



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

**Agenda for the Students' Council Meeting of the
Students' Association of MacEwan University
February 15, 2023 at 6:00pm in Council Chamber**

Voting Members:

Gabriel Ambutong, Councillor
Jakob Cardinal, Councillor
Freja Cartujano, Councillor
Jayden Depeel, 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

SAMU Officials and Council Support:
Timothy Jobs, Chair
Darryl Kostash, General Manager
Alan Honey, Governance Advisor
Grace Tsang, Admin Support

Absent:

Abby Beka, Councillor

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 FEBRUARY 15, 2023

2.2 MOTION

TO APPROVE THE MINUTES OF JANUARY 18, 2022

3. Presentations

3.1.

4. For Information

4.1. Reports

4.1.1. President

4.1.2. Vice President Academic

4.1.3. Vice President External

4.1.4. Vice President Operations & Finance

4.1.5. Vice President Student Life

4.1.6. Town Hall (VP Operations & Finance)

4.1.7.

4.1.8.

4.1.9.

4.1.10.

4.2. Executive Committee Minutes

Minutes of January 11, 16, & 25, 2023 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. Breakfast Club – Request for Additional Funds

***MOTION TO APPROVE AN UNBUDGETED EXPENDITURE OF AN ADDITIONAL \$12,000.00
TO G/L 534100 FOR BREAKFAST CLUB***

VPSL/

Favour:

Oppose:

7.2. The Pantry – Request for Additional Funds

MOTION TO APPROVE AN UNBUDGETED EXPENDITURE OF AN ADDITIONAL \$12000.00 TO G/L 535540 FOR THE PANTRY

VPSL/

Favour:

Oppose:

7.3. Student Representation Policy

MOTION TO APPROVE THE STUDENT REPRESENTATION POLICY ON THE RECOMMENDATION OF THE BYLAWS AND POLICY COMMITTEE

VPO/

Favour:

Oppose:

7.4. Roles and Responsibilities of the Board of Governors Student Representative Policy

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

VPO/

Favour:

Oppose:

7.5.

8. Consultation

8.1

9. Evaluation

9.1

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: March 15, 2023

Meeting adjourned at



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

**Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
January 18, 2023 at 6:00pm in Council Chamber**

Voting Members:

Gabriel Ambutong, Councillor
Abby Beka, Councillor
Jakob Cardinal, Councillor
Freja Cartujano, Councillor
Jayden Depeel, Councillor
Myles Dykes, President
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Elaine Tran, Vice President Student Life

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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
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Absent:

Meeting called to order at 6:00pm.

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2. Approvals

2.1 MOTION

TO APPROVE THE AGENDA FOR JANUARY 18, 2023

PHAN/TESFAY

CARRIED

2.2 MOTION

TO APPROVE THE MINUTES OF DECEMBER 21, 2022

BEKA/TAN

CARRIED

3. Presentations

3.1. Council of Alberta University Students (CAUS)

4. For Information

4.1. Reports

4.1.1. President

As presented

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

Reminder re. feedback form responses at end of meeting. Reminder re poll sent to everyone.

4.1.6. Appointment Advisory Committee

4.1.7. Audit Committee

4.1.8. Leadership and Review Committee

4.1.9. Governance Remuneration Advisory Committee

4.1.10. Budget and Finance Committee

4.1.11. Bylaws and Policy Committee

4.1.12. Executive Committee

4.1.13.

4.2. Executive Committee Minutes

Minutes of December 14, 2022 and January 4, 2023 provided.

5. Question Period

5.1. Written Questions

Phan - To President: (I love the photo included as always!) **Tuition Increased by 5.5%**

Pres - When consulting with SAMU on tuition and fees, administration is primarily looking at the revenue that the institution generates. The university's primary sources of funding are the AB government, tuition and fees, and ancillary services (bookstore, food services, etc.). In the short-term, the university will likely not get an increase to the government grant and ancillary services will likely not have growth with consumers' reigning in spending. In response, the university has a couple of options if they want to balance their budget in the midst of inflation; reduce expenses in the operating budget, utilize the current year's predicted surplus to support operations next year, or increase tuition and fees.

The university chose the easiest lever to utilize and not shake the status quo. To cut expenses would mean not moving forward on Teaching Greatness and to allocate from the surplus means those funds can't be used to capital projects like buildings or purchasing land. When SAMU was in consultation with administration, they did not directly point to programs or services that would face financial constraints if tuition was not increased. For this year and next year, services are expected to remain at the same level. The SAMU Executive is hoping to partake in more discussions with administration on the allocation of funds and how they can best be utilized to support students.

Phan - What services the administration claimed to reduce if the tuition increase was not approved? At the moment, will services remain the same/added compared to now that tuition is increased?

Phan - I found that not communicating to students officially about the extra 5.5% increase on top of 7% increase annually is outrageous, what are their motives/reasons for this?

Pres - Unfortunately I can't speak to the motives of the university for their reason to not communicate the tuition increases, though like previously mentioned I think it provides room for opportunity as SAMU if we communicate it in the right way. For more on this, please see my answer to Councillor Tesfay.

Phan - Is SAMU going to increase the membership fees to adjust to inflation?

Pres - The SAMU membership fees are automatically adjusted to CPI meaning that our fees will increase by 6.6% this next fiscal year. This automatic adjustment is built in to our Finance Policy. There has been discussion about putting a cap on the maximum allowable increase, given that these membership fee increases are directly paid by students. Where we struggle with this is balancing it with the needs that we're seeing student face, such as with food insecurity and general affordability. Our budget lines go to directly supporting our membership, and with inflation the expenses of these budget lines have seen exponential increases in some departments.

Phan - To VPA: **UDL Project** (hooray)

- Congrats on the process! What departments or faculties would this project start with? How will the integration process look like (added features on Meskanes, mystudentsportal, separate app, etc)?

Vpa - Thank you for the kind words. At the moment, we are not working with specific departments or faculties. However, MacEwan's newly launched UDL Committee will focus on developing networks and projects with instructors and working with the Center for Teaching and Learning to develop UDL in the classroom.

UDL is an important component to aiding students to have a successful experience at MacEwan. There are multiple methods to integrate UDL into the classroom, but some of the most prominent are about increasing the ways you engage with course material. This can take the form of different assignment options via presentation, audio recording, or written statement. Flexible working spaces are another UDL concept we'd like to see more of, especially with the uptake in hybrid courses and the increasing ease at recording and delivering video lectures online. I'm hoping that this symposium can continue to generate motion in the faculty and perpetuate it further.

Tesfay - This question is directed to the President. In the final part of your report, you mentioned that there is an opportunity for SAMU to be the one to communicate to students about the increase in tuition. Although I see the benefit of getting the message to students, I also see the potential risk of students associating the tuition increase with SAMU. Is there an option to advocate for MacEwan to notify students instead of having SAMU be the only entity to inform the students of the tuition increases?

