



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

**Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
July 19, 2023 at 6:00pm in Council Chamber**

Voting Members:

Gabriel Ambutong, President
Abby Beka, Councillor
Jakob Cardinal, Vice President External
Freja Cartujano, Councillor
Jayden Depeel, Councillor
Cierra Jacobs, Vice President Student Life
Joseph A. La Torre, Vice President Governance
and Finance
Nhi Phan, Councillor
Nathan Poon, Councillor
Sasha Ryzhova, Councillor
Rayyah Sempala, Councillor
Joehn Torres, Councillor
Chioma Uzor, Councillor

Stephan Vasquez, Vice President Academic
Sonia Yusuf, Councillor
Layal Zidan, Councillor
vacant, Councillor
vacant, Councillor
vacant, Councillor

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

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 JULY 19, 2023

2.2 MOTION

TO APPROVE THE MINUTES OF JUNE 21, 2023

3. Presentations

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 Governance & Finance

4.1.5. Vice President Student Life

4.1.6. Audit Committee (Chair: Councillor Cartujano)

4.1.7. Executive Committee (Chair: Pres)

4.1.8. Finance Committee (Chair: Vpgf)

4.1.9. Governance Committee (Chair: Vpgf)

4.1.10. Students' Council Operations Committee (Chair: Vpgf)

4.1.11. Strategy and Engagement Committee (Chair: Vpsl)

4.2. Executive Committee Minutes

Minutes of June 14 and July 5, 2023 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

Topics include:

6. In Camera Period

6.1

7. Motions & Business Orders of the Day

7.1.

8. Consultation

8.1

9. Evaluation

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: August 16, 2023

Meeting adjourned at pm.



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Minutes for the Students' Council Meeting of the Students' Association of MacEwan University June 21, 2023 at 6:00pm in Council Chamber

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Jakob Cardinal, Vice President External
Freja Cartujano, Councillor
Jayden Depeel, Councillor
Cierra Jacobs, Vice President Student Life
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and Finance
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2. Approvals

2.1 MOTION

TO APPROVE THE AGENDA FOR JUNE 21, 2023

ZIDAN/VPSL

CARRIED

2.2 MOTION

TO APPROVE THE MINUTES OF MAY 17, 2023

PHAN/BEKA

CARRIED

3. Presentations

4. For Information

4.1. Reports

4.1.1. President

Audit update;

4.1.2. Vice President Academic

As presented.

4.1.3. Vice President External

As presented.

4.1.4. Vice President Governance & Finance

4.1.5. Vice President Student Life

As presented.

4.1.6. Strategy & Engagement Committee (Vpsl)

As presented.

4.1.7. Students' Council Operations Committee (Vpgf)

4.2. Executive Committee Minutes

Minutes of May 9, 17, 25, 31, and June 7, 2023 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

Topics include: timeline of Digital Design Experience program; Vpe project – Indigenous Gathering; admission requirements for Bridge to Nursing program; timeline for Vpa goals re. student research research; MacEwan strategic vision on teaching greatness; CASA conference; social media advertising; AI working group; student mental health framework; textbook transparency project; USRI; CASA fees; GFC – student voice.

6. In Camera Period

7. Motions & Business Orders of the Day

7.1. SAMU Credit Cards

MOTION TO APPROVE AN EXPENSE OF \$100,000.00 TO BE USED AS A PRE-PAYMENT WITH U.S. BANK VISA FOR A SAMU CREDIT CARD ACCOUNT

PRES/VPSL

Favour: Zidan, Yusuf, Torres, Uzor, Sempala, Ryzhova, Phan, Poon, Beka, Vpe, Pres, Vpsl, Depeel, Vpa.

Oppose: Cartujano

CARRIED

8. Consultation

9. Evaluation

10. Recognition

11. Adjournment

MOTION TO ADJOURN

ZIDAN

CARRIED

Next Meeting Date: July 19, 2023

Meeting adjourned at 6:58pm.



Students' Council Report

President

July 19th, 2023

Council,

Please see the report on my work as President from June 22nd to July 11th.

Executive Summary

- MacEwan University Spring 2023 Convocation
- Council of Alberta University Students Structural Planning Conference

Student Voice

The Student Voice is amplified by SAMU.

MacEwan University Spring Convocation

2.4 Foster positive relationships with MacEwan University to better serve students.

As a member of the Board of Governors, I was invited to attend the Spring Convocation. At the Convocation, I gave the Student Invocation as part of my role as SAMU President. I had the opportunity to foster SAMU's relationship with MacEwan faculty, staff, and administration during the Convocation Luncheon.



