



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Agenda for the Students' Council Meeting of the Students' Association of MacEwan University April 19, 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
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 Governance
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

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 APRIL 19, 2023

2.2 MOTION

TO APPROVE THE MINUTES OF MARCH 15 AND 22, 2023

3. Presentations

3.1.

4. For Information

4.1. Reports

4.1.1. President

4.1.2. Vice President Academic

4.1.3. Vice President External

4.1.4. Vice President Operations & Finance

4.1.5. Vice President Student Life

4.1.6. Students' Council Operations Committee (In Camera)

4.1.7. Budget and Finance Committee

4.1.8. Bylaws and Policy Committee

4.1.9. Governance Remuneration Advisory Committee

4.1.10. Chief Retuning Officer

4.1.11. Leadership and Review Committee

4.1.12. Executive Committee

4.1.13.

4.2. Executive Committee Minutes

Minutes of March 1, 8, 14, 22, and 29, 2023 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

6. In Camera Period

MOTION TO GO IN CAMERA

VPGF/

6.1. Councillor Appointments

6.2. Governance Investigations and Reinstatement Committee Report

MOTION TO GO OUT OF CAMERA

7. Motions & Business Orders of the Day

7.1. Councillor Appointments

***MOTION TO APPOINT _____ AS A COUNCILLOR FOR A TERM OF MAY 1, 2023 TO
OCTOBER 31, 2023***

VPGF/

Favour:

Oppose:

**MOTION TO APPOINT _____ AS A COUNCILLOR FOR A TERM OF MAY 1, 2023 TO
OCTOBER 31, 2023**

VPGF/

Favour:

Oppose:

**MOTION TO APPOINT _____ AS A COUNCILLOR FOR A TERM OF MAY 1, 2023 TO
OCTOBER 31, 2023**

VPGF/

Favour:

Oppose:

**MOTION TO APPOINT _____ AS A COUNCILLOR FOR A TERM OF MAY 1, 2023 TO
OCTOBER 31, 2023**

VPGF/

Favour:

Oppose:

7.2. Audit Committee

Nominees:

Ballot: <https://forms.gle/JhK5JtLTnxey6NuE8>

**MOTION TO APPOINT COUNCILLOR _____ TO THE AUDIT COMMITTEE FOR A TERM OF
MAY 1 TO OCTOBER 31, 2023**

VPGF/

Favour:

Oppose:

7.3. Governance Committee

Nominees:

Ballot: <https://forms.gle/5byKVbH2MQccgtBy6>

MOTION TO APPOINT COUNCILLOR _____ AND _____ TO THE GOVERNANCE COMMITTEE FOR A TERM OF MAY 1 TO OCTOBER 31, 2023

VPGF/

Favour:

Oppose:

7.4. Governance Investigations and Reinstatement Committee Report

MOTION TO MAKE PUBLIC THE GOVERNANCE INVESTIGATIONS AND REINSTATEMENT COMMITTEE REPORT DATED MARCH 23, 2023

VPGF/

Favour:

Oppose:

7.5.

8. Consultation

8.1

9. Evaluation

9.1 <https://forms.gle/AM1eKeZCqmkbEkeT8>

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: May 17, 2023

Meeting adjourned at



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

**Agenda for the Students' Council Meeting of the
Students' Association of MacEwan University
March 15, 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
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

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.

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2. Approvals

2.1 MOTION

TO APPROVE THE AGENDA FOR MARCH 15, 2023

PHAN/ZIDAN

CARRIED

2.1 MOTION

TO APPROVE THE MINUTES OF FEBRUARY 15, 2023

JACOBS/ZIDAN

CARRIED

2.2 MOTION

TO APPROVE THE MINUTES OF MARCH 1, 2023

ZIDAN/TAN

CARRIED

3. Presentations

3.1. 2023-2024 SAMU Budget

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

Period products pilot project update.

4.2. Executive Committee Minutes

Minutes of February 7, 14, and 22, 2023 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

Topics include: Topics include: MacEwan EDI; Student affordability response; effect of EC transition on affordability response; Period products pilot project; Student Groups; EC Transition; Zero textbook cost indicator program; increasing scholarships at MacEwan; GFC meeting; dashboard software at MacEwan; potential for MBA program at MacEwan as School of Business expands; SAMU strategic plan; allocation of budget; AI (CHAT GBT) use by students; Student Health & Dental plan;

6. In Camera Period

7. Motions & Business Orders of the Day

7.1. SAMU 2023-24 Budget

MOTION TO APPROVE THE SAMU 2023-24 BUDGET ON THE RECOMMENDATION OF THE BUDGET AND FINANCE COMMITTEE

VPO/DEPEEL

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

CARRIED

7.2. SAMU Bylaws

MOTION TO GIVE SECOND READING TO THE SAMU BYLAWS

VPO/AMBUTONG

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

CARRIED

7.3. Interpretation of the Vice President Title

MOTION TO INTERPRET ALL INSTANCES OF THE PHRASE “VICE PRESIDENT OPERATIONS AND FINANCE” WITHIN THE SAMU BYLAWS, POLICIES, PROCEDURES, AND ALL OTHER DOCUMENTATION TO MEAN “VICE PRESIDENT GOVERNANCE AND FINANCE”

VPO/ZIDAN

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

CARRIED

7.4. Committees Policy

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

VPO/JACOBS

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

CARRIED

7.5. Roles and Responsibilities of the Secondary Student Delegate policy

MOTION TO RESCIND THE ROLES AND RESPONSIBILITIES OF THE SECONDARY STUDENT DELEGATE POLICY ON THE RECOMMENDATION OF THE BYLAWS AND POLICY COMMITTEE

VPO/ZIDAN

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

CARRIED

7.6. Chair of Students' Council Appointment

MOTION TO APPOINT TIM JOBS AS CHAIR OF STUDENTS' COUNCIL FOR A TERM OF MAY 1, 2023 TO APRIL 30, 2024

VPSL/VPO

MOTION TO GO IN CAMERA

VPSL/PRES

CARRIED

MOTION TO GO OUT OF CAMERA

VPGF/VPSL

CARRIED

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

CARRIED

8. Consultation

9. Evaluation

***Sempala leaves at 7:54pm**

10. Recognition

11. Adjournment

MOTION TO ADJOURN

CARTUJANO

CARRIED

Next Meeting Date: March 15, 2023

Meeting adjourned at 8:01pm.



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
March 22, 2023 at 6:00pm in Council Chamber

Voting Members:

Gabriel Ambutong, Councillor
Abby Beka, Councillor
Jakob Cardinal, Councillor
Freja Cartujano, Councillor
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 Governance
and Finance
Sonia Yusuf, Councillor
Layal Zidan, Councillor

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

Absent:

Myles Dykes, President
Matt Yanish, Vice President External

Meeting called to order at 6:00pm.

<Intros>

1. Treaty 6 Land Recognition

We would like to acknowledge that this meeting of the Students' Association of MacEwan University is taking place on the traditional territories of the people of the Treaty 6 region in Central Alberta.

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2. Approvals

2.1 MOTION

TO APPROVE THE AGENDA FOR MARCH 22, 2023

ZIDAN/DEPEEL

CARRIED

3. Motions & Business Orders of the Day

3.1. Finance Policy

**MOTION TO APPROVE THE FINANCE POLICY ON THE RECOMMENDATION OF THE
BUDGET AND FINANCE COMMITTEE**

VPGF/AMBUTONG

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

CARRIED

3.2. SAMU Strategic Plan

MOTION TO APPROVE THE EXTENSION OF THE SAMU 2021-2024 SAMU STRATEGIC PLAN BY 2 YEARS ON THE RECOMMENDATION OF THE EXECUTIVE COMMITTEE

VPGF/ZIDAN

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

CARRIED

3.3. Governance Committee

Nominees: Councillors Sempala, Yusuf, Tesfay, Cardinal

MOTION TO APPOINT COUNCILLORS SEMPALA, YUSUF, TEFAY, AND CARDINAL TO THE GOVERNANCE COMMITTEE

VPGF/AMBUTONG

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

CARRIED

3.4. Finance Committee

Nominees: Yusuf, Depeel, Phan, Tan

MOTION TO TAKE A 5 MINUTE RECESS

VPGF/VPSL

Favour: Ambutong, Beka, Cardinal, Carujano, Depeel, Jacobs, La Torre, Okey-Nwaka, Sempala, Tan, Tesfay, Vpsl, Vpa, Vpo, Yusuf, Zidan.

Opposed: Phan

CARRIED

MOTION TO APPOINT COUNCILLORS PHAN AND DEPEEL TO THE FINANCE COMMITTEE

VPGF/AMBUTONG

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

CARRIED

3.5. Strategy and Engagement Committee

Nominees: Tesfay, Phan, Beka, Cardinal, Tan

MOTION TO APPOINT COUNCILLORS BEKA, TEFAY, AND TAN TO THE STRATEGY AND ENGAGEMENT COMMITTEE

VPGF/VPSL

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

CARRIED

3.6. Students' Council Operations Committee

Nominees: Yusuf, Phan, Beka

**MOTION TO APPOINT COUNCILLORS YUSUF AND BEKA TO THE STUDENTS' COUNCIL
OPERATIONS COMMITTEE**

VPO/OKEY-NWAKA

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

CARRIED

3.7. Policy Updates

**MOTION TO DIRECT THE GOVERNANCE OFFICE TO EDIT ALL COMMITTEE NAMES WITHIN
POLICIES TO ALIGN WITH RECENT CHANGES TO THE COMMITTEES POLICY
AND FOR EXECUTIVE COMMITTEE TO REPORT BACK TO COUNCIL WITH ALL
CHANGES MADE**

VPGF/ZIDAN

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

CARRIED

3.8.

4. Consultation

8.1 Engagement Policy

La Torre – looking for feedback from council – please review question(s) in the submission document.

5. Evaluation

6. Recognition

7. Adjournment

MOTION TO ADJOURN

VPGF

CARRIED

Next Meeting Date: April 19, 2023

Meeting adjourned at 7:26pm.

Students' Council Report

President

April 19, 2023

Dear Council,

After two years in office, please see below for my final report as President for the period between March 9 and April 13th, 2023.

Executive Summary

- Student Affordability
- CASA Annual General Meeting
- Supporting Get Out the Vote

Student Voice

The Student Voice is amplified by SAMU.

Strategy & Stakeholder Relations Meeting

Student Voice 2.4

As MacEwan's Board of Governors cycle begins, as do the committee meetings. Most of the discussion for Strategy and Stakeholders was in the confidential section of the meeting, but open section items included an update on the Strategic Vision Dashboard and recommending a renewed Fundraising Policy. This new policy streamlines the former Fundraising, Endowments, and Naming Policies into one policy with guiding principles. Maximizing gifting possibilities, developing agile and clear approval processes, and mechanisms for input are all considerations.



Student Affordability Response & MacEwan Board Meeting

Student Voice 2.4

Front of mind for many students this year has been the additional costs we're all feeling on our wallets. Affordability has been front of mind for our advocacy efforts this year, and we saw significant wins from the provincial and federal government. Council has previously been updated on an advocacy response towards our community to convey the need for affordability supports for students and that is still a priority; however, with timelines and transition, this project will be left to my successor who I know will see it through to completion.

The recent Board of Governors meeting was one venue in which concerns about student affordability could be brought up, in addition to capacity shortages around the university. While I was unable to attend, the Advocacy Coordinator and I worked with the Board Student Representative on some speaking notes to deliver a clear message. Going forward, we'll continue to work with MacEwan administration to support our most vulnerable students. Affordability wins of note this year is the additional investment of \$500,000 in scholarship, awards, and bursaries, no increases in mandatory non-instructional fees, and an international student tuition increase in line with domestic students.