Pres - Thank you for your question! This risk in communicating the decision to students is one that we have taken into account, and I feel as though we can mitigate it by clear and concise communication. Recently, the Student Affordability Response Group was created to assess how we can respond and address the compounding issues of affordability on behalf of students. This group, composed of executives and staff support, decided that the first action must be communicating the decision of increased tuition towards students so that they would have the most accurate information when helping inform our group of how we should respond via the survey we are in the middle of producing. One of the reasons I find it necessary to inform students is to challenge the narrative that some students possess; that tuition increases, while bothersome, are necessary because of the cuts our university has faced in past year's. I want to be clear--MacEwan's financial position as a university is one of the best in the province given our nimbleness and low deferred maintenance.

We as SAMU would still have the option to advocate to the university for them to be the ones to communicate the decision. This feedback is something I will provide for EC and SARG as we have discussions regarding communications.

5.2. Oral Questions

Topics include: Winter NSO tabling; YEG Nighttime strategies; proposed bylaws; tuition and fees; finances at MacEwan U; Indigenous Learners Circle & associated communications; conveying information re. tuition increases to students;

*Sempala leaves at 7:10pm.

6. In Camera Period

7. Motions & Business Orders of the Day

8. Consultation

9. Evaluation

10. Recognition

11. Adjournment

MOTION TO ADJOURN

ZIDAN

CARRIED

Next Meeting Date: February 15, 2023

Meeting adjourned at 7:20pm.



Students' Council Report

VP External

February 15th, 2023

Hello Council! Here is my report since the January meeting of Students' Council.

Executive Summary

1. Review of CAUS Executive Director
2. CAUS Counterparts/Advo Week
3. Pantry Donation Announcement
4. SAMU ED(ucation)
5. Meeting with Advanced Education
6. Pizza and Portfolios



Student Experience & Engagement

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

Pizza and Portfolios

Please look at the VPO's report for the entire comments on the matter, but I just want to say how much I appreciated how many of you showed up to that event, and made it a success. We have struggled with similar events in the past, so it was refreshing to see so many of you bring your buy-in and enthusiasm to the table (literally).

Student Voice

The Student Voice is amplified by SAMU.

Council of Alberta University Students (CAUS) Counterparts/Advo Week

As some of you who have been reading closely to my reports may remember, we have 3 "Counterparts Conferences" through CAUS in a year. The third and final one is fast-approaching, and will be upon us in a couple weeks. As Vice Chair, and as the host school for this event, we have been involved much more heavily with the planning and execution of the event. This conference will focus on preparation for our advocacy week, professional development for delegates, and focusing on any ways that we can support one another as we head into transitioning our successors. While it is a closed conference for CAUS primary/secondary delegates, if you want to be introduced/chat with any of my colleagues from CAUS, shoot me a message and I can absolutely introduce you!



Meeting with Advanced Education

As part of my newly regained obligations as Vice Chair of CAUS, I partook in our monthly check-in meetings with the ministry in charge of post-secondary education in this province. On the tail of some new conversations around free speech (more on that later), I am happy to say that the ministry agrees that affordability is still of paramount concern, regardless of the flashpoint that was a certain Francis Widdowson. We know that students can care about multiple things, but I am of the persuasion that meeting basic needs trumps nearly any other concern for our students, and I am optimistic of what we will hear come budget drop day on February 28th.



Student Supports

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

Pantry Donation Announcement

Theresa Vladicka, acting Vice-President University Relations, and Kevin Fitzgerald, Associate Vice-President Alumni and Development, contacted me about speaking at a team-building event for their departments earlier this month. In short, these two departments had a friendly competition to see who could provide the most to The Pantry. I really want to stress how much we appreciate being the subject of their charitable efforts, and I emphasized how much it means that they want to further support the students they share the halls with. When the dust settled, University Relations ended up with the most donations, and the total donated by both equated to approximately 90 hampers (or, 10 days worth of food for 90 students)! Considering the insane amount of increase we have seen in food-support demand this year, this really goes a long way to help students.

Strengthening SAMU Operations

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

SAMU ED(ucation)

I am genuinely so stoked to be working on the first drafts of what will eventually be the modules to explain the EC roles to future executives! In short, these are little Moodle courses that will explain what SAMU is, what EC is, and what each of the EC portfolios are about. This is still taking shape, but if you are thinking of running for EC (or just passionate about education as a concept), please send me any things you think

VPE Report to Students' Council

Submitted February 10th, 2022

Page 4 of 8



could use a good explanation! Being around here so long, it is unclear to me what is hard to grasp/obscured and what is obvious about these roles.



Other:

Review of CAUS Executive Director – Continued

As I mentioned last month, I have been working on the review of the Executive Director of CAUS. I am happy to say we have contracted professional help from Daryl Johnson, and we are looking forward to having a process we can replicate and improve upon each year. This takes a decent amount of my time, hence why you are hearing about it (even though I do not have much to say on it).



Closing Remarks

Francis Widdowson! Did any of you folks hear about that drama? In short: a former prof from Mount Royal (who was fired last year for her radical views on the “benefits” of residential schools) was given varying degrees of opportunity to speak at the University of Lethbridge about her opinions on Indigenous history, ways of knowing, and “wokeism”. The University discouraged her from speaking, but did not (and can not) outright ban her from the public space. Here is a great (and short) interview clip from my colleague and CAUS Chair, Samantha Scott. <https://www.cbc.ca/listen/live-radio/1-5-calgary-eyeopener/clip/15964625-campus-free-speech?onboarding=false> Samantha is the VPE for the University of Lethbridge Students Union, and she was heavily involved with the issue, and she clarifies some common misconceptions very well. If you want further reading on the situation, Alex Usher has a really cool post about it that takes about two minutes to read. <https://higherstrategy.com/chicago-to-lethbridge/>

I heard a really interesting phrase the other day, something like “if you wait in the barbershop long enough, you will get a haircut”. My apologies if it was one of you who told me that, I feel as if it might have been Joseph. Any who, it got me thinking of the power of being persistent. When I first joined SC (almost exactly 5 years ago), I never thought this work even was for someone like me, let alone being on EC. But, I persisted and stuck around, and eventually shifted from the timid new person, to that SAMU dinosaur that has been around forever. Getting to do this role for the better part of the last two years has been an immense privilege, but I want to stress that sticking around and having people who believed in me is what eventually led to me stepping up my involvement. So, as these things go, I want to reiterate that I believe in each and every one of you, and if you are willing to be persistent, you can achieve things far beyond the limits you place on yourselves. For some of you, I hope that is EC, but I know many of you will make incredible contributions to your communities through other means, and I have never been more confident of the abilities of a group of SC as I am with you all. I



realize I am taking full liberties with treating this as a blog post, but as always, I appreciate those who take the time to read my ramblings!