CAUS Structural Planning Conference

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

Alongside the VPE, I attended a 3-day virtual conference where we debated on the organization's values, priorities, and committees. A board meeting was held during the 2nd day of the conference, where we approved the 2023/2023 budget.

Closing Remarks

I appreciate you taking the time to read my report. Unfortunately, the VPE and I will miss the July 19th Students' Council meeting. We will be in New Brunswick for the Canadian Alliance of Student Associations (CASA) Policy and Strategy Conference. I won't be able to provide any oral supplements or answer any oral questions during this time, so please reach out if you have any questions or concerns. Thank you!

Kind regards,

Gabriel Ambutong (He/Him)

SAMU President 2023-2024

sapresident@macewan.ca

Students' Council Report

Vice President Academic

July 19th, 2023

Good evening Students' Council. Please see below for my July report!

Executive Summary

- OERs
- Deans-SAMU Meetings
- Core Strengths Assessment
- Student Engaged Research
- Calendar Advisory Group
- AIO Discussions

Student Voice

The Student Voice is amplified by SAMU.

Dean-SAMU Meetings

Strat Bullet Point 2.4 & 3.3

To facilitate the retention of institutional knowledge and relations across successive Executive Committee members I've scheduled meetings with myself, the SAMU President, and the deans of each school on campus. It's been fantastic to build upon



those relationships and move forward to support both their initiatives as well as gain their support for several of our initiatives. So far, we have met with the Dean of the School of Nursing, Dean of the School of Health & Community Studies, and the Dean of the School of Arts & Sciences. The remaining meetings will stretch over the summer and end in the fall.

Student Engaged Research

Strat Bullet Point 2.4 & 3.3

The Office of Research Services is introducing a new lead, Dr. Hugh Mckenzie. To better support student research by identifying gaps, I prepared a report of student interviews took part in student research. After discussing the results with Dr. Mckenzie and Dr. Sand Jung, we have highlighted some areas of support, such as advertising and communications, for the next year. While consultations are ongoing, I'm excited to break ground and help generate more interest in student research at MacEwan.

Student Supports

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

OERs

Strat Bullet Point 3.1 & 3.3

One of my projects this year has been to create two OER workshops. These workshops will focus on guiding students to websites and library services that can save them textbook costs. I'm working with the Library and Center for Teaching & Learning to create programing for this project. In addition, I'll be presenting with Eva Rivett during the New Faculty Orientation to help new instructors and staff learn about the various OER resources available to them.



AIO Consultations

Strat Bullet Point 3.1 & 3.3

Over the past 12 months I've worked with the Academic Integrity Office to develop stronger strategies to facilitate restorative practice for academic integrity violations. So far, our current strategy is experiencing a few gaps so the AIO officer and I have been reaching out to stakeholders and reading papers on the most effective strategies. This will include reaching out to our new connections with the School of Health & Community Studies to find the most effective route for restorative practice at MacEwan.

AI 2 Working Group

Strat Bullet Point 3.1 & 3.3

The AI 2 working group has produced draft papers on AI at MacEwan. Our goal is to conclude research and consultations by the end of the summer and present the final draft to the Committee on Teaching & Learning. The key points of each draft were reciprocity in AI use, fair use, legal rules & privacy, revisiting learning outcomes, highlighting academic freedom for faculty, new modes of assessment, and accountability. Furthermore, we've highlighted citation guides in APA, MLA, & Chicago style for Generative AI models (like DALL-E and ChatGPT) that are now available on the Library website.

Calendar Advisory Group

Strat Bullet Point 3.3

At CAG we covered a variety of operational components of our information management systems. Besides that, we approved the course code for a new non-credit



course for the School of Continuing Education titled 'Bookkeeping & Accounting'. This non-credit course will be available for the Fall of 2023-2024.

Strengthening SAMU Operations

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

Core Strengths Test

Strat Bullet Point 4.5

At SAMU we want to ensure that our team dynamic is positive, respectful, and productive. To promote that we have begun consultations with the Core Strengths assessment tool to increase our relationship intelligence. Our meetings have just started but I am excited to see what insights they will bring.

Closing Remarks

What a journey it has been. If you have any questions feel free to email me.

Enjoy the summer while it is here!

Cheers,

Steph

Students' Council Report

Vice-President External

Date of Meeting July 19th, 2023.

Hello Council!!

Here is a summary of the work of the VPE portfolio from June 15th – July 12th.