CASA Annual General Meeting

Student Voice 2.3

Our Advocacy Team attended our last CASA conference of the year, hosted by the St. Mary's University Students' Association (SMUSA) in beautiful Halifax, Nova Scotia. Much of this conference was dedicated to good governance and evaluating the outcomes of our year. This included reviewing past year advocacy and workplans, consulting and approving operating policies, and approving the operating budget for the next year. This is an essential time for passing the torch, and it's been incredibly impactful to see the impact of the student movement across Canada.

Get Out the Vote Support

Student Voice 2.3

With an upcoming provincial election to be called in May, getting students involved has been a priority for our team at both an institutional and provincial level. Multiple methods of engagement have been used to attract pledges through tabling and events. Recently,

the incoming President and I shot an Instagram story to push pledges on CAUS and SAMU's social media.

Boyle Street Letter of Support

Student Voice

This year has shown us the unique importance of community as we're returning from COVID-19, and we've seen the unequal social effects of the pandemic. One way this has manifested is a doubling of Edmonton's population of people experiencing houselessness. Supporting our downtown community has also been a priority vocalized at times by Council, and a recent request from Boyle Street Community Services. As a nonprofit that works to eradicate chronic homelessness, they utilize a multi-pronged approach for prevention and intervention strategies to combat poverty. Recently, a contact reached out regarding community support for the fit-for-purpose okimaw peyewsiw kamik (King Thunderbird Centre) building. Our Executive Committee wrote a letter voicing the support of students as we have a quarter of the daytime downtown population.

Alumni Class 2022/23 Gift Art Selection Committee Meeting

Student Voice

Serving as SAMU's representative for alumni affairs, I had the opportunity to represent students in selecting the Alumni Association's gift for the graduating class of 2022/23. Three students were given the opportunity to each develop a piece of art, where they received mentorship from a faculty member and \$1500 to support their labour. At the selection meeting, each student artist presented their piece and the concept behind it. Our committee came to a decision, reflecting on the values and ideas put forward in their art. Every student who crosses the stage will receive this art as a gift. The successful student was also awarded an additional \$1500.

Convocation Advisory Committee

Student Voice

This committee had lapsed during COVID-19 as convocation's format changed so drastically. The President's role is to speak the student invocation and represent



students overall and the role of the community is to advise and give input as to how everyone in the community engages with convocation.

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.

Executive Committee Transition

Strengthening SAMU Operations, 4.5 & 4.5

A major focus of the Executive Committee has been preparing for the transition of the incoming Executive, between individual transitions and the retreat itself. Having some returning executives, we're trying to document more of these processes and information that has been often more delivered orally.

SAMU Awards Night

Strengthening SAMU Operations, 4.5 & 4.5

Celebrating the accomplishments of students and SAMU is one of the best ways to begin the transition period. Congratulations again to all of the award winners and nominees for your commitment to our community!

Closing Remarks

Over the past four years of my involvement, our students' association has been monumental in shaping the person I am—from my values and ambitions, to the people and connections I have. Leaving this role is such an incredibly bittersweet moment, being excited to head into the next phase of my life while knowing that our culture and



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

organization will only improve. But more than anything, I'm eager to see what the next generation of our student executives achieves, and how far they can move the needle.

Student leadership provides so many opportunities to create a change in our community, and empowers us to lead that change. By far the most rewarding element of this role has been seeing you all grow along your leadership journeys, and seeing how the culture of our Council has rebounded. During and after the COVID-19 pandemic, engagement at the governance level was abysmal as students have more urgent priorities around then, like mental health, physical safety, and academic success. Our Executive Committee this year and last made it a priority to engage our Council and call people into leadership, and I'm incredibly proud of how our Council functions. This is in no small part to you, our Students' Councillors, taking up the mantle of leadership and representing your fellow students. We have an incredible team of champions, and I'm excited to see how this culture will grow over time.

While my time at SAMU is finished, you'll still see me around MacEwan's halls finishing my degree. Don't hesitate to say hi; I'm confident in having you all represent other students and me!

Regards,

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

Students' Council Report

VP Academic

April 19th, 2023

Good evening Council,

I hope that you all are enjoying your spring!

Please see my report below.

Executive Summary

- Calendar Advisory Group (CAG)
- Council on student affairs (CSA)
- MacEwan Academic Advising Steering Committee (MAASC)
- Textbook Transparency Project

Student Voice & Student Supports

Student supports provided by SAMU are responsible to unique and evolving needs.

Calendar Advisory Group (CAG)

Strat Bullet Point (2.4 & 3.3)

The CAG covered a variety of topics. This included minor MyPortal changes to where student info is located, clarifications for calendar year under what holidays are observed, clarifications for course hours in the calendar, Spring enrollment day date discussions, a more visible statement on MacEwan's class cancellation policy, and final exams on Sundays. The MacEwan class cancellation policy is the same as before but will be more easily accessed when registering from courses. Final exams on Sundays were a contentious topic that students rightfully highlighted as an issue. We currently have an 8-day exam

VPA's Report to Students' Council

April 19th, 2023

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period that shifts dates slightly per year. Due to the addition of Truth and Reconciliation Day (another non-instructional day off) the institution has little flexibility for the dates of the exam period. The previous exam period covered 2 Sundays, and thus further highlighted the issue. However, next year will only have one Sunday exam date. It was reported that if there is still a desire to remove Sunday exams then (to accommodate for the timeline instructors are given) time would have to be taken from other non-instructional days to accommodate a shift in the schedule. Further discussions on the topic of moving the Sunday exam date would require more student survey data.

Student Voice & Student Supports

Student supports provided by SAMU are responsible to unique and evolving needs.

Council on Student Affairs (COSA)

Strat Bullet Point (2.4 & 3.3)

The COSA covered several topics, the terms of reference (TOR) membership structure for the COSA, the Alberta Post-Secondary Student Sexual & Gender-Based Violence Survey, and the Student Mental Health Working Group update. The TOR structure review took data and feedback from other General Faculties Council (GFC) standing committees' structures and so lowered the number of student slots from 8 to 4. We don't see this as an issue as this still includes the VPA & SAMU President and 2 slots for student members. In addition, this TOR membership structure is to be periodically reviewed annually. The Sexual & Gender Based-Violence Survey was implemented in the winter term of 2023. MacEwan is taking a leading roll among the 26 publicly-funded institutions in Alberta. The survey and report has been completed. The Student Mental Health Working Group update stated that although we have a variety of services available there are low levels of engagement.

Student Voice & Student Supports

Student supports provided by SAMU are responsible to unique and evolving needs.

MacEwan Academic Advising Steering Committee (MAASC)

Strat Bullet Point (2.4 & 3.3)

The MAASC covered several topics, including an update on the Enrollment Lab Pilot, the course prerequisite process, students with excessive withdrawals, and a 12-month no-enrollment reminder.

VPA's Report to Students' Council

April 19th, 2023

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Firstly, the Enrollment Lab Pilot project has been a success in its goal to ease the difficulties of navigating online enrollment. Future use is under review. A discussion was held on allowing the automatic removal of students from classes that they lack the prerequisites for. Further consultations will be taken between the Office of the Registrar and other stakeholders. An information item on flagging students with more withdrawals that passed classes was discussed. Further information and consultations are underway with student and faculty stakeholders. Lastly, a 12 month no-enrollment message was discussed for students that may be taking an extended period between their enrollment.

Student Supports

Student support provided by SAMU are responsible to unique and evolving needs.

Textbook Transparency Project

Strat Bullet Point (3.1 & 3.3)

After consulting with David Almond (Associate VP Information Services), Sarah Shaughnessy (U of A project counterpart), other stakeholders, and supporters at the library we've consolidated more information on this project. Specifically, how it pulls data from MacEwan, the bookstore, and how that information is displayed on PeopleSoft. I have a meeting with the Student Systems Joint Operations Committee (SSJOC) and Enterprise Resource Planning (ERP 7 Project) for PeopleSoft. So far, the high-level project information has been consulted on and consolidated. The technical project data will be discussed more in-depth at the SSJOC and ERP 7 Project meetings.

Closing Remarks

Feel free to email me for clarifications or questions!

Cheers,

Stephan Vasquez



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

Students' Council Report

VP External

April 19th, 2023

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

Executive Summary

1. CASA AGM + Federal Policy Consultation/Approval
2. GOTV Push + Tabling
3. Transition(s)
4. Janet Brown
5. ACC Political Action Day
6. ECC Federal Budget Presentation with Hon. Randy Boissonnault

Student Experience & Engagement

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

N/A

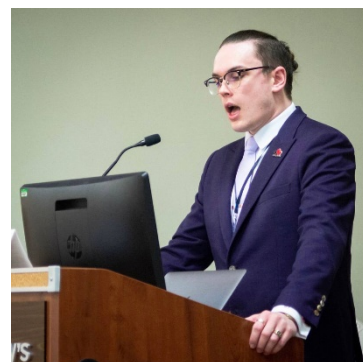
Student Voice

The Student Voice is amplified by SAMU.

Canadian Alliance of Student Associations Annual General Meeting + Federal Policy Consultation/Approval



As Director of Policy, I facilitated about 7 hours of non-stop policy consultation sessions at CASA's AGM. For CASA's internal advocacy policies, it is essentially a massive library of dozens of policies, the associated research, and what things we could ask for. For instance, the mental health policy has pages of research and supporting studies, and one (of many) recommendations for the federal government to make good on their 500 million dollar mental health for students promise from a few years ago. The idea is that each year, when we decide on what the priorities are for CASA at the Foundations conference (in May), the Director of Policy oversees a process to create tangible and well-researched asks to meet the desire of membership. At





any rate, when I came into this role there were a boatload of policies to approve, and we were left with 6 by the time we got to AGM. So, before we go to approve them, I broke these 6 down into one-hour sessions where I facilitated dialogue on the strengths, weaknesses, opportunities and threats of each of the policies. I am happy to say that the following day, all 6 were approved by the membership, and I was able to help take the portfolio to completion! Special thanks for Trevor Potts, Rose Grant, and Tera Cardinal for the work they did to make this a reality! While these policies are internally facing, I am happy to go into more detail if someone wishes. Pictured is: me talking, me talking some more, and the outgoing 2022-2023 CASA delgates!



Get Out The Vote Push + Tabling



Along with the Advocacy Coordinator, EC, and many of you fine folks, we were able to do about 15 hours of tabling this last month, resulting in about 700 pledges to vote! The whole idea was we got students to come up, pledge to vote in the upcoming provincial election, and then they got to spin the wheel for a prize on the table! I will reiterate that this is a non-partisan campaign, and we strictly only want students to know how to vote, but we have no stake in who they vote for. I was also part of a panel we hosted (thank you to all who could make it) where we discussed student-facing politics, issues that matter to students, and what can be done to improve the lives of people attending our university.

Now that we are done in-person events and tabling (as students are mostly off-campus now due to the semester end), we are shifting towards an online approach to get more



pledges! Again, Keep in mind that, just by signing up to vote through caus.net/pledge, you are eligible to win the grand prize of an iPad air! Tell your friends! Pictured is: me at the panel, and me, Councillor Cardinal, and the VPSL tabling (while the VPSL is buying stocks in Tesla, Amazon, and GameStop).