All the best,

Matthew Yanish
2022-2023 VP External



Students' Council Report

Vice President Operations & Finance

February 15th, 2023

Good day Council! It is crazy to think that we are already in the middle of February! Time has really just flown by way to quickly! Without further ado, please see below for my report detailing the events that occurred from January 11th to February 8th 2023.

Executive Summary

- Pizza and Portfolios
- Governance Review Implementation Update
- SAMUxSCE
- Committee Meetings

Student Experience & Engagement

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

Student Voice

The Student Voice is amplified by SAMU.

EC Elections – Pizza and Portfolios Event

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



Pizza and Portfolios occurred during this reporting period and saw people come out to the student lounge and interact with EC about our roles. The main objective of this event was to encourage people to run, but also had secondary objectives which were to get more students informed about what members of EC actually do and to encourage students to subsequently vote in the upcoming elections. EC would classify this event as a success. We saw around 80 students come in and spend time with the executives and learn more about governance and SAMU in general.

Food For Thought

The Student Voice is amplified by SAMU.

Food for Thought also happened and was a success. Please see the separate report regarding the Town Hall.

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.

The Bylaws went through their public consultation at the town hall and are currently being prepared for their first reading at Council!



I finished up the Committees restructuring proposal and presented it to the Executive Committee. The Committees proposal is set to have BPC's eyes on it at the end of the month so stay tuned for more information.

Governance Remuneration Advisory Committee (GRAC) Meeting

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

GRAC had a couple meetings during this reporting period. During these meetings we finalized the Executive Committee remuneration, and had fruitful discussions on Councillor remuneration and also approved the removal of the board of governors representative remuneration appendix.

Bylaws and Policy Committee (BPC) Meeting

4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes.

BPC met to discuss the Student Representation Policy which is on the table at the meeting tonight. As well as conversations where had regarding the Roles and Responsibilities of Elected Representatives Policy, though no changes were made to the document at that time.

SAMUxSCE Meeting

SAMU is an innovative and sustainable organization.

Before the public consultation of the Bylaws, the Executive Committee and the General manager met with the Dean of the School of Continuing Education to discuss where we stood as an organization regarding the SCE students and the decision to pursue affiliate status for School of Continuing Education students. There are still lots of details that



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

need to be worked out but we are looking forward to continue to work with the School of Continuing Education to find ways to support these students going forward.

Closing Remarks

I hope you all are taking care of yourselves and studying hard (but not too hard)! 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
savpopoperations@macewan.ca

Students' Council Report

2023 "Food for Thought" Town Hall

February 15, 2023

Hello Council,

As per policy, a report is to be submitted to Students' Council for the town hall. This report is a summary of the event in its entirety.

Event Summary

For the first in-person town hall since the pandemic occurred, we were going to do a hybrid of the two previous types of Town Hall's: The Q&A session like last year mixed in with the tabling of years prior. As we know this is not necessarily how it played out, though this was a decision made during the event due to the success that Council was having tabling.

Leading up to the event we had a day for soliciting questions from students that was going to be used for the Q&A portion of the event. These questions will be stored and kept for information.

The town hall had 5 topic themes with Councillors stationed around 4/5 of the theme tables. The 5 themes are:

- Fees / Health and Dental / U-Pass
- Government Advocacy / Governance / Getting Involved
- Academics / Online Learning / Modality of Learning
- Programs & Services / Student Groups
- Bylaws and Building Feedback

There were no Councillors around the Bylaws and Building Feedback table because those were online forms for students to fill out. The 4 tables had 1 Executive and 3-4 Councillors who were expected to be knowledgeable in their assigned areas.

Analytics

- 113 Students attended the Event (a 3325% increase from the 4 people that attended the Town Hall Last year)
- 15 Students filled out the Bylaws Feedback form, 5 Councillors filled out the Bylaws Feedback Form that was sent out to them after the event concluded
- 19 Students filled out the Building Feedback Form
- The Instagram poll saw 44 Questions solicited by students.

Student Feedback

The feedback collected from Councillors physically is still being amalgamated, though the online feedback from the Bylaws and Building Surveys are currently ready to share for Council.

Building Feedback

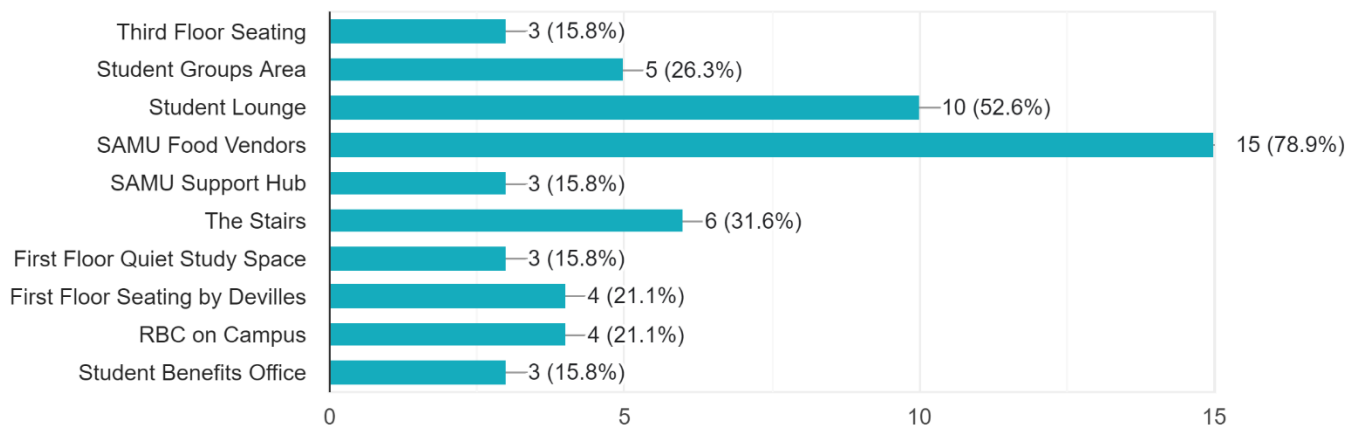
The building feedback form was created as a touchpoint with students as we have finished the first real term with students present in the building and wanted to get a pulse on what students were thinking. The form quite simple and had 2 questions on this. They were:

- What areas of the SAMU Building do you commonly visit?
- What would improve your experience in the SAMU Building?

Some Results to note are:

What areas of the SAMU Building do you commonly visit?

19 responses



Some responses to the second question included:

“Add an art gallery where art students can display their work :) kind of like a mini museum!”