Executive Summary

- CASA update
- CAUS update
- Edmonton City Council: Urban Planning Committee
- Land Based Teaching

Student Experience & Engagement

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

Land Based Teaching – National Indigenous Peoples Day

- National Indigenous Peoples Day is a day to recognize and celebrate the history, heritage, resilience and diversity of First Nations, Inuit and Metis across Canada. This day has been celebrated for generations dating back to 1996. The Governor General of Canada, Roméo LeBlanc, proclaimed June 21st National Aboriginal



Day! It's an opportunity for everyone to celebrate the cultural richness and contributions of First Nations, Inuit, and Métis peoples.

- As part of growing the relationship with SAMU's most proximal neighbor, MacEwan, I joined the libraries external services team for a Land based Teaching about our location here in Beaver Hills (Edmonton). This teaching included discussion and speculation about some of the Indigenous artwork placed downtown during Alberta's Centennial project. As well, a discussion and presentation of the differing natural occurring plants in the area. Did you know: The Alberta Legislature has a "natural life" section which is tailored to specifically grow only what would be found present in each region across Canada. In a way one can "walk across Canada" in mere minutes.

Student Voice

The Student Voice is amplified by SAMU.

CASA UPDATE

- Your president and I are currently getting ready to voice the values and concerns of MacEwan students at the federal level. The reason we have missed the upcoming meeting of the Students Council is because we will be attending CASA's Policy and Strategy Conference. This is where we, among the entirety of CASA's leadership and membership, will be setting CASA's action plan for the upcoming year. I have recently been voted as the Vice-Chair for the National Advocacy Committee and I look forward to bringing a full report to the next Students Council meeting to discuss the path set.

CAUS UPDATE

- Your president and I had the opportunity to voice the values and concerns of MacEwan students while attending CAUS's Structural Planning Conference. This



conference was an opportunity for the external advocacy teams from each member institution to have an open dialogue with one another with an end goal of deciding our provincial values and priorities. As an organization, CAUS's focus is on three main issues for the upcoming year, Affordability, Honoring Treaties & Mental Health.

- I had the opportunity to voice the values and concerns of MacEwan students along with CAUS delegates, while attending the Calgary Stampede government relations events. Meeting with a combined total of 80% of our provinces MLA's and a few key ministers, the trip was a success. Edmonton having voted completely orange in the most recent election made it imperative for SAMU as well as the UASU (University of Alberta's Student Union) to get in front of our newly elected government and show that we are non-partisan institutions.



Edmonton City Council: Urban Planning Committee

- I had the opportunity to voice the values and concerns of MacEwan students along with the Vice-President External from the University of Alberta Student's Union (UASU), at the City of Edmonton's Urban Planning Committee meeting where we spoke on the city's zoning bylaw change.
- Affordability and Housing have been highlighted by both MacEwan and U of A students as key issues right now. We spoke in favor of the zoning bylaw change as the bylaw would increase densification, which would in theory increase the amount of affordable housing options for students. I will continue to advocate at the municipal level on behalf of students.





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

N/A

Closing Remarks

The student experience is informed by the student voice, and I always welcome yours! Please do not hesitate to contact me via email at savpstudentlife@macewan.ca or schedule an appointment.

Thank you I appreciate your time,
Jakob Cardinal.



Students' Council Report

Vice President Governance & Finance

July 19th, 2023

Salutations Council!

I hope everyone's summer is off to a great start! I cannot believe it has already been two and a half months in office – how time flies when you are an elected representative in office almost every day having “fun.” My report this month is short; however, I have a few projects in the background that I have been working on, which I will update you on soon. Nonetheless, this report is from June 16th to July 13th.

Executive Summary

- Gallivan Client Advisory Council Conference

Student Voice

The Student Voice is amplified by SAMU.

Student Supports

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



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

Gallivan Client Advisory Council Conference (CAC)

Cam (the Senior Finance Manager) and I attended the annual Gallivan CAC conference from June 19th- 22nd. Over the span of four days, there were multiple sessions regarding their available services, and a one-on-one meeting Cam and I had with them. We also had the opportunity to meet other student leaders from all over Canada and network with them. Ultimately, there were many great things that came out of this conference like strengthening our relationship with Gallivan, so I look forward to how we can continue the great relationship we have with Gallivan and collaborate with them further in the future.

Strengthening SAMU Operations

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

Closing Remarks

In the wise words of our president elect: "What a journey it's been." I cannot wait for it to continue in my role as VPGF, and to be going on the journey with you all.

As always, if you have any questions or concerns, please feel free to reach out!