Alberta Chamber of Commerce Political Action Day and MLA Dinner

As part of my role as CAUS Vice-Chair, I was invited to represent the undergraduate students of Alberta at the ACC's Political Action Day. In short, this was a chance for all of the Chambers of Commerce representatives in Alberta to come together and see some presentations from Crestview Strategies, journalists such as Ryan Jespersen, and academics like Trevor Tombe. It was a wealth of information, admittedly not student-focused, but I was able to inject the room with the student perspective multiple times throughout the conference. Then, we had a mixer event where I was able to connect with some local city councilors, community leaders, and MLA's to speak to issues facing students in Alberta! Lastly, our Executive Director of CAUS went to the dinner, and raised some our concerns to the Premier herself.

Edmonton Chamber of Commerce Federal Budget Presentation with Hon. Randy Boissonnault



Similar to the above event, I was invited by MacEwan to come to a presentation from Minister Boissonnault on the federal budget, and what it means for Edmonton. I was able to briefly chat with him, as well as some other folks about the immediate affordability crisis facing students, and how we need to ensure that students are a priority at all levels of government. Here is a photo with me, Minister Boissonnault, and some random political staffer that also was at the event, I forget his name but he was very kind!



Student Supports

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

N/A

Strengthening SAMU Operations

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

Transition(s)

This is here for the sole reason that, between CASA, CAUS, and SAMU, I have my hands full with transition. I am very passionate about education and teaching others, so I am really looking forward to it but it is quite the workload. Let me know if you want to know any details, but the TL;DR: is that I am taking over the entire transition for CAUS as the Chair is unable to make it, I am helping transition the next crop of CASA delegates (not just SAMU's) at CASA Foundations, and I am excited to train my successor, Jakob Cardinal!



Other:

Janet Brown

If you have not heard of her, she is the standard-setting pollster of Alberta. She has shockingly accurate numbers when it comes to predicting elections, and she provides valuable insights for clients who wish to peek behind the curtain of Alberta's current political appetites. We have partnered with MacEwan to get a year's subscription to her "Wild Ride" update, which essentially amounts to us getting confidential data 4-6 times a year, that outlines specifically how Albertans are viewing issues, political parties, and what their voting intentions would look like. Again, this is confidential information, but within the bounds of what I can share, I am happy to share any clarifying details on what she does and why it is valuable for us to get access to this information.

Spring Awakening

I am putting this here as an excuse to share this cute photo, and also to thank our incoming VPGF for organizing this not-technically-a-SAMU-event, that gave us a chance to see some of the hard work of our MacEwan theater students this year! Shoutout to Lisa Kotelniski, former member of SC, for her stellar performance!





Closing Remarks

I get very sentimental, and my five years at SAMU come to a close at this 60-something-ish SC meeting this next Wednesday. If you would have told me that five years ago (almost to the exact day) that I would be writing my last EC report in the small Quebec town of Rouyn-Noranda, on SAMU business representing over 270K Canadian students, I wouldn't have ever believed you. I have been blessed by the students of MacEwan to be your representative for the last five years, and of course the last two as VPE, and I never would have gotten this opportunity if someone did not believe in me. Luiz Ruiz, as some of you may have heard me mention before, took the time five years ago to encourage me to get involved with SAMU. At the time, I had little meaning in my place at MacEwan, and I was considering dropping out and studying heavy duty mechanics. While Alberta will have one less truck mechanic as a result, words can not describe the fulfilment and development I have gotten while being part of the SAMU community, and how that is the entire reason I am the champion of MacEwan that I am today. SAMU has helped me find an outlet for my passions, grown me as a person, and helped me be part of a beautiful organization that improves the lives of MacEwan students.

Stories like mine, and countless others in SAMU's past, are why I believe it is so important for all of you to uphold the attitude of inclusion and calling people into leadership roles. If you believe in others, you have no idea how much impact you can have on a student, let alone what work they can do on behalf of the students they represent. Now, with Elaine, Larissa, Myles, and I gone (and with us, a collective 15 years of SAMU experience), it is up to all of you left to continue to maintain the phenomenal culture and effectiveness that SAMU's SC has right now. But just as others had believed in me, I believe in every single one of you; both in your effectiveness as leaders, and in your capacity to change the lives of the students of tomorrow.



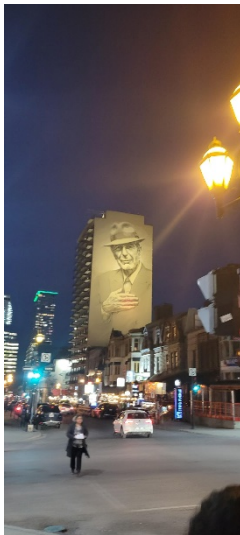
So Council, as a wise group of men from San Francisco once said: [Don't Stop Believin](#) (in others).

For the last time,

Matthew Yanish

2022-2023 VP External

P.S. Below are just some of my favorite photos from this last month! They are: Leonard Cohen's portrait in Montreal, EC and the AC at awards night, y'all at awards night, and the victorious dodgeball team, incorrectly named "Matthew Lloyd Peter Yanish Sucks"



Students' Council Report

Vice President Governance & Finance

April 19th, 2023

Hello Council, I cannot believe that this is the last report I will be writing to you all and the first official one as the Vice President Governance and Finance. Please see below for my report detailing the events that occurred from March 9th to April 13th

Executive Summary

- Health & Dental Plan Update
- VP UR Hiring Committee
- Transition
- SCOC 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.

MacEwan Vice President University Relations Hiring Committee

The Student Voice is amplified by SAMU.

I was invited to sit on one last University Hiring Committee during my terms here at SAMU. This time for the Vice President University Relations. I spent several days in interviews and reading applications I am confident in the candidates and any of them would make a great VP University Relations and look forward to hearing about how we continue to build relations with that office.

Student Supports

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

SAMU x Gallivan

Myself, the Incoming VPGF, and the General Manager met with Gallivan to discuss the timelines for the implementation of the Health & Dental Plan Enhancements and this also served as an introductory meeting between the Gallivan representatives and the Incoming VPGF.

The plan enhancements will take effect May 1st 2023 and a plan is being worked on to market the new enhancements to students. For Council's information here are the enhancements to the plan:

Health Plan:

- Increase overall Paramedical Maximum by \$100 for all options
- Increase Psychologist/Social Worker maximum to \$600
- Add HPV vaccines (including Gardasil)
- Remove the referral requirement for message and physio

Dental Plan:

- Increase Basic & Preventative coinsurance for all plans by 10%
- Increase the overall plan maximum for all plans by \$200

Strengthening SAMU Operations



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

Transition

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

Between SC Refresher and the ongoing EC Transition I have been quite busy with presentation planning, preparing the documentation needed for my successor and currently working through implementing the transition by having a mixture of meetings, information transfer sessions and shadowing. It has been a busy time indeed.

Students' Council Operations Committee (SCOC) Meetings

SCOC has been working diligently to fill the impending vacancies with the election results official. The Committee spent multiple days interviewing and deliberating candidates. An in-camera report has been provided to SC for final deliberations. SCOC also discussed the times of the CRO appointment as that is going to be beginning very soon.

Closing Remarks

Okay, we have reached the end of my report and I will try not to get too sentimental or write extensively about this (*spoiler alert: I failed*) My journey within student leadership here at SAMU has been some of the most rewarding and difficult times in my life to date. Student leadership in general provides so many opportunities for those wanting to make change or have an impact on our community and provides us with countless opportunities to grow as people. Continuing to build upon the great culture Council has created this year and continuing to encourage people to come into leadership roles, even roles such as student-at-larges on committees is something that is vital to the success of ensuring diverse student representation.



To the outgoing EC, it was an honor to work alongside y'all as we worked to improve all aspects of the organization and student life, we had some fun and got some wins, both big and small for students and the organization. To the Governance Advisor, thank you for being a stabilizing pillar these past few years, being a soundboard for ideas and our debates are something I've valued greatly and will miss dearly. To Council, I am so proud of how far you all have come on your journeys, I look forward to hearing about how you continue to grow and the accomplishments of Council to come!

To the incoming EC, I want to congratulate you all in being elected to these roles and am so proud of how far you all have come in your journey at SAMU. I will be cheering you all on this upcoming year and am sure that you will do a wonderful job at serving and representing the student population.

I entered this role a "commerce kid" riddled with mental health issues stemming from pandemic life, trying to find her place, her own little community within this institution and will leave this role an almost-Commerce graduate, extremely humbled to be able to serve the student body for not only one-but two years, and forever grateful for the community that I've found, one that I will cherish and miss once I am gone.

And with that, I think that is enough sap for today... If you have any questions, don't hesitate to reach out and please feel free to keep in touch! 😊

For the final time.

Cheers,

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



Students' Council Report

VP Student Life

April 19, 2023

April has been a bittersweet (and busy) month. 🏃♀️ April's beginning has engrossed me in finalizing my events, initiatives, and projects; preparing to train and transition; and relishing in my final month as SAMU's VP Student Life. I have experienced so much growth and joy over the past year, and I am excited to pass on the torch. Below is an account of my activities from March 10th to April 13th, 2023.

Executive Summary

- Student Groups Anti-Sexual Violence Training Meeting
- MacEwan's I.D.E.A. (Inclusion, Diversity, Equity, and Accessibility) Leaders Recognition Event
- Sexual Violence Prevention and Education Committee (SVPEC) Meeting
- Meeting with Prospective General Faculties Council (GFC) Student Representatives
- Black History Month (BHM) Debrief
- Executive Committee (EC) Transition
- Students' Council (SC) Refresher

Student Experience & Engagement

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

Student Groups Anti-Sexual Violence Training Meeting

1.4 Support Student Groups by offering networking opportunities, meeting space, outreach support, and online platforms



Erika, SAMU's Student Groups Manager, Grace, SAMU's Student Groups Coordinator, and I met with Roxanne from the Office of Sexual Violence, Prevention, Education, and Response (OSVPER) to add additional anti-sexual violence training for Student Groups. In my previous role as a Student-at-Large on MacEwan's Sexual Violence Prevention and Education Committee (SVPEC), I advocated for anti-sexual violence training to be included in Student Groups training, which was introduced subsequently in Fall 2022. More specifically, our conversation was on the introduction of supplemental training on the intersection between alcohol and sexual violence for Student Groups that choose to host events with alcohol.

Student Voice

The Student Voice is amplified by SAMU.

MacEwan's I.D.E.A. (Inclusion, Diversity, Equity, and Accessibility) Leaders Recognition Event

2.4 Foster positive relationships with MacEwan University to better serve students

As a former I.D.E.A. Leader, I was invited to MacEwan's I.D.E.A. Leaders Recognition Event to celebrate and honour the advocacy and efforts of faculty, staff, and students advancing and promoting equity, inclusion, and human rights on campus. As VP Student Life, I also connected with a dedicated and exceptional student this year, whom I nominated and was elated to learn had won. In addition, 2023 was the first year MacEwan's I.D.E.A. Leaders were commemorated and recognized in-person. [To learn more about MacEwan's I.D.E.A. Leaders, check out their website.](#)

Sexual Violence Prevention and Education Committee (SVPEC) Meeting

2.4 Foster positive relationships with MacEwan University to better serve students

A collection of key updates were communicated at the last Sexual Violence Prevention and Education Committee (SVPEC) Meeting, including: A report detailing the narrative and results of the Provincial Sexual and Gender-Based Violence Survey will be VP Student Life Report to Students' Council

April 13, 2023

Page 2 of 5



publicized in Fall 2023; the Restorative Justice (RJ) Subcommittee will begin a pilot for a RJ process in the coming/next year; and the Respondent Education Subcommittee will have the Science-based Treatment, Accountability, and Risk Reduction for Sexual Assault Active Psychoeducation (STARRSA AP) Program implemented soon

Meeting with Prospective General Faculties Council (GFC) Student Representatives

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

SAMU's newly re-named VP Governance and Finance and I met with two prospective General Faculties Council (GFC) Student Representatives to articulate and explain the function of GFC and the position's responsibilities, as well as to encourage engagement and participation from the prospective students. [To access the application and additional information, please check out the Student Representatives section on SAMU's website.](#) We encourage everyone interested to submit an application!