“Outlets for the third floor would be beneficial. As well, the door of the second floor Student Lounge is quite heavy and some students have gotten trapped trying to open it.”

“Make it more eye-catching. I don't think adding new rooms is needed yet. But it does feel a bit bland at times. Maybe some visual art displays of some kind, floor and wall decals, plants, etc. Better use of lighting would be great for the student lounge area, for events.”

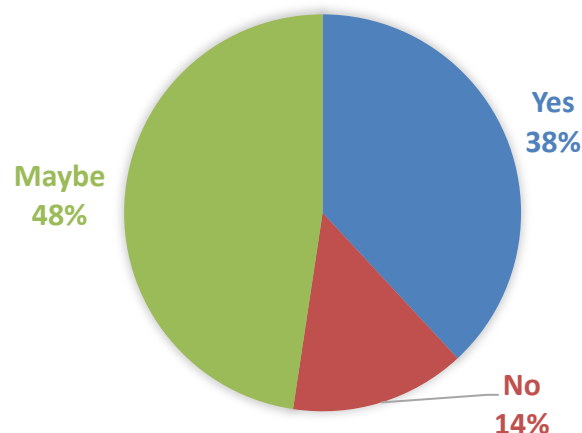
Bylaws Feedback

Here is some of the feedback from the Bylaws Form. There were 14 questions to the survey varying from a pick a clause, yes no to short answer responses. Most of the changes were widely accepted.

Here are a few of the questions that drew more interesting responses:

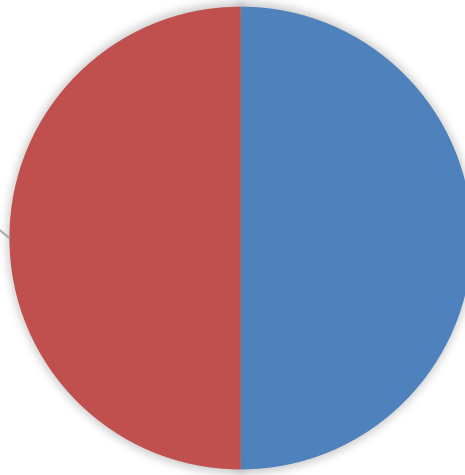
(The general student population feedback collected at the town hall and Council feedback collected shortly after has been combined for the sake of ease)

ARE YOU IN FAVOUR OF REMOVING THE SECONDARY STUDENT MEMBERSHIP AND CREATING AN AFFILIATION CLASS?



CHOOSE THE CLAUSE:

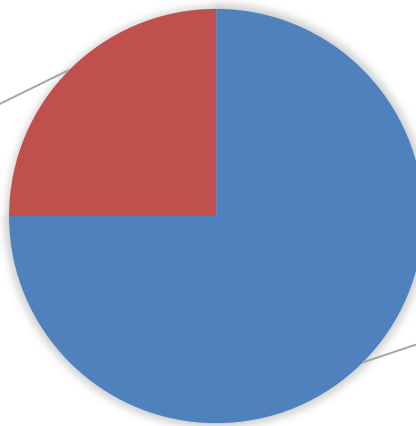
Students' Council
provides for the
creation of an Annual
Report to the
Members of SAMU,
outlining the activities
and status of SAMU
50%



Students' Council
approves an Annual
Report, outlining the
activities and status of
SAMU for publication.
50%

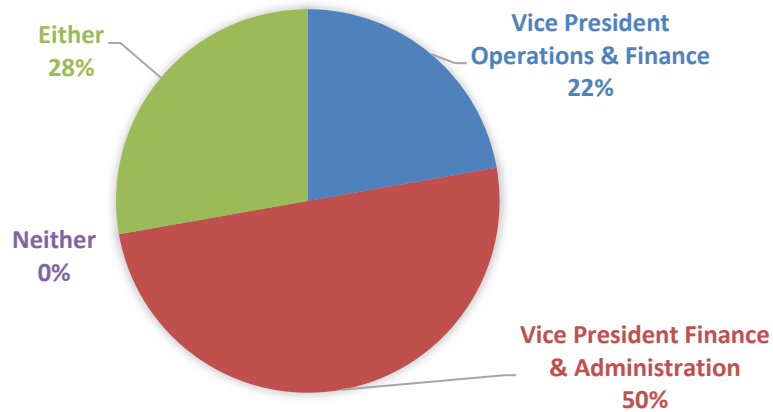
THE EXECUTIVE COMMITTEE OF SAMU IS REQUESTING TO HAVE THE AUTHORITY TO SIGN UNBUDGETED CONTRACTS OF A HIGHER AMOUNT DUE TO THE GROWTH IN THE ORGANIZATION. CHOOSE A CLAUSE:

(OLD) Unbudgeted
contracts over
\$10,000.00 and
contracts which
exceed a one-year
commitment must be
approved by
Students' Council.
Employment
contracts are exempt.
25%

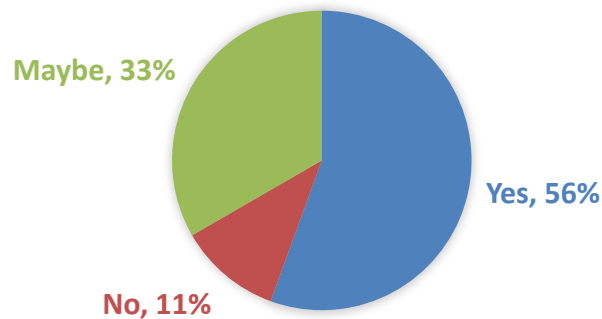


(NEW) Unbudgeted
contracts over \$75,000.00,
and contracts which exceed
a five-year commitment
must be approved by
Students' Council.
Employment contracts and
Tenant Sub-Lease
Agreements are exempt
75%

TO BETTER FIT THE ROLE AND ITS DUTIES SAMU IS PROPOSING CHANGING THE TITLE OF VICE PRESIDENT OPERATIONS AND FINANCE TO VICE PRESIDENT FINANCE AND ADMINISTRATION. PLEASE SELECT YOUR PREFERENCE



THE EXECUTIVE COMMITTEE WOULD LIKE TO GRANT THE GENERAL MANAGER WITH THE AUTHORITY AND ACCOUNTABILITY OVER DIRECTIVES THAT DIRECTLY AFFECT STAFF. IS THAT AN ACCEPTABLE ADDITION TO THE BYLAWS?



Closing Remarks

The Executive Committee considers this event to be a success! From the feedback we heard from Councillors and the opportunities for students to learn more and ask their questions will help spread the word about SAMU and what we do for students!

On a more personal note, I would like to thank Councillors for all their hard work and dedication to learning about your assigned portfolios, overall, this town hall was successful and SAMU looks forward to continuing with the momentum and finding ways for improving it in the years to come.

