction of our building. The gaps would be closed off reducing the amount of noise traveling between the rooms.SA-328 Putting sound absorbing material on the wall north wall in the mechanical room to reduce the amount of noise transfer into the Council Chamber. If possible depending how close the mechanical truck can get to the building (the spray foam truck can't be more than 300 ft from the area of application). They would also spray foam insulation into the wall to add another barrier for sound travel. <p>The building maintenance project is that there is a hole in the drywall in our pantry that needs repairing.</p>	<p>MOTION</p> <p>TO APPROVE UP TO \$18,000 FROM THE MAINTENANCE FUND FOR A NOISE REDUCTION AND BUILDING MAINTENANCE PROJECT</p> <p>VPO/PRES CARRIED</p>



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 21, 2022 @ 1:30pm**

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
1.	GRAC Appointment		MOTION TO APPOINT ALLAN WESLEY TO THE GOVERNANCE REMUNERATION ADVISORY COMMITTEE FOR A TERM ENDING OCTOBER 31, 2022 VPO/VPA CARRIED



Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
November 30, 2022 @ 12:00pm

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: 12:11pm

2. Approval of Agenda:

**VPE/VPSL
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION MOTION
1.	Insurance		TO APPROVE AN UNBUDGETED EXPENDITURE OF UP TO \$7400.00 FROM G/L LINE 509000 VPO/VPSL CARRIED MOTION TO APPROVE A PAYMENT OF \$43,392.00 FROM G/L LINE 509000 TO COVER INSURANCE COSTS VPO/VPE CARRIED

3. Adjournment

Time: 12:14pm



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
December 6, 2022 @ 2:30pm**

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: 2:34pm
2. Approval of Agenda:
**VPE/VPO
CARRIED**
3. Approval of Minutes for: November 9, 17, 21 & 30, 2022
**VPO/VPE
CARRIED**

TOPIC	DISCUSSION	ACTION/MOTION
1. PVP Prep/Student Affordability Response	<p>*Sedighi provides background on strategy & thought process from discussion with Pres/Beka.</p> <p>Pres – looking for feedback on how we move forward at PVP tomorrow – how do we set up for success with that?</p> <p>Vpa – would like if the increase in tuition could be directed specifically to ways of supporting students.</p> <p>Vpo – agree, identify exactly where they are going to allocate the funds from increased tuition. Set targets that we want to see. Should be a public stance that we don't support this increase though. Concern about what any type of 'mobilization' might be.</p> <p>Vpe – success would be getting a large part of the 5.5% increase for students.</p> <p>Gm – voice your opinion but ensure you can still be involved in the discussion going forward.</p> <p>Sedighi – suggest that allocation is the power we have since we can't stop the increase from happening. Also should ensure MacEwan is aware of problems/concerns with the process.</p> <p>Vpa – good to keep in mind that we're partners at the school.</p> <p>Sedighi – can we get a student on the PBC?</p> <p>Vpo – think it's important to not just fund SAB more – find other ways to provide student facing support.</p>	
2. Student Groups	MacEwan Indigenous Students Club	MOTION

		MacEwan Massage Therapists MacEwan Supply Chain Club MacEwan University Finance Club MacEwan Anthropology Student Club Vpsl – remind Erika that MASC cannot be MASS.	TO APPROVE THE MACEWAN INDIGENOUS STUDENTS CLUB, THE MACEWAN MASSAGE THERAPISTS STUDENT GROUP, THE MACEWAN SUPPLY CHAIN CLUB, THE MACEWAN UNIVERSITY FINANCE CLUB, AND THE ANTHROPOLOGY STUDENT CLUB VPSL/VPO CARRIED
3.	Appointment(s)	Governance Remuneration Advisory Committee – Nichipat Jitpraphan, Sarah La	MOTION TO APPOINT NICHIPAT JITPRAPHAN AND SARAH LA TO THE GOVERNANCE REMUNERATION ADVISORY COMMITTEE FOR A TERM ENDING OCTOBER 31, 2022 VPO/VPE CARRIED
4.	Executive Projects		MOTION TO APPROVE UP TO \$1000 FROM BUDGET LINE 524500 FOR THE INDIGENOUS LEARNERS CIRCLE VPO/VPE CARRIED
5.	MCCRF		MOTION TO APPROVE THE MISSING CREDIT CARD RECEIPT FORM FOR LARISSA WILLIAMS DATED OCTOBER 19, 2022 IN THE AMOUNT OF \$164.01 VPE/VPA CARRIED
6.	GM Hiring		MOTION TO GO IN CAMERA VPO/VPA CARRIED