Student Supports

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

Black History Month (BHM) Debrief

3.1 Develop and deliver initiatives that are inclusive and are responsive to all student needs

I connected with Rondah from the Office of Human Rights, Diversity, and Equity (OHRDE) to debrief the activities, events, and initiatives of Black History Month (BHM) in February 2023. In general, BHM at MacEwan was engaging and successful; however, an area of improvement would be to begin planning earlier, and create a formal committee for organizing and planning, composed of faculty, staff, and students. The majority of our conversation was around a formal BHM committee and how SAMU can support moving forward.



Strengthening SAMU Operations

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

Executive Committee (EC) Transition

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

My end of March and beginning of April have been focused largely on Executive Committee (EC) Transition, especially because I am the co-lead for EC Retreat and responsible for educating and transitioning the incoming VPSL and my own portfolio as a whole. The final pieces are beginning to come together, and I am excited to provide a transition I wish I had received, in addition to welcoming a new changemaker into the SAMU team.

Students' Council (SC) Refresher

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

Like EC Transition, I am leading the planning of Students' Council (SC) Refresher on Saturday, April 22. SC Refresher is mandatory for all new and returning Councillors, and is an excellent opportunity to ask questions, brush up on your governance fundamentals, and connect with new and old faces. If you have any comments or questions about SC Refresher, please reach out to me!

Closing Remarks

Congratulations to the Executive Committee for 2023-2024! 🙌 It has been an absolute honour and joy to advocate for and serve my fellow students over the past year. Thank you to everyone for your engagement, kindness, and support – you all have made my experience a sweet and unforgettable one. I am confident in saying that I leave SAMU better than I found it and am excited to see what is next! 🥰💖



With gratitude,

Elaine Tran

VP Student Life, SAMU 2022/2023

savpstudentlife@macewan.ca



Students' Council Report

Quarterly Report: Budget and Finance Committee "BFC"

April 19th, 2023

Committee Members:

<u>January 1st to March 31st 2023</u>
Larissa Williams, VP Operations & Finance
Elaine Tran, VP Student Life
Myles Dykes, President
Jayden Depeel, Councillor
Brian Gulbraa, Student-at-Large
Nhi Phan, Councillor
Bao Quoc Dang, Student-at-Large

Greetings Council,

This is the report from the Budget & Finance Committee for the reporting period of October 1st 2022 to December 31st 2022 (Quarter 2.)

The Committee met this quarter multiple times. The committee had a budget orientation session, then over reading week (which is unofficially deemed budget week) the committee met every day for 3hrs a day to be presented to, and ask questions to every SAMU Department as a part of the budgeting process and ultimately on the last day the Committee decided to recommend the budget to Council. The Committee at that last meeting also discussed and reviewed edits to the Finance policy made on the recommendation of the Senior Finance Manager.



In regards to the workplan the committee finished 2/3 of the workplan during its lifecycle this year. The delay of the SAMU Fees Policy is in relation to determining what is happening with the SAMU Affiliate Students

As Council is well aware of, this committee no longer exists as of March 15th, the Committee that has replaced its functions is the Finance Committee. That committee did not formally meet during the 15 days of operation in this quarter therefore no report will be provided at this time.

If you have any questions about this report please feel free to reach out.

Cheers,

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

Budget and Finance Committee Workplan 2022-2023
For Information to Students Council
Submitted: April 13 2023

Chaired By:	Larissa Williams, VP Governance 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	Completed
Review SAMU Fees Policy	BFC Reviews this policy annually	Students' Council SAMU Finance Students At Large	March / April	Initial Stages
Review Finance Policy	BFC Reviews this policy annually	Students Council SAMU Finance Students At Large	March / April	Completed



Students' Council Report

Quarterly Report: Bylaws and Policy Committee "BPC"

April 19th, 2023

Committee Members:

<u>January 1st to March 31st 2023</u>
Larissa Williams, VP Operations & Finance
Kon Kon, Student-At-Large
Joseph A. La Torre, Councillor
Mohd Ali Naqvi, Student-At-Large
Rayyah Sempala, Councillor

Greetings Council,

This is the report from the Bylaws and Policy Committee for the reporting period of January 1st to March 31st (Quarter 3)

BPC met three times during this quarter. BPC met to review and recommend the following documents to Students' Council:

- SAMU Bylaws
- Student Representation Policy
- Roles and Responsibilities of the Board of Governors Student Representative Policy
- Roles and Responsibilities of Elected Representatives Policy
- Committees Policy
- Roles and Responsibilities of the Secondary Student Delegate Policy



Regarding the workplan of this Committee, it was a lofty goal to get all of it done within 6 months, 7/12 policies were completed with the remaining projects at various different levels of review/thought or creation. The remaining items may be recommendations for the new Governance Committee to work towards if they so desire.

As Council is well aware of, this committee no longer exists as of March 15th, the Committee that has replaced its functions is the Governance Committee. That committee did not formally meet during the 15 days of operation in this quarter therefore no report will be provided at this time.

On a more personal note, it has been an absolute honor to chair this committee, this committee means so much to me, as it's where I got my start in student governance as a student-at-large and while I am sad to see it go, I am excited to see where the Governance Committee goes under the new chair.

If you have any questions about this report, please feel free to reach out to me.

Cheers,

A handwritten signature in black ink, which appears to read 'L. Williams', is positioned above the typed name.

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

Bylaws and Policy Committee Workplan 2022-2023
For Information to Students Council
Submitted: April 13, 2023

Chaired By:	Larissa Williams, VP Governance 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	Completed
Roles and Responsibilities of Elected Representatives	2021-03-23	Will be reviewed prior to EC Elections open	January	Completed
Roles of Responsibilities of the Chair of Students' Council	Last Approved 2019-02-20	Chair has more responsibilities due to GIC TOR changing	December	Completed
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	Completed
Role and Responsibilities of the Board of Governors Student Representative	2021	In Conjunction with the student representation policy	January / February	Completed
Committees	October	Revamping the committee	March	Completed

	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	In Progress
Governance Transition	2021	Annual review of transition policy before transition occurs	February / March	Initial Stages
Advocacy Policy	N/A	New policy in the works regarding Advocacy and the duty to consult	April	Initial Stages
Budget and Approvals Policy (Budget Approval Policy)	Reviewed 2021	Expanding on the scope of the budget approvals policy	TBD	Initial Stages
Students' Council Meetings	2021	Recommendation of the governance review to review this policy	TBD	Initial Stages
Role and Responsibilities of the Secondary Student Delegate	2021	Re-evaluate whether we should have this seat still available	TBD	Completed



Students' Council Report

Quarterly Report: Governance Remuneration Advisory Committee April 19th, 2023

Committee Members:

<u>January 1st to March 30th 2023</u>
Larissa Williams, VP Operations & Finance
Sonia Yusef, Councillor
Allan Wesley, Public Member
Sarah La, Student-at-Large
Nichipat Jitpraphan, Student-at-Large

Greetings Council,

This is the report from the Governance Remuneration Advisory Committee (GRAC) for the reporting period of January 1st to March 30th 2023 (Quarter 3.)

The Committee met four times during this reporting period. During this time we had thorough debates about the Executive Committee remuneration and Councillor remuneration. Changes to the Executive Committee remuneration will take effect on May 1st and while Councillor remuneration did not change this year discussion indicated that it should be something actively discussed and considered next year.

In regards to its workplan, GRAC completed its workplan for the year, you may see the attached workplan to be reminded what the committee set out to do.



STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY

As Council is well aware of, this committee no longer exists as of March 15th, the Committee that has replaced its functions is the Students' Council Operations Committee. That committee did not formally meet during the 15 days of operation in this quarter therefore no report will be provided at this time.

Cheers,

A handwritten signature in black ink, which appears to read 'L. Williams', is positioned below the 'Cheers,' text.

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

GRAC Workplan 2022-2023
For Information to Students Council
Submitted: April 13th 2023

Chaired By:	Larissa Williams, Vice President Governance and Finance			
Committee Members:	Sonia Yusuf, Councillor Allan Wesley, Public Member Sarah La, Student-at-Large Nichipat Jitpraphan, 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	Completed
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	Completed
Students' Councillor Remuneration	Obtain remuneration comparison (with respect to similar institutions) Review & discuss remuneration of councillors	Students Council Executive Committee	December 2022/ January 2023	Completed
Board of Governors / GFC Rep Remuneration	Discuss and decide on remuneration in comparison to other institutions	Executive Committee Students Council	January / February 2023	Completed



Students' Council Report

Chief Returning Officer
April 19, 2023

RE: Outcomes of the Students' Association of MacEwan University (SAMU) 2023 Executive Committee election and the 2023 Vice-President External By-Election.

1.0 INTRODUCTION

I, Josh Stock, was appointed as Chief Returning Officer (CRO) by the SAMU Students' Council in accordance with section 2 of the SAMU *Elections and Referenda* policy on June 15, 2022, via motion number 7.2 of that meeting. This report has been prepared and submitted in accordance with section 3 of the SAMU *Elections and Referenda* policy and in accordance with section 8 of the *Elections* procedure. A summary of the sixteen (16) "suggestions for future improvements" is included as an appendix at the end of this report. Data analytics from SAMU's marketing and communications team has also been included as an appendix at the end of this report.

2.0 ELECTION PREPARATIONS

Planning for the Executive Committee election began in early January 2023 via contact with the Returning Officer (RO), Alan Honey. This included a review of the Nominations Handbook, the slide deck for the All-Candidates Meeting, updates to posting rules, and proposed dates for key election events (e.g., the dates for the opening of nominations, forums, and the elections themselves, etc.). These items were finalized by early February 2023.

3.0 NOMINATIONS PERIOD

The nominations period was quite uneventful. I was in occasional contact with the RO to check in on the number of candidates for each position.

3.1 Notable Decisions

One candidate attempted to submit nomination paperwork via email on the final day of the nominations period. The candidate was promptly notified, via email response, that nominations must be submitted via the SAMU website and that any submissions not received via the channel by the deadline would not be accepted. The nomination was subsequently received through the proper channel, on time.



3.2 Suggestions for Future Improvements

I (again) suggest that clearer expectations be set for how SAMU communicates to its members through marketing and communication channels that nominations for elections are available, i.e., add further detail to section 39 of the *Elections* procedure. For example, is one (1) social media posting coupled with physical posters and banners around MacEwan University appropriate? Should the SAMU.ca homepage prominently allude to nominations being open for an election? It is unclear why election information is not prominently displayed on the SAMU.ca homepage.

4.0 CAMPAIGN PERIOD

This portion of the Students' Council election process was the most intensive for CRO activity, decisions, and rulings. Surprisingly, several candidates did not seek approvals for printed elections materials in time for the first day of the campaigning period. Historically, there is a rush on the day prior to the first day of the campaigning period. While section 14 of the *Elections* procedure provides the CRO with the ability to respond to any requests for interpretation or approval within 24 hours, I was able to respond to most requests within minutes and at all times of the day (and night). Inquiries and approvals requests from candidates persisted throughout the entirety of the campaigning period.