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

Cheers,

A handwritten signature in black ink, appearing to read 'L. Williams', with a stylized, cursive script.

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



Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
January 11, 2023 @ 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, General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Alan Honey, Governance Advisor

1. Call to Order: 2:33 pm
2. Approval of Agenda:
VPO/VPA
CARRIED
3. Approval of Minutes for: January 4, 2023
VPE/VPSL
CARRIED

| TOPIC | | DISCUSSION | ACTION/MOTION |
|-------|-------------------------------|---|---------------|
| 1. | Bylaws | Vpo - the most updated copy has been provided for your review and comments, we're doing well on timelines. Pres – I like the affiliates as an option, it allows us to have something to offer in our discussions with SCE. VPO – BPC has had a chance to review the draft and there were no concerns that we weren't able to discuss and resolve. | |
| 2. | Student Affairs Meeting Items | Pres - in your view, what are the priorities for students, that we can discuss in our meeting with Tim? We have Safer Walk captured. VPSL – I'd like to add the Campus Safety Plan Discussion. Pres – what about food insecurity? VPSL – not sure what the outcome we're aiming for is, MacEwan has been promoting donations to the Pantry. GM – Staff have been in contact with the university to determine most relevant supports that MacEwan can provide. Money would be the best thing to ask for, we can make the most impact for students with that. VPSL – we still haven't met with the Student Support Coordinator, an update on her work and her role would be useful. We should also ask for a pulse check on student wellbeing based on what they're seeing. | |

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| 3. | Student Space | <p>Vpo - we had discussed adding more tables and chairs to the building, and it's intended to replace the spiral bench on the second floor. The total cost is just over \$12,000, and it would be covered by the Maintenance Fund.</p> <p>GM – these tables will be bolted down, so it'll prevent furniture being moved and dragged into traffic.</p> | <p>MOTION</p> <p>TO APPROVE UP TO \$13000.00 FROM THE MAINTENANCE FUND FOR 2 FLOOR EXTRA SEATING</p> <p>VPO/VPSL CARRIED</p> |
| 4. | Student-at-Large Appointments | <p>Vpsl – we had already reviewed the SVPEC application, I need a vote to make the appointment official.</p> <p>GA – received SAL application for Awards Sub-Committee(ASC). ASC deliberations are scheduled for March 1-3, 2023 & the applicant, who is a Secondary Student Member, is available to attend half the meeting on March 1 but is unavailable for March 2-3.</p> <p>VPSL – I don't know if the ASC appointment makes sense, if they're not able to attend most of the deliberations.</p> <p>VPO – I don't know if it's wise to appoint a secondary member if we are in the process of changing our bylaws in a way that affects them. I would recommend directing the student to the SCE Faculty Council so that they're able to still get the governance experience.</p> <p>VPE – when did the student apply for this?</p> <p>VPO – Given that the GA is absent, I'm guessing this was a new application, as it was not provided to us last meeting.</p> <p>VPE – this is a student I've interacted with and I was able to provide them with a few different ways of being involved, they should have that as a resource as well.</p> <p>VPA – we have four students who have applied for the Dean search, their applications have been provided for your review and comment.</p> <p>VPSL – I would be in favour of Cierra Jacobs, especially given her interest in continuing her work with SAMU. This could be a good development opportunity.</p> <p>VPO – I agree, I think that was the best put together application package as well.</p> | <p>MOTION</p> <p>TO APPOINT TATIANA SCHOPF TO THE SEXUAL VIOLENCE PREVENTION AND EDUCATION COMMITTEE</p> <p>VPSL/VPA CARRIED</p> <p>MOTION</p> <p>TO APPOINT CIERRA JACOBS TO THE FACULTY OF ARTS AND SCIENCE ASSOCIATE DEAN, DEVELOPMENT APPOINTMENT ADVISORY COMMITTEE</p> <p>VPA/VPSL CARRIED</p> |
| 5. | EC/SC Branding | <p>Vpo - this item comes out of conversations we have had outside of EC. Who would like to be involved in this project with me?</p> <p>VPSL – I'm interested, I see this as especially relevant to the work of LRC.</p> | |

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| | | <p>VPA – I'm interested in learning more about these processes, so I'm interested.</p> <p>VPE – I'm also interested in supporting this project, I've had ideas and discussions about it with EC in the past.</p> <p>GM – I would ask folks to remember our honorary members and the plaque for Misha when determining the branding for EC/SC, as those need display space as well.</p> <p>VPO – do we want all of us involved in every meeting?</p> <p>VPA – I don't see the need for that, what I'm primarily interested in is the project planning process. I think there may be too many of us involved, so I'm happy to bow out.</p> <p>VPO – all of EC will be consulted on the decisions we make, so everyone will have a chance to provide feedback.</p> | |
| 6. | Exec Projects | <p>Vpo - after crunching numbers with the VPA, we think we may go over the projected budget for the Indigenous Learners Circle, so the VPSL has volunteered to provide an additional \$250 from her project line in support.</p> | <p>MOTION</p> <p>TO APPROVE AN ADDITIONAL \$250 FROM G/L 524500 FOR THE INDIGENOUS LEARNERS CIRCLE PROJECT</p> <p>VPO/VPSL CARRIED</p> |
| 7. | MacEwan Events | <p>Vpsl - I've sent out calendar invites for Mental Health Week, and most folks have responded to them. Some of these events require registration, so I'll send registration links. I've also added Black History Month events that MacEwan is hosting, and since we did not support planning, we should make it a priority to attend.</p> | |
| 8. | NIAC | <p>Pres - the report has been presented for your review, with the hope that it will help us decide how to move forward with regards to sending Indigenous student representatives to CASA.</p> <p>VPA – I've been asked by NIAC to attend the Halifax conference, and I have formally been invited to take on a co-chair role for the coming year.</p> <p>VPO – I would like to know if there are gaps the VPA found in support, and how we can improve our approach for future students.</p> <p>VPA – apart from what's in the report, the conference can be stressful and demanding, and a new student could struggle with that, similar to how newly elected executives do. I think if students received training and support, like I did, it would fill those gaps. The NIAC group was very supportive, and fostered the group dynamic well. I do believe there are gaps, but I think there are nets to catch people if they fall through those gaps. I believe there are supports available, and a big indicator of success is going to be the next person's willingness to use those supports to succeed.</p> <p>VPO – the next steps for me are building an appointment process. Does it make the most sense to align that with the EC term?</p> | |