			MOTION TO GO OUT OF CAMERA VPA/VPE CARRIED MOTION TO APPOINT DARRYL KOSTASH AS SAMU GENERAL MANAGER EFFECTIVE JANUARY 1ST, 2023 PENDING A SIGNED CONTRACTUAL AGREEMENT VPO/VPSL CARRIED
7.	Connecting with Students	Vpo – looking for feedback from EC re. luncheons/etc with EC/students. M&C will do the heavy lifting on this.	
8.	Project Updates	Google Drive: Workplan & Priorities Planning folder	
9.	Outstanding Action Items		
10.	VP Operations and Finance's Report		Action: EC to submit written reports based on November 7-December 6.
11.	VP Student Life's Report		
12.	President's Report		
13.	VP Academic's Report		
14.	VP External's report		
15.	General Manager's Report	ConEd update. Building update. Witerfest update. Speaker Series update. Grants update.	
16.	Recognition		

4. Adjournment

Time: 4:39pm



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

Meeting Date	Submitted By
December 21 2022	Larissa Williams, Vice President Operations & Finance

Agenda Item Title Roles and Responsibilities of the Chair of Students' Council Policy

**Action
Requested**

☒ Motion

☐ Consultation Item

AGENDA ITEM DETAILS

Motion Title

To Approve the Roles and Responsibilities of the Chair of Students Council Policy on the recommendation of the Bylaws and Policy Committee

**Background
Information**

One of the final steps in the Code of Conduct process was reviewing the role of the Chair of Students Council as the Chair serves as the chair of the Governance Investigations Committee. We needed a third neutral party to be the one to review complaints and the Chair was selected to be that individual. The additions to the policy explicitly define the role of the chair in regards to complaints and also adds that they chair our other "external" committee the Students' Council Reinstatement Committee. There is also a clause stating what the next steps are if for some reason our chair is unable to chair one of the committee meetings

There was a recommendation to review the remuneration of the chair given the extra workload of reviewing complaints. The recommendation found in policy comes from the Governance Remuneration Advisory Committee and was agreed upon at BPC. The reasoning for the 20\$ up to 300\$ was that this is just an extra show of appreciation from SAMU to the Chair, as our chairs typically are not doing this role for the cash but for the community involvement. SAMU values remunerating people for their time and this number was agreed upon as a fair amount as a gesture of appreciation to the Chair.

**Alternative
Considerations**

Do not change the policy and not fully encapsulate the Chair's full responsibilities to the organization.

Pay the chair a different amount, or don't pay the chair at all.

**Risk
Management
Considerations**

Budgetary Implications - with the additional 300\$ we could be up to 300\$ over on the budget line though that is unlikely.

We budget for 14 Meetings throughout the year and are currently on pace for 12 so that is a savings of \$250 dollars and \$300 worth of committee work is 15 Meetings/complaints which is also unlikely given the average per year.

Strategic Alignment	<input checked="" type="checkbox"/> <i>Attached Strategic Alignment Checklist is complete</i>
Implications	Our Chair has a more defined list of what they are responsible for and is remunerated for their committee work
Related Documents	Elected Representatives Code of Conduct Complaint Procedure Elected Representatives Code of Conduct Policy Committees Policy (GIC TOR & SCRC TOR)
Follow Up Action	n/a
Review History	GRAC - December 1 st 2022 BPC

Strategic Alignment Checklist

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

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

Focus Areas	Not consistent	N/A	Consistent
Student Experience & Engagement			
The overall student experience is enhanced by the opportunities provided by SAMU.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.1 Put the finishing touches on the SAMU building, enhancing the safe and intentional spaces for students to gather, relax and study.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.2 Increase student awareness of SAMU and its opportunities through strong communications and engaging marketing and brand	<input type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/>	<input type="checkbox"/>
3.2 Evaluate and assess student supports to remain relevant and accountable to students	<input type="checkbox"/>	<input checked="" 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 checked="" 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 checked="" 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 checked="" 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 checked="" type="checkbox"/>
4.3 Diversify revenue streams to reduce reliance on student fees.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability.	<input type="checkbox"/>	<input 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 checked="" type="checkbox"/>



Role and Responsibilities of the Chair of Students' Council

Rationale

Clear responsibilities for the Chair of Students' Council ensure that the preparation for and the proceedings of Students' Council meetings are relevant and effective.