There were a larger number of requests for clarification pertaining to the rules of campaigning. In accordance with section 14.1 of the *Elections* procedure, a summary of clarifications was shared with all candidates, via a daily email summary, as needed.

4.1 Notable Decisions

Several candidates did not submit either a written biography, a photo, or a video by the deadline noted in the Nominations Handbook. Late submissions were not accepted as it was explicitly clear what the submission requirements were, and the requirements were iterated in several venues.

An infraction of section 30 of the *Elections* procedure pertaining to the placement of a poster prior to it being submitted for review and approval by the CRO was noted by one (1) candidate. A written disciplinary warning was issued. It was noted the poster did not contain the information required by section 32 of the *Elections* procedure so the follow-up request for approval for use of the existing material from the candidate was declined. The condition was subsequently corrected in a reasonable time and no further action was taken. Reimbursement was not approved for the posters that did not meet the requirements.



An infraction of section 31 of the *Elections* procedure pertaining to the placement of posters using disallowed adhesions to MacEwan University property was noted by two (2) candidates. A written disciplinary warning was issued to each candidate. The condition was subsequently corrected by both candidates in a reasonable time and no further action was taken.

An infraction of section 31 of the *Elections* procedure pertaining to the placement of banners over fire and life safety devices on MacEwan University property was noted by one (1) candidate. A written disciplinary warning was issued, albeit in a softer tone, as the rules for banner placement were technically adhered to. Due to the urgent nature of the need for correction, both the RO and the candidate were directed to address the concern as soon as possible. The RO responded first, and the condition was resolved. No further action was taken against the candidate. The posting rules were flagged for an update in the future to explicitly disallow placement that interfered with any fire and life safety devices.

4.2 Suggestions for Future Improvements

I suggest that SAMU create a live “hub” for CRO clarifications that is accessible to all candidates running in an election. All candidates would be able to view the original request for clarification, and the candidate asking for clarification can decide if they wish to make their names visible or not (they may want to keep a competitive advantage and keep their name hidden). Requests and responses from the CRO would be accessible to all candidates in real time. This will eliminate any delay in the issuance of clarifications of election rules as the response from the CRO would be visible immediately.

I suggest that rules pertaining to the use of endorsements by various entities, e.g., student groups, faculty, non-academic staff, SAMU staff, in campaign materials be added to the SAMU governing documents. Beyond section 2 of the *Elections* procedure, this determination is currently deferred to the CRO.

I suggest that the rules pertaining to physical handouts, e.g., handbills and business cards, be added to the SAMU governing documents. I note that these physical handouts are difficult to control and can often wind up in the garbage instead of being recycled.

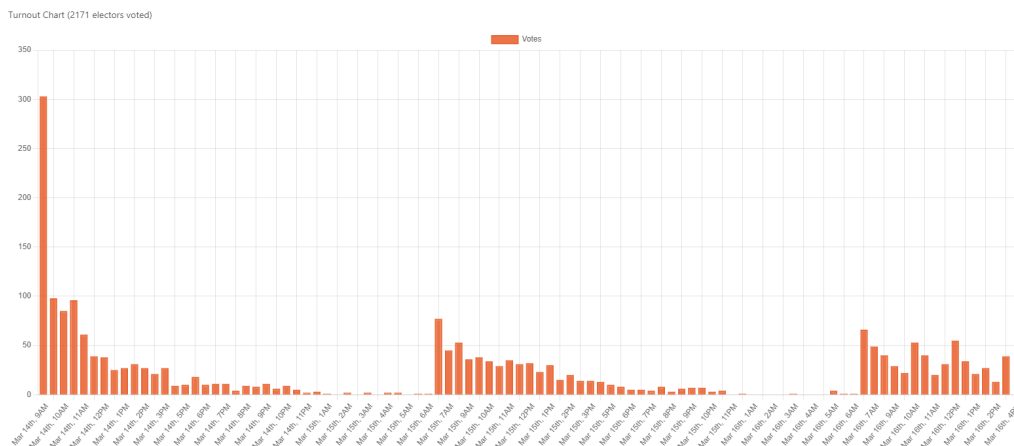
I suggest that section 22.2 of the *Elections* procedure be updated to clarify the meaning of “items”.

I suggest that Appendix A of the *Elections* procedure be reviewed for consistency in language choices with the procedure itself, e.g., the term “intrinsic value” is no longer a term within the *Elections* procedure, but Appendix A was never updated when that terminology was changed. Alternatively, removing Appendix A from the Elections procedure could be considered, and any penalties, e.g., disqualification, could be embedded into the procedure itself with explicit criteria on what invokes the penalty.

I suggest that section 30 of the *Elections* procedure be updated to clarify if the term “material” should refer to both physical and digital creations. This wording appears to be from a time before social media was extensively used in campaigning.

5.0 VOTING DAYS

The voting software used for the election, Simply Voting, worked as programmed without any issues with the software itself. The voter turnout for the election was monitored by the RO and I throughout the voting period. A report published by the software indicates 1000 of the 2173 votes cast were recorded on the first day of voting, which is just over 46% of the votes cast. 624 of 2173 votes cast were recorded on the second day of voting, which is just under 29% of the votes cast. The balance of the votes, 549 of 2173 (or just over 25% of votes cast), were recorded on the third day of voting, with a major spike in additional votes on the second and third day of voting soon as the “reminder” pre-programmed emails were sent out. There are several spikes on the third and final day of voting which may be attributable to candidates making a final push to voters and/or the use of mobile polling clerks between 1-4pm on that day. The ability to see this data is incredibly helpful for decision-making.



Export from Simply Voting software showing when votes were cast in the election. Please note the disclaimer in section 5.1



5.1 Notable Decisions

I was alerted on Thursday, March 16, 2023, the third and final day of voting, that the RO had been notified by a student that they had not received a ballot. Upon investigation, it was determined that a total of five (5) eligible voters had not received a ballot due to an unknown discrepancy in the list of students provided to SAMU from MacEwan University. Given the relatively small number of students who had not received a ballot, I directed the RO to compile a new ballot for those five (5) eligible voters and to issue it as soon as possible. While it is unfortunate that these students did not have as much time to vote, the inclusion of these votes on their own, mathematically, did not decide any of the races. To be clear, this was a technical failure by MacEwan University and not SAMU. The issue has since been corrected.

Please note the votes cast by the additional students are not reflected in the bar graph above.

5.2 Suggestions for Future Improvements

I (again) suggest that clearer expectations be set for how SAMU communicates to its members through marketing and communication channels that voting for an election is in progress, i.e., add further detail to section 39 of the *Elections* procedure. For example, is one (1) social media posting coupled with physical posters and banners around MacEwan University appropriate? Should the SAMU.ca homepage prominently allude to polls being open for an election? It is unclear why election information is not prominently displayed on the SAMU.ca homepage.

I suggest consideration be given to the amount of discretion given to the CRO to declare the results of an election to be valid. For example, had the results of the election been within a margin of the number of eligible voters that were accidentally not provided with a ballot, should the CRO have the authority to unilaterally nullify an election and request a run-off?

6.0 UNOFFICIAL RESULTS OF THE ELECTION

The unofficial results for the Executive Committee showed the two uncontested roles resulted in the candidates being successful and showed that two of the three competitive roles were relatively close races. The unofficial results were issued approximately fifteen (15) minutes after the polls closed on the final day of voting, March 16, 2023. Per my preference, I was physically present at SAMU to tabulate the unofficial results of the election with the RO.



The voter turnout for this election was 15.2%, a five-percentage point increase from the 2022 Executive Committee election (10.0%) and a doubling of the turnout compared to the 2021 Executive Committee election (7.6%). Voting spanned 3 days for each of these elections. For some additional background, the voter turnout for the 2022 Students' Council election was 6.5%, over two days, and the turnout for the year prior was 7.3%, over three days. It appears there is a strong correlation between the competitiveness of an election, i.e., if there are multiple candidates running for a role, and the voter turnout. I do not see a strong link between the number of days allocated to voting and an increase to the voter turnout relative to other years, however, more voting days may be deemed more equitable.

6.1 Notable Decisions

Following the issuance of the unofficial results, I sent an email to the candidates who were unsuccessful with a list of mental health resources coupled with a rehashing of my experience with losing an election and subsequent experience with depression. I was debating whether to wait for the results to be declared official before sending this, but since the results would have not been deemed official until the following week, I felt it important to expedite this, particularly since, at the time, there were no examples of an appeal being successful, i.e., the official results typically are the same as the unofficial results.

6.2 Suggestions for Future Improvements

I suggest, in the strongest possible terms, that SAMU establish a strategy to assist with the mental health of those who involve themselves with the election process. Losing an election is a traumatic experience, especially for those who are running for re-election.

I suggest that a review of the transition process, particularly for those leaving elected office (willingly or not) at the end of their academic career, be conducted. Transitioning from an academic lifestyle into a new working career is often not a smooth process, and those in elected positions often have less time to prepare than others. One example to consider the review of is the health and dental benefits coverage for outgoing elected representatives, i.e., consider offering extended coverage to any outgoing elected representative.

I suggest the ability for a candidate to submit an appeal of the unofficial results of an election be limited to instances when the total number of votes between the top two candidates competing for a position is less than a set percentage of the total number of votes cast for that position, e.g., 20%. It is far simpler for candidates to utilize the grievance process before the unofficial results are issued as it allows the CRO to intervene as necessary to correct any alleged behaviours by others.



7.0 APPEAL OF ELECTION RESULTS

An appeal of the election results was received by the governance office and deemed acceptable by that office for consideration. I was advised by the governance office that the Governance Investigations Committee (GIC) was being established to determine the outcome of the appeal. I sent email correspondence to all candidates indicating the results of the election were not likely to be declared official by the presumed timeline as it was unclear if GIC would only review the contested position or all roles.

During the meeting of the GIC, I made myself available to quickly respond to any questions via email. I received one from the committee, and I was able to respond to the committee while it was in a short recess. This quick response negated the need for the committee to meet a second time.

I was advised, late in the day on Thursday, March 23, 2023, that the appeal of the election results has resulted in the Vice-President External position being subject to a by-election (and that nominations for the position were to be open to all students). Accordingly, I declared the results of the election for the four other positions as official results.

8.0 BY-ELECTION PREPARATIONS

The requirement to hold a by-election is without precedent. Similarly, so were the preparations for one with such a compressed timeline. Planning began late in the day on Thursday, March 23, 2023, and were finalized the morning of Monday, March 27, 2023, with nominations for the by-election being declared open that morning. In this short time, dates were finalized, the Nominations Handbook was finalized, the slide deck with information for by-election candidates was revised, a tabling event was booked, the SAMU website was updated, and SAMU-produced physical marketing materials were printed.

I was not made aware of the rationale for GIC's ruling until Thursday, March 30, 2023, so this was not factored into the by-election preparations.

8.1 Notable Decisions

There is no requirement in the SAMU governing documents for an All-Candidates meeting to be held following the close of the nominations period for an election. Considering that both candidates for the by-election had participated in the All-Candidates meeting for the prior election, I opted to not host another meeting. Has there been new candidates, I would have held one. Instead, a revised slide deck with updated information was sent to the candidates.



The submission of the candidate biography, photo, and video has traditionally been split, where the candidate biography was included with the nomination forms and the photo and the video being a secondary (optional) submission. I opted to combine all these items into one (optional) submission and made the deadline for this the day after the acceptance of the nomination paperwork. This makes the nomination process more streamlined and incentivizes candidates to adhere to deadlines.