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| | <p>VPA – NIAC has a different schedule, I would have to look into it.</p> <p>Pres – I think I'm struggling with two versions of what this role could be, and how embedded the NIAC role is in the SAMU Executive. We want to make this an opportunity for students who may not get that through EC.</p> <p>VPA – we can liaise with kihew waciston to help with recruiting future students, and we can market that to students and hope that a viable candidate comes from that process. If that doesn't happen, the worst case scenario is that SAMU won't send a NIAC representative that year.</p> <p>VPE – would the NIAC representative be elected or appointed?</p> <p>Pres – I think our model was to have the appointment happen with EC.</p> <p>VPO – I think aligning the appointment with BoG and GFC appointments makes the most sense, that way this student and the other reps appointed around that time can form a kind of collective. I wouldn't recommend having the NIAC representative being an EC member, because it muddies the waters of what is EC work and what is NIAC work.</p> <p>VPSL – I think the NIAC representative should attend Foundations and Advocacy Week for CASA, in addition to the NIAC conference itself, as those are where I see the value in their contribution. I think tying it to EC would rob students who wouldn't otherwise have this opportunity, so it should be a student at large for the role.</p> <p>VPE – I don't think NIAC should be tied to any of the EC roles. NIAC is intended to promote participation for students who would not otherwise have access, so even if we end up with an Indigenous person on EC, there is no reason why we can't also recruit a student to be our NIAC representative, in addition to the representation at the EC level. I agree that Foundations and Advocacy Week are the main conferences for our NIAC representative to attend. I'm also wondering if this position can also be expanded from NIAC representative, to a wider Indigenous Student Representative model, that's something to think about for us.</p> <p>VPO – I like the idea of expanding the role, we can change the title and expand the scope as well, but the primary travel would be with CASA.</p> <p>VPSL – I like the idea of remuneration for students if they're expected to attend meetings or training apart from conferences.</p> <p>VPO – the remuneration would be similar to the model used for GFC student representatives, where students are remunerated on a per meeting basis.</p> <p>Pres – it seems like we have clarity on the process. What we need to clarify is what this means for this year's AGM and SAMU's attendance.</p> <p>VPE – the way I see it, I think there was a lot of value in having a NIAC rep at Advocacy Week, but there is some complexity with the current rep being our returning NIAC representative, given the VPA's intention to re-run for an executive position. In my view, there is not a lot of value in the</p> | |
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| | | <p>VPA attending AGM, if the VPA may be ineligible to be the NIAC representative upon their re-election.</p> <p>VPA – I would like to run for VPA and I would like to be the NIAC representative next year, I have the capacity to do both.</p> <p>Pres - is it worth considering running for the VP External role then?</p> <p>VPSL – I think that may be worth considering, given that the VP External would have priority for the NIAC role, in case there is no interest from the general student population.</p> <p>Pres – is there a possibility for us to find a solution that doesn't necessitate the VPA attending AGM?</p> <p>VPA – I can discuss the possibilities with the current NIAC co-chair, to see what options we have.</p> <p>VPO – my goal is to get documentation done for February for the appointment process. What I'm hearing is we don't want the NIAC rep to be an EC member, how do we reconcile that with where we currently are?</p> <p>VPA – I would have to look into it further, to see the possibilities.</p> <p>GM – we could write the policy so that the VPA this year can be grandfathered in under the current structure, and the proposed structure can be for those following the next year.</p> <p>Pres – based on the rationale shared here, I don't see the value in having the VPA attend CASA AGM this year, and we can discuss how we manage that in relation to next year.</p> <p>VPO – we need to take a step back and consider if it's best for our organization and our students to send the VPA to the conference, despite the external prompts.</p> | |
| 9. | Project Updates | Google Drive: Workplan & Priorities Planning folder | |
| 10. | President's Report | A written report will be provided to EC. | |
| 11. | VP Academic's Report | A written report will be provided to EC. | |
| 12. | VP External's report | A written report will be provided to EC. | |
| 13. | VP Operations and Finance's Report | A written report will be provided to EC. | |
| 14. | VP Student Life's Report | A written report will be provided to EC. | |
| 15. | General Manager's Report | Pantry Budget Update HR Update Building Branding Budget Planning Meeting Booths Director of Programs and Services Hiring EC Coordinator Hiring Ponoka Campus The Lookout Permitting Finance Records Keeping Update Student PD Grant Marketing Composting in the Building | |
| 16. | Recognition | Pres – myself for keeping the meeting on track | |

4. Adjournment

Time: 4:30 pm



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
January 16, 2023**

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, General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Alan Honey, Governance Advisor

| TOPIC | | DISCUSSION | ACTION/MOTION |
|-------|------------------------|------------|---|
| 1. | Unbudgeted Expenditure | | MOTION TO APPROVE AN UNBUDGETED EXPENDITURE OF AN ADDITIONAL \$22,000.00 TO G/L 535540 FOR THE PANTRY VPSL/VPO CARRIED |



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
January 25, 2023 @ 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, General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Parvin Sedighi, Advocacy Coordinator

1. Call to Order: 2:34 pm
2. Approval of Agenda:
**VPA/VPSL
CARRIED**
3. Approval of Minutes for: January 11 and 16, 2023
**VPSL/VPE
CARRIED**

| TOPIC | DISCUSSION | TIME | ACTION/MOTION MOTION |
|----------------------------|---|--------|---|
| 1. 2023/24 Student H&D Fee | Vpo - Objective: determine the 2023/24 student health and dental fees VPA – I support the proposal as it is, increasing dental coverage is something students will benefit from, based on personal experience. VPO – as it is, some services students rely on within the health plan (massage, physio, etc) require a doctor's notes in order to use it, and we will be getting rid of that for the next year. Pres – it seems like we're on the same page here. | 5 mins | TO APPROVE THE HEALTH INSURANCE RATE AT \$114.75 PER TERM AND THE DENTAL INSURANCE RATE AT 93.37 PER TERM FOR THE 2023-2024 ACADEMIC YEAR VPO/VPSL CARRIED |
| 2. MCCRF | Objective: ensure organizational accountability and stewardship of funds | 5 MINS | TO APPROVE THE MISSING CREDIT CARD RECEIPT FORM FOR MATT YANISH, IN THE AMOUNT OF \$72.16 DATED NOVEMBER 10, 2022 |