Definitions

The **Chair** refers to the formally appointed Chair of Students' Council.

Expectations

Roles and Responsibilities

- 1 The Chair adheres to SAMU bylaws and policies.
- 2 The Chair presides over meetings of Students' Council using *Robert's Rules of Order, Newly Revised* and any other special rules of order.
- 3 The Chair is available for consultation on bylaws and policy development.
- 4 The Chair will serve as chair of the Governance Investigations Committee.

4.1 The Chair reviews Elected Representative Conduct Complaints and determines whether the complaints move forward in the complaint process or if they are dismissed on the grounds laid out in the appropriate procedure.

X The Chair will serve as chair of the Students' Council Reinstatement Committee

X In the event the chair is unable to fulfill the role, they will select an individual to chair a meeting of the Governance Investigations Committee or the Students' Council Reinstatement Committee

- 5 The Chair ensures that all motions and agenda items are within the scope of Students' Council and excludes any items from the agenda that do not meet this requirement.

5.1 The Chair provides a written report highlighting any items submitted to but excluded from the agenda.

- 6 The Chair ensures that discussions remain focused and within the scope of Students' Council.

- 7 When applicable the Chair delivers a verbal report that includes disclosed and alleged conflicts of interest.

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Deleted: investigations committee

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8 The Chair has ongoing communication with elected representatives and SAMU employees on matters relating to governance or Students' Council business.

9 The Chair will seek to enhance knowledge relevant to these responsibilities through professional development.

10 The Chair is evaluated by the Students' Council Review Committee in August and March each year.

Appointment and Removal

11 Following a search process, the Chair is appointed by Students' Council for a one-year term that begins on May 1 and ends on April 30 of the following year.

11.1 The appointment of the Chair is done no later than April 30 following the search process.

11.2 The appointment of the Chair is renewable upon annual review and recommendation.

12 If the Chair position becomes vacant, a new Chair or interim Chair may be appointed for the remainder of the current term.

13 If the Chair is found not to be upholding these expectations or otherwise acting against the interests of SAMU, Students' Council may censure or remove the Chair.

Remuneration

14 The Chair is remunerated \$125 for each Students' Council meeting attended.

[X The Chair is remunerated \\$20 per complaint review or committee meeting up to \\$300 for Committee work assigned per the committee Terms of Reference.](#)

15 Changes to remuneration of the Chair require the recommendation of the Governance Remuneration Advisory Committee.



STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY

Policy

Fact Sheet

Approvals:

First Approval – March 19, 2014

Last Approval – February 20, 2019

Review Date: February 20, 2020

Source and Updates:

March 19, 2014: *Role and Responsibilities of the Chair of Students' Council* approved by Students' Council motion 2014-03-19-6.4. Source material drawn from *Students' Council Policy 23 – Chair of Students' Council*.

March 18, 2015: *Role and Responsibilities of the Chair of Students' Council* approved by Students' Council motion 2015-03-18-6.2 upon recommendation of the Appointment Advisory Committee.

March 21, 2018: *Role and Responsibilities of the Chair of Students Council* approved by Students' Council motion 2018-03-21-7.4 on the recommendation of the Governance Remuneration Advisory Committee. Changes include an update to use gender neutral pronouns as well as an increase in remuneration from \$75/meeting to \$125/meeting.