Noting that the last day of classes for the Winter 2023 semester was fast approaching and that I was given the latitude to compress timelines as I saw appropriate, in full compliance with the terms of reference of the GIC, I constrained the overall timeline of the by-election to be complete within less than two weeks of the opening of nominations. This included opting for a single day of voting, which was largely driven by the interest in a statistical comparison between the number of votes cast compared to elections with two and three days of voting.

8.2 Suggestions for Future Improvements

I suggest that SAMU's marketing and communications team have a contingency plan available for the event of a successful appeal of election results.

I suggest there be a deadline for the GIC to communicate any decisions related to an appeal to the governance office. This will allow for the CRO to be able to set dates for a potential by-election in advance as part of contingency planning.

I suggest the SAMU governing documents be reviewed to determine if any rules pertaining to by-elections are needed.

9.0 BY-ELECTION NOMINATIONS PERIOD

The nominations received for the by-election were, as expected, the same candidates who had participated for the position in the prior election.

10.0 BY-ELECTION CAMPAIGN PERIOD

As the candidates for the by-election were the same persons that ran in the election prior, it was explicitly communicated to the candidates that all CRO approvals obtained in the election prior were null and void. The candidates were also advised of notable changes in deadlines, changes made to posting rules, and of an update to the approved list of social media sites.



I note there was an article in *the griff* where it appears at least one of the candidates in the by-election was publicly discussing the content of a report marked “confidential” by the GIC – it is unclear to me if Students’ Council wishes to investigate this breach of confidentiality further.

While section 14 of the *Elections* procedure provides the CRO with the ability to respond to any requests for interpretation or approval within 24 hours, I was able to respond to most requests within minutes and at all times of the day (and night). The number of requests was lessened as both candidates had the experience of participating in the election prior.

10.1 Notable Decisions

What could reasonably be perceived as an infraction of section 22.1 of the *Elections* procedure pertaining to a MacEwan University logo on an endorsement posted to a candidate’s website was noted. A written disciplinary warning was issued. The condition was subsequently corrected in a reasonable time and no further action was taken.

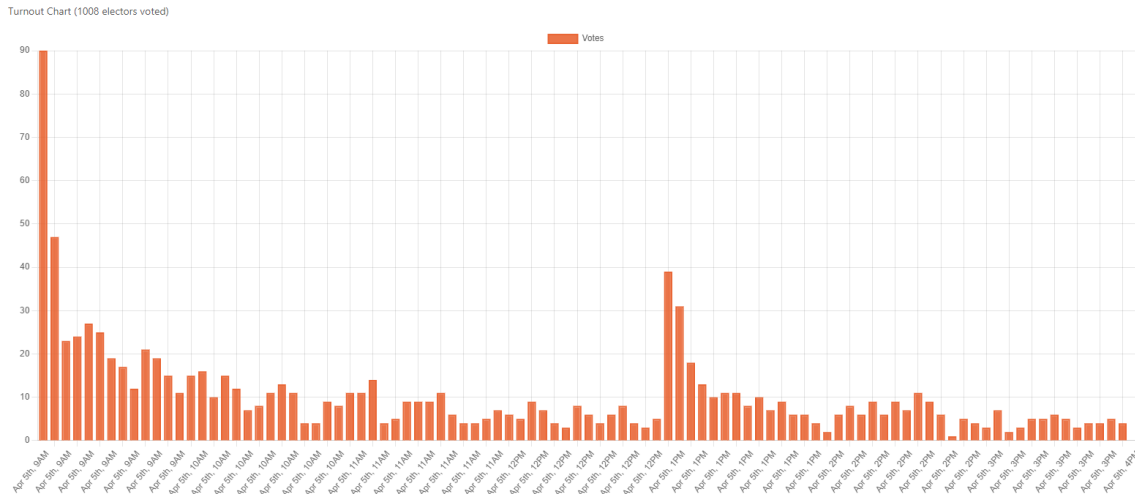
A grievance pertaining to an alleged infraction of section 22.2 of the *Elections* procedure was received on the second day of the campaign. The grievance was reasonably in accordance with the requirements for such outlined in section 49 of the *Elections* procedure, so it was reviewed for its merit. The alleged infraction was investigated, which included questioning of the accused and a physical sweep of the SAMU Building and MacEwan University for additional evidence to corroborate the accusations. The investigation did not produce any additional evidence to substantiate the claim further. Based on the limited information included with the grievance, it was dismissed, with a reminder outlining the steps associated with an appeal of a ruling of the CRO. No such appeal was filed. The dismissal of the appeal was shared with the other candidate, for information, in accordance with section 51 of the *Elections* procedure.

10.2 Suggestions for Future Improvements

I suggest consideration be given to not have section 40 of the *Elections* procedure apply in the event of a by-election. Booking space for a tabling event or a campaign forum on a limited schedule proved to be challenging and I was advised the tabling event that did occur for this by-election contained a large amount of uncivil behaviour between the candidates that could have otherwise been avoided.

11.0 BY-ELECTION VOTING DAY

The voting software used for the election, Simply Voting, worked as programmed without any issues with the software itself. The voter turnout for the election was monitored by the RO and I throughout the voting period. A report published by the software indicates 1008 votes were cast on the first, and only, day of voting, with a major spike in additional votes as the “reminder” pre-programmed email was sent out at 1pm.



Export from Simply Voting software showing when votes were cast in the by-election.

12.0 RESULTS OF BY-ELECTION

The unofficial results for the Vice-President External By-Election were issued approximately fifteen (15) minutes after the polls closed on voting day, April 5, 2023. Per my preference, I was physically present at SAMU to tabulate the unofficial results of the by-election with the RO

As noted in the Nominations Handbook, I opted to reduce the deadline for any appeals of the by-election results to 24 hours after the close of voting. This would ensure by-election results were issued prior to the Easter long weekend.

The voter turnout for this election was 7%. Considering that many students were not physically on campus on this day and that there was only a single day of voting, this was an impressive turnout compared to historical results. This is likely due to the intensely competitive nature of the by-election.



13.0 REQUEST FOR AN APPEAL OF THE BY-ELECTION RESULTS

Less than an hour before the deadline for an appeal of the by-election results to be received, a request for an appeal of the by-election results was submitted by email to the CRO. Section 52 of the Elections procedure states that an appeal of the results must be submitted to the governance office, not the CRO. Within minutes of receiving the email, I responded to the request outlining the requirement with a reminder to the candidate making the appeal that the deadline for the submission of an appeal was quickly approaching. The governance office subsequently advised that the request for an appeal that it had then received was dismissed as it both missed the deadline for an appeal to be made and that it was not in accordance with section 52.1.1 of the *Elections* procedure. Upon receipt of this confirmation from the governance office, I followed-up with an email to the candidates declaring the results of the by-election as official.

14.0 CONCLUDING REMARKS

In closing, this was truly an unprecedented experience. As always, the election was largely made possible by the hard work and dedication of the RO.

In accordance with section 3.1 of the SAMU *Elections and Referenda* policy, I will be physically present at the Students' Council meeting at which this report is presented to answer questions on the content of this report or any other relevant topics.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'J. Stock', is located below the 'Respectfully submitted,' text.

Josh Stock
Chief Returning Officer



APPENDIX A: SUMMARY OF SUGGESTIONS FOR FUTURE IMPROVEMENTS

As a reminder, none of these suggestions are binding on SAMU, and in many cases, they would require deliberation and discussion in an applicable SAMU committee of either Students' Council or the Executive Committee. I have indicated which suggestions, in my opinion, are more appropriate for Students' Council (suggestions 10, 14, and 15) or the Executive Committee (all suggestions).

Suggestion #1 (for the Executive Committee)

I (again) suggest that clearer expectations be set for how SAMU communicates to its members through marketing and communication channels that nominations for elections are available, i.e., add further detail to section 39 of the Elections procedure. For example, is one (1) social media posting coupled with physical posters and banners around MacEwan University appropriate? Should the SAMU.ca homepage prominently allude to nominations being open for an election? It is unclear why election information is not prominently displayed on the SAMU.ca homepage.

Suggestion #2 (for the Executive Committee, in collaboration with the governance office)

I suggest that SAMU create a live "hub" for CRO clarifications that is accessible to all candidates running in an election. All candidates would be able to view the original request for clarification, and the candidate asking for clarification can decide if they wish to make their names visible or not (they may want to keep a competitive advantage and keep their name hidden). Requests and responses from the CRO would be accessible to all candidates in real time. This will eliminate any delay in the issuance of clarifications of election rules as the response from the CRO would be visible immediately.

Suggestion #3 (for the Executive Committee)

I suggest that rules pertaining to the use of endorsements by various entities, e.g., student groups, faculty, non-academic staff, SAMU staff, in campaign materials be added to the SAMU governing documents. Beyond section 2 of the Elections procedure, this determination is currently deferred to the CRO.

Suggestion #4 (for the Executive Committee)

I suggest that the rules pertaining to physical handouts, e.g., handbills and business cards, be added to the SAMU governing documents. I note that these physical handouts are difficult to control and can often wind up in the garbage instead of being recycled.

Suggestion #5 (for the Executive Committee)

I suggest that section 22.2 of the Elections procedure be updated to clarify the meaning of "items".



Suggestion #6 (for the Executive Committee)

I suggest that Appendix A of the *Elections* procedure be reviewed for consistency in language choices with the procedure itself, e.g., the term “intrinsic value” is no longer a term within the *Elections* procedure, but Appendix A was never updated when that terminology was changed. Alternatively, removing Appendix A from the *Elections* procedure could be considered, and any penalties, e.g., disqualification, could be embedded into the procedure itself with explicit criteria on what invokes the penalty.

Suggestion #7 (for the Executive Committee)

I suggest that section 30 of the *Elections* procedure be updated to clarify if the term “material” should refer to both physical and digital creations. This wording appears to be from a time before social media was extensively used in campaigning.

Suggestion #8 (for the Executive Committee)

I (again) suggest that clearer expectations be set for how SAMU communicates to its members through marketing and communication channels that voting for an election is in progress, i.e., add further detail to section 39 of the *Elections* procedure. For example, is one (1) social media posting coupled with physical posters and banners around MacEwan University appropriate? Should the SAMU.ca homepage prominently allude to polls being open for an election? It is unclear why election information is not prominently displayed on the SAMU.ca homepage.

Suggestion #9 (for the Executive Committee)

I suggest consideration be given to the amount of discretion given to the CRO to declare the results of an election to be valid. For example, had the results of the election been within a margin of the number of eligible voters that were accidentally not provided with a ballot, should the CRO have the authority to unilaterally nullify an election and request a run-off?

Suggestion #10 (for Students' Council and the Executive Committee)

I suggest, in the strongest possible terms, that SAMU establish a strategy to assist with the mental health of those who involve themselves with the election process. Losing an election is a traumatic experience, especially for those who are running for re-election.

Suggestion #11 (for the Executive Committee)

I suggest that a review of the transition process, particularly for those leaving elected office (willingly or not) at the end of their academic career, be conducted. Transitioning from an academic lifestyle into a new working career is often not a smooth process, and those in elected positions often have less time to prepare than others. One example to consider the review of is the health and dental benefits coverage for outgoing elected representatives, i.e., consider offering extended coverage to any outgoing elected representative.



Suggestion #12 (for the Executive Committee)

I suggest the ability for a candidate to submit an appeal of the unofficial results of an election be limited to instances when the total number of votes between the top two candidates competing for a position is less than a set percentage of the total number of votes cast for that position, e.g., 20%. It is far simpler for candidates to utilize the grievance process before the unofficial results are issued as it allows the CRO to intervene as necessary to correct any alleged behaviours by others.