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| | | | | VPO/VPSL CARRIED |
| 3. | Student Groups | <p>Vpsl - all three applications have been sent to you, so you have a chance to view them. I didn't have any concerns with any of the applications.</p> <p>Pres – it's exciting to see how student groups are starting up organically</p> | 5 mins | MOTION TO APPROVE THE MACEWAN GLOBAL STUDENTS STUDENT GROUP, THE UNO CLUB, AND THE ALLARD HALL ARTS COLLECTIVE VPSL/VPO CARRIED |
| 4. | VP University Affairs Hiring Committee | <p>Pres - after a discussion and reviewing capacity, the VPO was the person best positioned to take on this work.</p> | 5min | MOTION TO APPOINT LARISSA WILLIAMS TO THE VP UNIVERSITY AFFAIRS HIRING COMMITTEE PRES/VPSL CARRIED |
| 5. | Budget Things | <p>Vpo – Bylaws and procedures say two different things, we will need to go to Council for the additional \$12,000. It has been remedied in the new draft bylaws. Shoutout to DK for realizing it.</p> <p>VPO- we'll need to rescind a motion for money we didn't end up spending on Winterfest, and to add funds to the pantry in a way consistent with our bylaws, policies, and procedures. For additional money for the pantry, we will need to go to council for approval.</p> <p>Objective: right some funky things</p> | 10 mins | MOTION TO RESCIND MOTIONS 2022-11-08-1 AND 2023-01-16-1 VPO/VPSL CARRIED MOTION TO APPROVE AN UNBUDGETED EXPENDITURE OF AN ADDITIONAL 10,000 TO G/L 535540 FOR THE PANTRY VPO/VPSL CARRIED |

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| 6. | Student Representation Policy Package | <p>Vpo – one of the goals was to take the different pieces on representation in policy and put them all in one place. I'm bringing it forward here to get some feedback from EC.</p> <p>Objective: Receive EC feedback for Board, GFC, NIAC student appointment process</p> <p>*followed by discussion and clarifications of the documents</p> | 40 mins | |
| 7. | Ukraine Week | <p>Objective: Discuss how to support Ukraine Week from a student perspective</p> <p>Vpsl - SAMU is being asked to support Ukraine Week, which gives money to an organization working with the Ukrainian government. This could be financial or marketing support, and there is a range of events throughout the week.</p> <p>Pres- of course we want to support our students, but I'm hesitant to support an organization implicated in active war.</p> <p>GM- we can find ways of supporting students on our campus who are impacted by the Ukraine situation, but we should focus on students.</p> <p>VPA – we should also consider that if we get involved here, we have to be consistent and engage with students when they ask us to get involved in other international or political conflicts.</p> | 5 mins | |
| 8. | Executive Projects Spending | <p>Vpa - I'm looking to add an additional \$200 to the UDL event, as supply rentals ended up costing more than expected. We expected to use SAMU tablecloths, but those ended up being at the drycleaners, so we had to improvise and rent from an external organization.</p> <p>VPO – we don't have a motion for the event at all, so we should move to approve money for the overall event including the addition from the VPA today.</p> | | <p>MOTION</p> <p>TO APPROVE AN EXPENSE OF \$200 TO BE SPENT FROM G/L LINE 524500</p> <p>VPA/VPO DEFEATED</p> <p>MOTION</p> <p>TO APPROVE AN EXPENSE OF \$2000 TO BE SPENT FROM G/L LINE 524500, FOR THE UDL EVENT</p> <p>VPE/VPO CARRIED</p> |
| 9. | Project Updates | Google Drive: Workplan & Priorities Planning folder | 10 mins | |
| 10. | Outstanding Action Items | | 5 mins | |
| 11. | VP Academic's Report | Written report. | 5 mins | |
| 12. | VP External's report | Written report. | 5 mins | |
| 13. | VP Operations and Finance's Report | Written report. | 5 mins | |

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|----|--------------------------|-----------------|--------|--|
| 14 | VP Student Life's Report | Written report. | 5 mins | |
| 15 | President's Report | Written report. | 5 mins | |
| 16 | General Manager's Report | Written report. | 5 mins | |
| 17 | Recognition | | | |

4. Adjournment

Time: 4:40 pm



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

| Meeting Date | Submitted By |
|------------------|------------------------------|
| February 15 2023 | Elaine Tran, VP Student Life |

Agenda Item Title Breakfast Club - Request for Additional Funds

**Action
Requested**

☒ Motion

☐ Consultation Item

AGENDA ITEM DETAILS

Motion Title

To Approve an unbudgeted expenditure of an additional \$12,000 to G/L 534100 for Breakfast Club

**Background
Information**

After Quarter 2 financials came in it was noted that we will need more funds to keep Breakfast Club up and running for the remainder of the term. The cost of food dramatically increased since last January (Jan 2022) when we were doing the budgeting for 2022/23 and therefore are requesting additional funds to ensure that we are able to still provide breakfast club to students

It is important to note that we will not be going over the organizational budget but will essentially be reallocating the \$12,000 from some of the savings that we have made in other departments

**Alternative
Considerations**

Do not allow for the re-allocation of funds.

**Risk
Management
Considerations**

n/a

**Strategic
Alignment**

☒ Attached Strategic Alignment Checklist is complete

Implications

Breakfast club will be able to continue to run.

**Related
Documents**

n/a

| | |
|------------------|-----|
| Follow Up Action | n/a |
| Review History | |

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 checked="" type="checkbox"/> | <input type="checkbox"/> |
| Student Supports | | | |
| Student supports provided by SAMU are responsive to unique and evolving needs. | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" 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 checked="" type="checkbox"/> |
| 3.2 Evaluate and assess student supports to remain relevant and accountable to students | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" 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 checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4.3 Diversify revenue streams to reduce reliance on student fees. | <input type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability. | <input type="checkbox"/> | <input 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 checked="" type="checkbox"/> | <input type="checkbox"/> |



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

| Meeting Date | Submitted By |
|------------------|------------------------------|
| February 15 2023 | Elaine Tran, VP Student Life |

Agenda Item Title **The Pantry - Request for Additional Funds**

**Action
Requested**

☒ Motion

☐ Consultation Item

AGENDA ITEM DETAILS

Motion Title

TO APPROVE AN UNBUDGETED EXPENDITURE OF AN ADDITIONAL 12,000 TO G/L 535540 FOR THE PANTRY

**Background
Information**

After Quarter 2 it has been noted that funds for the pantry are running low. We did not receive the funding that we've received from the government as a food bank and therefore operations and is asking for more funds to ensure the pantry has enough to operate until the next fiscal year. The cost of food dramatically increased since last January (Jan 2022) when we were doing the budgeting for 2022/23 and therefore are requesting additional funds to ensure that we are able to still provide breakfast club to students

It is important to note that we will not be going over the organizational budget but will essentially be reallocating the \$12,000 from some of the savings that we have made in other departments. The Executive Committee has already approved \$10,000 but the pantry requires \$22,000 total to be able to function for the rest of the fiscal year

**Alternative
Considerations**

Seek out other sources of revenue for the Pantry (In Progress)
Do Nothing

**Risk
Management
Considerations**

n/a

**Strategic
Alignment**

☒ *Attached Strategic Alignment Checklist is complete*

Implications

Funding for the pantry will help support students in this affordability crisis.

| | |
|-------------------|-----|
| Related Documents | n/a |
| 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 type="checkbox"/> | <input checked="" 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 checked="" type="checkbox"/> |
| 3.2 Evaluate and assess student supports to remain relevant and accountable to students | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" 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 checked="" 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 checked="" type="checkbox"/> |
| 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 type="checkbox"/> |
| 4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.3 Diversify revenue streams to reduce reliance on student fees. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

| Meeting Date | Submitted By |
|------------------|---|
| February 15 2023 | Larissa Williams, VP Operations and Finance |

Agenda Item Title **Student Representation Policy**

**Action
Requested**

☒ Motion

☐ Consultation Item

AGENDA ITEM DETAILS

Motion Title

To Approve the Student Representation Policy on the recommendation of the Bylaws and Policy Committee.