February 20, 2019: *Role and Responsibilities of the Chair of Students' Council* approved by Students' Council motion 2019-02-20-7.1 on the recommendation of the Bylaws and Policy Committee. The mandatory requirement to post the Chair position after a third term was changed to allow for the reappointment of the Chair upon annual review and recommendation.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION		
Meeting Date	Submitted By	
December 21 2022	Larissa Williams, Vice President Operations and Finance	
Agenda Item Title	Membership Status of Secondary Students	
Action Requested	<input type="checkbox"/> Motion	<input checked="" type="checkbox"/> Consultation Item
AGENDA ITEM DETAILS		
Motion Title	n/a	
Background Information	Please see attached documents. Question: Do you feel as though SAMU has the authority to speak on behalf of Students currently considered Secondary Student Members under SAMU's Bylaws?	
Alternative Considerations	Listed in documents	
Risk Management Considerations	Legal Risk, Reputational Risk with the School of Continuing Education Budgetary Risk Risk to Students with the Secondary Student Membership Currently	
Strategic Alignment	<input checked="" type="checkbox"/> Attached Strategic Alignment Checklist is complete	
Implications	Dependant on Consultation	
Related Documents	SAMU Bylaws	
Follow Up Action	Depending on Consultation	
Review History	EC General Manager Governance Advisor	

Strategic Alignment Checklist

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

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

Focus Areas	Not consistent	N/A	Consistent
Student Experience & Engagement			
The overall student experience is enhanced by the opportunities provided by SAMU.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.1 Put the finishing touches on the SAMU building, enhancing the safe and intentional spaces for students to gather, relax and study.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Student supports provided by SAMU are responsive to unique and evolving needs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
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Strengthening SAMU Operations			
SAMU is an innovative and sustainable organization with an engaging work environment.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Question: Do you feel as though SAMU has the authority to speak on behalf of Students currently considered Secondary Student Members under SAMU's Bylaws?

Post-Secondary Learning Act (PSLA)

The PSLA states that:

93(2) Each students association is a corporation and consists of the students of the public post-secondary institution, other than students enrolled only in non-credit courses and, in the case of a university with a graduate students association, graduate students.

The PSLA does not provide a definition of "non-credit courses" To find a definition of a Non-credit Course we look to MacEwan Policy.

MacEwan Policy

The Classification of Registered Students Policy defines the following terms:

Credit Course: A course which confers recognition that can be applied to the completion of a Ministry approved credential.

Non-credit Course: Normally for personal or professional development and may contribute to the completion of a Faculty/School approved credential

Within the Credentials Policy

3.0 SCOPE AND DEFINITIONS

3.1 The University may issue the following Ministry approved credentials:

- Baccalaureate degree
- Applied degree
- Diploma
- Certificate
- Post-diploma certificate
- Post-basic certificate
- Post-degree certificate
- Post-degree diploma

3.2 MacEwan University may issue the following institutional credentials:

- High School Equivalency Diploma
- Certificate of Achievement

3.3 MacEwan University may also issue documents recognizing successful completion of learning activities

including:

- Certificate of Attendance
- Professional Development Certificate

4.0 Regulations

4.2 Ministry Approved Credentials

4.2.1 Baccalaureate degrees, Applied degrees, Diplomas, Certificates, Post-diploma certificates,

Post-basic certificates, Post-degree certificates and Post-degree diplomas, may be issued by the University to those individuals who have satisfied all program and university requirements, based on the nature of the credential outlined below. Programs for which these credentials are awarded have received Ministry approval.

SAMU's Bylaws

A Secondary Student Member is defined in SAMU Bylaws as:

A Secondary Student Member of SAMU is a student enrolled in a secondary level courses at MacEwan University.

Traditionally this means that the students that qualify for are English as a Second Language and University Preparation

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Currently SAMU has no agreement in relation to this membership status. The membership status was granted in the 2013 bylaw revisions though the reasoning behind this status change seemed to be so that we could collect fees from them as these students were using our services, they are charged a smaller fee to cover the costs of programs, services and events.

There are potential next steps to this situation, depending on what the outcome of this consultation is. At the end of the day, we just want to ensure that we are dealing with things above board. They are as following:

1. We see them as SAMU Members and feel as though we have the authority to speak on their behalf
  1. We will redefine the parameters of their Secondary Student Membership more clearly
  2. They get a new membership classification, that is associated to SAMU
  
2. We do not see them as SAMU Members and that we don't have the authority to speak on their behalf
  1. We remove them from the bylaws and receive no access to programs/services from SAMU
  2. We remove their member status from our bylaws but work with the students and MacEwan to get an agreement in place to help support these students as well

This information has been sent to legal for an opinion.