Suggestion #13 (for the Executive Committee)

I suggest that SAMU's marketing and communications team have a contingency plan available for the event of a successful appeal of election results.

Suggestion #14 (for Students' Council and the Executive Committee)

I suggest there be a deadline for the GIC to communicate any decisions related to an appeal to the governance office. This will allow for the CRO to be able to set dates for a potential by-election in advance as part of contingency planning.

Suggestion #15 (for Students' Council and the Executive Committee)

I suggest the SAMU governing documents be reviewed to determine if any rules pertaining to by-elections are needed.

Suggestion #16 (for the Executive Committee)

I suggest consideration be given to not have section 40 of the *Elections* procedure apply in the event of a by-election. Booking space for a tabling event or a campaign forum on a limited schedule proved to be challenging and I was advised the tabling event that did occur for this by-election contained a large amount of uncivil behaviour between the candidates that could have otherwise been avoided.



APPENDIX B: SOCIAL MEDIA ANALYTICS PROVIDED BY SAMU

Following the conclusion of the 2022 Students' Council, I expressed a desire to see data analytics associated with SAMU's marketing and communications efforts pertaining the elections-related content. The following data from SAMU pertains to the Executive Committee election and the subsequent Vice-President External by-election and it has not been edited. It is presented for information only.

EC Election Analytics		
Newsletter	Clicks	Opens
	48	13324
Instagram	Likes	Comments
	43	0
Facebook	Likes	Comments
	N/A	N/A
Twitter	Likes	Views
	1	118
Webpage Visits - Jan 30-March 16	1,780	

By-Election Analytics		
Newsletter	Clicks	Opens
	32	12516
Instagram	Likes	Comments
	31	1
Facebook	Likes	Comments
	N/A	N/A
Twitter	Likes	Views
	2	179
Webpage Visits March 27-April 5	500	



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
March 1, 2023 @ 2:30pm**

Voting Members:

Myles Dykes, President (absent)
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: 2:38pm
2. Approval of Agenda:
**VPO/VPSL
CARRIED**
3. Approval of Minutes for: February 22, 2023
**VPSL/VPA
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Committee Appointment	Vpsl – Vpa –	MOTION TO APPOINT SEB NERA TO THE GRANT ALLOCATION SUB- COMMITTEE VPSL/VPO CARRIED
2.	SAL Appointment	Guryodh Brar – “Hi, I would like to reapply for the Audit Committee. I wasn't able to attend the meeting because I had a chemistry lab.” GA – Guryodh had previously been appointed to the Audit Committee by EC. Unfortunately, they missed the most recent quarterly meeting which means they were automatically removed. They would like to be considered for reappointment. Vpsl – open to general public and get new applications. Vpo – repost. Vpe – Repost.	Action: GA to repost once new Committees policy is approved.

3.	Look out and Quiet Study automated doors	Vpo – cost estimate provided to update the doors. Gm – second floor doors will have hold option to keep them open when needed.	
4.	Committees Restructuring Discussion	Vpo – BPC recommended Committees policy to SC for approval. Want to discuss how to move forward with SALs if recommended changes are implemented. Looking for feedback on whether we should ask current SALs to 'return' on the new committees. Vpsl – good idea to provide TORs and find out if they are interested in continuing. Less work than full recruitment again. Vpe – agree with Vpsl. Vpa – echo comments made.	
5.	Project Updates	Google Drive: Workplan & Priorities Planning folder	
6.	Outstanding Action Items		
7.	VP Operations and Finance's Report	Transition work. BFC/budget update. BPC update. Committee applications. Elections events update. CAUS counterparts.	
8.	VP Student Life's Report	Tabling update. Student Mental Health Working Group meeting. Dean candidate update. Nighttime Economy focus group. Budget. Trauma Awareness update. Indigenous student support update. HCA design team meeting.	
9.	President's Report	tabled	
10.	VP Academic's Report	Academic integrity update. GFC update. AI working group update. Student concerns update. Restorative resolutions model – met with AUSA VP. ChatGBT update. SARG update. Awards meetings. Dean candidate meetings. UDL meeting. Nighttime economy focus group.	
11.	VP External's report	CASA update. News interview with respect to provincial budget. Counterparts. AdvoWeek update. GOTV launch. SoB funding update.	
12.	General Manager's Report	Transition reminder. Expense approval update. HR update. SG updates.	

		AMMICUS-C.	
13.	Recognition		

4. Adjournment

Time: 3:44pm



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
March 8, 2023 @ 3:00pm**

Voting Members:

Myles Dykes, President (absent)
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: 3:01pm
2. Approval of Agenda:
**VPE/VPSL
CARRIED**
3. Approval of Minutes for: March 1, 2023
**VPA/VPE
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	EC Retreat	Vpo – April 12 EC meeting booked – everyone responsible to have their transition presentations ready at that time. Vpsl – we'll provide a list of requirements for each exec with respect to retreat.	
2.	EC Priorities	Vpo – haven't met for a while now – should we continue meeting on Friday's or move to a different meeting/format. Vpe – add to EC agenda moving forward.	
3.	Project Updates	Google Drive: Workplan & Priorities Planning folder	Action: Vpa to provide report on UDL project by March 22.
4.	Outstanding Action Items		
5.	VP Student Life's Report	HCA meeting re. Summit happening in June. CCR update. LRC meeting update. Student code of conduct update.	
6.	President's Report	Alumni Advisory Council meeting. Business building update. Allard Chair in Business. EC transition meeting with Vpo. Alberta Post-Secondary Council update. Met with candidates. SAMU Way prep.	

		SET Pride Week march. SAMU Cares announcement. SARG meeting – student facing initiatives.	
7.	VP Academic's Report	Awards Sub-Committee meetings. Bylaws meeting. Honourary doctorates selection committee. Meskanis Governance Council. Pride Week march. SAMU Way announcement. SARG meeting. SSJOC meeting.	
8.	VP External's report	Met with Erin Sawyer. Federal Policy Committee meeting at CASA. Alberta Post-Secondary summit update. SAMU Ed work.	
9.	VP Operations and Finance's Report	Special meeting of SC. Met with Gallivan. Meetings with candidates. Prep for SC meeting – submissions. SAMU Way announcement. Tabling today. SSJOC.	
10.	General Manager's Report	SG updates. EC meetings. Potential event attendance.	
11.	Recognition		

4. Adjournment

Time: 4:05pm



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
March 14, 2023 @ 2:00pm**

Voting Members:

Myles Dykes, President (absent)
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: 3:02pm
2. Approval of Agenda:
**VPSL/VPO
CARRIED**
3. Approval of Minutes for: March 8, 2023
**VPA/VPSL
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Student Groups	Filipino Barkada Club	MOTION TO APPROVE THE FILIPINO BARKADA CLUB VPSL/VPE CARRIED
2.	EC Retreat Responsibilities	Vpsl – document provided for review. Expectations identified for everyone.	
3.	Health and Dental	Vpo – got #s back from Gallivan. Cam has provided info so we know what the impact on our plan will be. *agreement to use the predicted surplus to enhance the H&D plan.	MOTION TO APPROVE THE SAMU STUDENT HEALTH & DENTAL PLAN IMPROVEMENTS, AS PRESENTED VPO/VPA CARRIED
4.	EC Priorities (Standing Item)	Vpsl – visa package; EDI week; transition work; LRC work; Anti Sexual Violence training discussion re training for SGs. Vpo – visa package; transition;	

		Vpa – OER meetings; zero cost textbook program presentation; visa package; Vpe – CASA work; PVP prep; SAMU Ed work; transition; CASA AGM;	
5.	Project Updates (Standing Item)	Google Drive: Workplan & Priorities Planning folder	
6.	Outstanding Action Items		
7.	President's Report	Tabled.	
8.	VP Academic's Report	OER meetings & presentation.	
9.	VP External's report	CAUS updates. Affordability interview. GOTV. CASA updates. Student Leaders Orientation from Ministry.	
10.	VP Operations and Finance's Report	EC forum prep. Reports. Met with Thai re. EC and big picture of SAMU.	
11.	VP Student Life's Report	Check-in with Shannon. LRC work. Student Mental Health Work Group meeting.	
12.	General Manager's Report	SG updates. Period product update. HR updates. Info Sharing with MacEwan update. Procedure updates coming forward. Composting at MacEwan update.	
13.	Recognition		

4. Adjournment

Time: 4:10pm



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
March 22, 2023 @ 2:00pm**

Voting Members:

Myles Dykes, President
Stephan Vasquez, VP Academic
Matt Yanish, VP External
Larissa Williams, VP Governance & 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: 2:00pm
2. Approval of Agenda:
**VPSL/VPGF
CARRIED**
3. Approval of Minutes for: March 14, 2023
**VPSL/VPA
CARRIED**

TOPIC	DISCUSSION	ACTION/MOTION
		MOTION
		TO APPOINT MARIAM EHSAN AND JOEHN TORRES TO THE STRATEGY AND ENGAGEMENT COMMITTEE
		VPGF/VPSL CARRIED
		MOTION
		TO APPOINT DARRYL KOSTASH, PARVIN SEDIGHI, SEB NERA, AND ALAN HONEY TO THE GRANT AND AWARDS SUB-COMMITTEE
		VPGF/VPSL CARRIED
1. SAMU Committee Appointments	<p>Strategy & Engagement Committee – Mariam Ehsan & Joehn Torres</p> <p>Grant and Awards Sub-Committee – Darryl Kostash, Parvin Sedighi, Seb Nera, Alan Honey</p> <p>Governance Committee – Kon Kon, Ali Naqvi (likely can't meet during the summer though; will be back on campus in the Fall)</p> <p>Finance Committee – Brian Gulbraa, Bao Quoc Dang (Bao finishes up at the end of this semester)</p>	MOTION

			<p>TO APPOINT KON KON AND ALI NAQVI TO THE GOVERNANCE COMMITTEE</p> <p>VPGF/VPSL CARRIED</p> <p>MOTION</p> <p>TO APPOINT BRIAN GULBRAA TO THE FINANCE COMMITTEE</p> <p>VPGF/VPSL CARRIED</p>
2.	SC Refresher Responsibilities	Responsibilities Doc Vpsl -	tabled
3.	Our Campus, Our Safety: Student Leaders' Action Plan for Institutions and Governments to Address and Prevent Sexual Violence on Campus	Vpsl -	tabled
4.	SAMU Holidays	Vpa – approached by students who wanted to celebrate more Indian holidays – highlight 5 specific holidays. They want to know if SAMU would want to do something for these. Vpgf – think they should work/partner with SGs to facilitate some of those on campus. Vpsl – the Indian Club is doing an event on Friday. Would be good to direct them to SGs. Vpa – will provide info about SGs to them.	
5.	Student Support Clinic	Vpa – hub for providing direction to supports for students. Pilot launched by CSGD to have centralized touchpoint. Do we want to be a part of this in some way? Looking for feedback. Vpgf – think this falls within the Mental Health Navigator that we supported. The information is already there. Sounds like it's a duplication of efforts – everything should be funneled through Student Affairs. Vpsl – like the idea but don't think the way they've approached it is the best. MacEwan need a community social work team – not up to a student to take the burden on. Have had discussion at Mental Health Working Group.	