**Background
Information**

SAMU is the official student voice and provides many different avenues for representing the student perspective. One of the key ways that SAMU provides the student voice is by empowering students themselves to become involved in governance committees within the Post-Secondary Community. The Student Representation Policy is a new policy that summarizes the various positions that SAMU appoints students to to help further the student voice on campus and in the community. This policy is the landing base for the procedures that provide more of the nitty gritty details about the positions including how to apply for the positions. As the Executive Committee appoints these individuals it makes sense to have these act as procedures and cascade from the policy which acts as the accountability measure for Council.

**Alternative
Considerations**

Do not approve - not approving this would mean there is a gap in the organizations power to appoint and have students represent the student voice and whos authority it actually falls to

**Risk
Management
Considerations**

Low

**Strategic
Alignment**

☒ *Attached Strategic Alignment Checklist is complete*

Implications

Student Representation opportunities on campus are clear and transparent in regards to who has the authority over what.

| | |
|-------------------|---|
| Related Documents | Board of Governors and General Faculties Council Representation Procedure Appointments by Executive Committee Procedure Univerisity Governance Representation Procedure Indigenous Student Representation Procedure Committees Policy |
| Follow Up Action | Procedures will take effect and the hunt for applicants will begin |
| Review History | BPC EC 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 type="checkbox"/> | <input checked="" 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 type="checkbox"/> | <input checked="" 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 type="checkbox"/> | <input checked="" type="checkbox"/> |
| 2.1 Develop an Advocacy Plan and implement processes to strengthen SAMU's advocacy program. | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" 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 checked="" 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 checked="" 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 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 checked="" type="checkbox"/> | <input type="checkbox"/> |
| 4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence. | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |

Student Representation Policy

Rationale

SAMU is the official student voice and provides many different avenues for representing the student perspective. One of the key ways that SAMU provides the student voice is by empowering students themselves to become involved in governance committees within the Post-Secondary Community.

Definitions

A **committee member** is a voting member of a particular committee.

An **external committee** is a non-SAMU Committee, for example, MacEwan committees or other external organization committees.

A **student(s)-at-large** is a SAMU member who is not an elected or appointed representative or official, or SAMU staff.

Expectations

1. Committee member responsibilities are outlined in the appropriate committee procedure and committee terms of reference.

Committee Appointments

2. Executive Committee appoints two students to the MacEwan Board of Governors
 - 2.1. One student position is filled by the SAMU President
 - 2.2. The other student position is filled by a student.
 - 2.2.1. If the position is not filled the Vice President Operations and Finance will be appointed
3. Executive Committee appoints four students to the General Faculties Council
 - 3.1. Two Student positions are filled by the specific date the President and the Vice President Academic
 - 3.2. The other two student positions are filled by students.



4. Executive Committee appoints the Indigenous Student Representative to the Canadian Alliance of Student Associations' (CASA) National Indigenous Advisory Committee (NIAC)
5. Executive Committee appoints students to MacEwan Committees
6. Executive Committee appoints students-at-large to SAMU Committees
 - 6.1. Councillors may be appointed to non-SAMU Committees by the Executive Committee as student members.
7. Appropriate training will be provided to members appointed to external committees.

Committee Member Terms

8. Committee member terms are defined in their corresponding procedures.

Recognition of Committee Members

9. Recognition is provided to committee members within 30 days of the end of their term
10. Recognition is awarded at the rates laid out in the relating procedures.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

| Meeting Date | Submitted By |
|-------------------|---|
| February 15, 2023 | Larissa Williams, VP Operations and Finance |

| | |
|--------------------------|---|
| Agenda Item Title | Roles and Responsibilities of the Board of Governors Student Representative Policy |
|--------------------------|---|

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|-------------------------|--|--|
| Action Requested | <input checked="" type="checkbox"/> Motion | <input type="checkbox"/> Consultation Item |
|-------------------------|--|--|

AGENDA ITEM DETAILS

| | |
|---------------------------------------|---|
| Motion Title | To Recind the Roles and Responsibilities of the Board of Governors Student Representative Policy on the Recommendation of the Bylaws and Policy Committee. |
| Background Information | <p>The Executive Committee has been granted the power to appoint Student-At-Larges to MacEwan Committees. After various conversations it was debated and determined that moving the Board of Governors Student Rep decision down to the Executive Committee level - a procedural level, made the most sense as it also aligns with the General Faculties Council appointments which are the second half of macEwan's bicameral governance system.</p> <p>In saying this a procedure was drafted pertaining most of the information found within this policy. The main changes to the policy turned procedure is that this position gets opened back up to all students to provide more students with the opportunity to get involved.</p> <p>This move lines up with the clauses within the Student Representation Policy. If the policy is not approved this move can still occur.</p> |
| Alternative Considerations | Do Not Recind - keeps power in Council's hands but not necessarily the most inclusive nor the best use of Council's time |
| Risk Management Considerations | N/a |
| Strategic Alignment | <input checked="" type="checkbox"/> <i>Attached Strategic Alignment Checklist is complete</i> |
| Implications | Power of appointment remains with the Executive Committee and the pool of people who can apply for this role will increase |

| | |
|-------------------|---|
| Related Documents | Board of Governors and General Faculties Council Representation Procedure |
| Follow Up Action | Move forward with the application process |
| Review History | BPC - For Information EC Governance Advisor |

Strategic Alignment Checklist

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| 4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes. | <input type="checkbox"/> | <input 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 type="checkbox"/> | <input checked="" type="checkbox"/> |

Role and Responsibilities of the Board of Governors Student Representative

Rationale

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

Definitions

Expectations

Role and Responsibilities

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

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

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

Appointment and Removal

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

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

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

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

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

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

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



7 Automatic removal from office occurs if:

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

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

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



Fact Sheet

Approvals:

First Approval – February 20, 2019

Last Approval – January 19, 2022

Date of Last Review: January 19, 2022

Related Documents and Forms:

Source and Updates:

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

January 19, 2022 – Role and Responsibilities of the Board of Governors Student Representative approved by Students' Council motion 2022-01-21-7.2 on the recommendation of the Bylaws and Policy committee. Policy changed from the position being elected during the Executive Committee election to being appointed by Students' Council from current Councillors.