6.	EC Priorities (Standing Item)		
7.	Project Updates (Standing Item)	Google Drive: Workplan & Priorities Planning folder	
8.	Outstanding Action Items		
9.	VP Academic's Report	USR projects. OER meetings. Council on Student Affairs. Academic Advising Steering Committee. Calendar Advisory Group. Wild ride meeting.	
10.	VP External's report	Tabled.	
11.	VP Governance and Finance's Report	Met with Vpe re. SAMU ED. Counterpart at MacEwan meeting. Council photos & Council Chamber branding. VP University Relations Search Committee. Gallivan meeting update. Transition.	
12.	VP Student Life's Report	VPSL/GA housekeeping work. SG issues updates. Period product update. SC work & social update. Sexual Violence Prevention training meeting.	
13.	President's Report	Tabled.	
14.	General Manager's Report	Tabled.	
15.	Recognition		

4. Adjournment

Time: 2:50pm



**Agenda for the Executive Committee Meeting of the
Students' Association of MacEwan University
March 29, 2023 @ 2:00pm**

Voting Members:

Myles Dykes, President
Stephan Vasquez, VP Academic
Matt Yanish, VP External
Larissa Williams, VP Governance & 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: 2:02pm
2. Approval of Agenda:
**VPSL/VPGF
CARRIED**
3. Approval of Minutes for: March 22, 2023
**VPSL/VPA
CARRIED**

TOPIC		DISCUSSION	TIME	ACTION/MOTION
1.	SC Refresher Responsibilities	Vpsl – please review your responsibilities and be ready on day of.		Action: Shannon to book pasta for April 22, 5pm.
2.	Our Campus, Our Safety: Student Leaders' Action Plan for Institutions and Governments to Address and Prevent Sexual Violence on Campus	Vpsl – I believe we should sign on after reviewing the document. There are some things we are already doing. Would be good to align with them. Vpe – already asking for ¾ of items at CAUS.		Action: Vpsl to sign on our behalf.
3.	Appointments	Vpgf – confirmed with Bao that he would like to continue on this new committee and can fit it in his schedule. Seconf motion based on email we received – non academic appeal so it would fall into Vpsl role.		MOTION TO APPOINT BAO QUOC DANG TO THE FINANCE COMMITTEE VPGF/VPSL CARRIED MOTION TO APPOINT ELAINE TRAN TO THE NON-

				ACADEMIC APPEAL PANEL HEARING VPGF/VPA CARRIED
4.	Student Groups	Vpsl – club starting again. Strong application for this group.		MOTION TO APPROVE THE MACEWAN SOCIAL WORK CLUB VPSL/VPGF CARRIED
5.	Unbudgeted Expenditure	Vpsl/GM – we’re almost at the budgeted amount so are requesting additional funds for student group events. Gm – normally we’d say no but we want to do this for our first year back after COVID. Vpgf – good to remember that SGs haven’t been able to do much fundraising over the last few years.		MOTION TO APPROVE AN UNBUDGETED EXPENDITURE OF UP TO \$10,000 TO G/L 533000 FOR ADDITIONAL STUDENT GROUP EVENT GRANT FUNDS VPSL/VPGF CARRIED
6.	Awards Night – MC Responsibilities	Vpsl – we received the script for Friday. May need to split up responsibility for the evening instead of having just one person do it. Vpe – I’d like to do it if Myles declines. For the speech how do we want to do it? Would like the 4 of us to plan to move forward with a decision today. Gm – talk about successes for the year. Keep it short and sweet.		Action: By end of day Thursday – all execs add in ideas.
7.				
8.				
9.	EC retreat responsibilities check in (Standing Item)	Vpsl – Larissa & I met today and have more work completed re. transition. Please review and be ready.		
10.	EC Priorities (Standing Item)			
11.	Project Updates (Standing Item)			
12.	Outstanding Action Items			
13.	VP External’s report	CASA update. Chamber of Commerce event attendance.		
14.	VP Governance	By-election update. EDI Week event attendance.		

	and Finance's Report	Transition. Councillor interview update. Gallivan visit update. SoBC meeting. RFP vending machine meeting with MacEwan.		
15.	VP Student Life's Report	LRC tabling session update. EDI Ideas Leader event attendance. Transition. Anti-discrimination response meeting. GAASC meeting. Meeting with students to recruit as reps. SVPEC meeting. HR update. Refresher.		
16.	President's Report	tabled		
17.	VP Academic's Report	Meetings re. textbook cost program. UDL follow-up discussion. Grant adjudications. Met with Academic advising staff. GFC Exec Committee meeting.		
18.	General Manager's Report	Event attendance update. Transition reminder. HR update.		
19.	Recognition			

4. Adjournment

Time: 3:09pm



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

Meeting Date	Submitted By
April 19th 2023	Larissa Williams, Vice President Governance and Finance

Agenda Item Title Councillor Vacancy Appointments

**Action
Requested**

☒ Motion

☐ Consultation Item

AGENDA ITEM DETAILS

Motion Title

MOTION TO APPOINT _____ AS A COUNCILLOR FOR A TERM OF MAY 1ST TO OCTOBER 31 2023
MOTION TO APPOINT _____ AS A COUNCILLOR FOR A TERM OF MAY 1ST TO OCTOBER 31 2023
MOTION TO APPOINT _____ AS A COUNCILLOR FOR A TERM OF MAY 1ST TO OCTOBER 31 2023
MOTION TO APPOINT _____ AS A COUNCILLOR FOR A TERM OF MAY 1ST TO OCTOBER 31 2023

**Background
Information**

Due to the Executive Committee Election results Students' Council will have 4 vacancies come May 1st and it is important to fill those seats. The Students' Council Operations Committee (SCOC) began the recruitment process just after the original election results were in, on March 17th and received 10 applications before we began the process of vetting candidates. We interviewed all candidates and will provide our recommendations to Students' Council to review during the In-Camera Session of this meeting.

**Alternative
Considerations**

N/A - Per SAMU Bylaws, Students' Council solicits a qualified member to fill vacancies. The responsibility to find candidates has been taken on by the SCOC, as authority was delegated by Students' Council through the Committees policy.

**Risk
Management
Considerations**

N/A

**Strategic
Alignment**

☒ Attached Strategic Alignment Checklist is complete

Implications	Students' Council seats will be filled and the work of Council can be fulfilled. There are more voices present to attest to the student experience on campus.
Related Documents	
Follow Up Action	Students' Council Training and Refresher for all appointees and members of Council
Review History	SCOC

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 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 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 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 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"/>



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

Meeting Date	Submitted By
April 19 th 2023	Larissa Williams, Vice President Governance and Finance

Agenda Item Title **Committee Appointments**

**Action
Requested**

☒ Motion

☐ Consultation Item

AGENDA ITEM DETAILS

Motion Title

TO APPOINT COUNCILLOR _____ TO THE AUDIT COMMITTEE FOR A TERM OF MAY 1ST TO OCTOBER 31ST

TO APPOINT COUNCILLORS _____ AND _____ TO THE GOVERNANCE COMMITTEE FOR A TERM OF MAY 1ST TO OCTOBER 31ST

**Background
Information**

***IF YOU PUT YOUR NAME FORWARD FOR AUDIT YOU MUST BE AVAILABLE FOR A MEETING ON MAY 2ND FROM 3-4PM**

These vacancies on committees have opened up due to the results of the Executive Committee Elections and therefore will need to be repopulated with Councillors.

**Alternative
Considerations**

**Risk
Management
Considerations**

N/A

**Strategic
Alignment**

☒ *Attached Strategic Alignment Checklist is complete*

Implications

Committees can meet quorum with the new Councillors on it.

Related Documents	Committees Policy
Follow Up Action	Committees Meet to discuss workplans
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 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>
4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Audit Committee

Mandate

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

Authority

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

Roles of Committee

3. Audit Committee monitors, evaluates, advises, and makes recommendations on:
 - 3.1. matters affecting external, internal, or special audits;
 - 3.2. policies and practices related to internal controls; and
 - 3.3. compliance with legal, statutory, and regulatory requirements.

Standing Orders

4. Audit Committee reviews Executive spending and work, vacation, and sick hours quarterly.
5. Audit Committee reviews budget variances quarterly.
6. Audit Committee reviews out-of-budget and exceptional authorizations or expenses.
7. Audit Committee reviews compliance with recommendations made by SAMU's auditors.
8. Audit committee may add to its work plan any item of concern relating to its mandate or roles which has been brought to its attention by committee members, Councillors, Executives, SAMU staff, SAMU members, or SAMU's auditors.
 - 8.1. The identity of any individual who brings a concern before Audit Committee is kept confidential and is not disclosed during Audit Committee investigations, in minutes or in reports.

Composition

9. The voting members of Audit Committee are three Councillors and two students-at-large.
 - 9.1. If voting positions of the Audit Committee cannot be populated by Councillors, students-at-large will fill the remaining positions.
 - 9.2. Preference will be given to students-at-large with financial experience.
10. The resource officials of Audit Committee are a public member with professional accounting experience and a full-time staff member of the Finance Department.

11. No SAMU official with signing authority may serve on Audit Committee.
12. Any Councillor is entitled to attend a committee meeting in a non-voting capacity.

Committee Operations

13. Audit Committee selects a Chair from among the Councillors on the committee.
14. Regular quarterly meetings of Audit Committee are held once per fiscal quarter, on dates determined at the first meeting following the initial appointment of Councillors to committees.
 - 14.1. Voting members who fail to attend a regular quarterly meeting are automatically removed from the committee.
15. The Committee Chair may call additional meetings as required.

Governance Committee

Mandate

1. The Governance Committee ensures the relevance and consistency of SAMU Bylaws and Policy and assists in governance process development.

Roles of Committee

2. The Governance Committee ensures the proper and timely review of SAMU Bylaws and Policy.
 - 2.1. The Governance Committee utilizes the policy review regulations set in the Governing Documents Policy
3. The Governance Committee may recommend amendments to a current bylaws or policies.
4. The Governance Committee may create new policies.
5. The Governance Committee ensures the alignment of Policy with the SAMU Bylaws, Vision, and Mission.
6. The Governance Committee consults with SAMU staff in the course of its deliberations where the creation and revision of policies affects department operations.
7. The Governance Committee may be consulted regarding process development for Students' Council and the Executive Committee

Composition

8. The voting members of Bylaws and Policy Committee are the Vice President Operations and Finance, four Councillors, and two students-at-large.
9. The resource officials of Bylaws and Policy Committee are the Governance Advisor
 - 9.1. The Governance Committee may call on the Chair of Students' Council to provide feedback or advice to the committee.
10. Any member of Students' Council is entitled to attend a committee meeting in a non-voting capacity.

Committee Operations

10. The Vice President Operations and Finance serves as Chair of Governance Committee.
11. Meetings of the Governance Committee are held at least quarterly.
12. The Committee Chair may call additional meetings as required.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

Meeting Date	Submitted By
April 19th 2023	Larissa Williams, Vice President Governance and Finance

Agenda Item Title Governance Investigations and Reinstatement Committee Report

**Action
Requested**

☒ Motion

☐ Consultation Item

AGENDA ITEM DETAILS

Motion Title	TO MAKE PUBLIC THE GOVERNANCE INVESTIGATIONS AND REINSTATEMENT COMMITTEE REPORT DATED MARCH 23, 2023
Background Information	An appeal was submitted prior to the results of the Executive Committee election becoming official and based on that submission the Governance Investigations and Reinstatement Committee came together to review the appeal. The report has the ability to become public via a motion at Council
Alternative Considerations	keep the report confidential
Risk Management Considerations	Low
Strategic Alignment	<input checked="" type="checkbox"/> Attached Strategic Alignment Checklist is complete
Implications	report becomes available for the public
Related Documents	GIRC report to Students' Council
Follow Up Action	make the report public
Review History	GIRC

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"/>
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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 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 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 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 checked="" type="checkbox"/>	<input type="checkbox"/>