Kind Regards,

Joseph A. La Torre, (He/Him)

VP Governance and Finance, SAMU 2023/2024



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

savpoperations@macewan.ca



Students' Council Report

Vice President Student Life

07-13-2023

Greetings council! 🌸

Happy July! 🌞🍉 This past month has truly flown by, and I can hardly believe we're more than halfway through the summer. I'm happy to share with you all my report of activity in office from June 16- July 13. 😊

Executive Summary

- Restorative Justice Approach to Sexual Violence Subcommittee
- Housekeeping

Student Supports

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

Restorative Justice Subcommittee

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

As a member of the Sexual Violence Prevention and Education Committee (SVPEC), I also sit on several subcommittees, including the Restorative Justice Approach to Sexual Violence Subcommittee. This subcommittee has been tasked with adding an option for processing complaints of sexual violence on campus through a restorative justice system. We met for the first time of my term June 23 and discussed the logistical framework of a restorative justice approach to reconciling sexual violence complaints.

This included having readily available information on the restorative justice approach for students, faculty, and staff when sexual violence acts are disclosed, how this will look

VPSL Report to Students' Council



for a complainant, what kinds of sexual violence complaints will be considered appropriate for restorative justice, and what the necessary supports for all involved parties will look like. We further discussed a timeline for the pilot project, and we hope to launch it in the upcoming winter 2024 semester. Next steps are legal consultation and fine tuning the investigation process which will occur in the fall.

Strengthening SAMU Supports

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

Housekeeping

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

Most of my time in office this month has been dedicated to performing administrative tasks. Developing initiatives through collaboration with SAMU staff and housekeeping in general has been my focus in being best prepared for the fall term and along with it, the events, and projects to come. Most of MacEwan faculty and staff take their holidays at this time so my regular committee meetings have been pushed however, I'm excited to report that I have become very familiar with SAMU processes and had time to dissect committee terms of references and resources in better preparation for such meetings.

Closing Remarks

Thank you for taking the time to read my report!

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

Please do not hesitate to contact me via email at savpstudentlife@macewan.ca

Cheers,



Cierra Jacobs (she/her)

VP Student Life, SAMU 2023/2024

Students' Council Report

Audit Committee

July 19th, 2023

Audit Committee Members:

Freja Cartujano (Chair, Councillor)

Nathan Poon (Councillor)

Layal Zidan (Councillor)

Brian Gulbraa (Student-At-Large)

vacant (Student-At-Large)

Committee Resource Officials:

Cameron Whiting (Senior Finance Manager)

Dear Council,

This is the report from the Audit Committee for the reporting period: April 1st - June 30th, 2023.

In this reporting period, we only met once, on May 2nd. During that meeting, we welcomed our new Councillor member, Nathan Poon, and send our warmest farewell to the new VPSL and previous member, Cierra Jacobs. We also discussed and inquired about the Q3 budget variances; executive spending; executive sick and vacation time; and executive flex reports. The committee members have requested more information for analyzing the budget variances (i.e., the budget year Excel sheet). This is to have a proper overview, understanding, and comparison of each quarter moving forward. Furthermore, the committee members expect better rationale or reasons from executives while filing their reports to the audit committee.

Let me know if you have any boiling questions about the audit committee!

Closing Remarks

Two months of spring have passed by, and two months until we wave summer goodbye. I hope everyone has a great summer!

Best wishes,

Freja Cartujano

Executive Committee Work Plan 2023-2024 For Information to Students Council	
Chaired By:	Gabriel Ambutong, President
Members:	Stephan Vasquez, Vice President Academic Jakob Cardinal, Vice President External Joseph A. La Torre, Vice President Governance and Finance Cierra Jacobs, Vice President Student Life
Mandate:	The Executive Committee ensures that Students' Council's policies are implemented, is responsible for overseeing the General Manager, helps develop the strategic direction of SAMU, and acts faithfully on behalf of Students' Council.
Approved by Committee:	July 12, 2023
Received by Council:	July 19, 2023

Theme: Inclusion and Accessibility		
Initiative	International Student Lunch n' Learn	
EC Lead(s)	Vice President Student Life	
Strat Plan Alignment	Student Supports	3.1 Develop and deliver initiatives that are inclusive and responsive to student needs.
Objective	Targeted support for international students on campus.	
Key Details	Projected Event Date: November 21 st , 2023, and either January 16 th or 29 th , 2024	

Status	INITIAL STAGES	
Initiative	Beaver Hills Students' Gathering	
EC Lead(s)	Vice President External	
Strat Plan Alignment	Student Experience and Engagement	1.2: Increase student awareness of SAMU and its opportunities through strong communications and engaging marketing materials. 1.3: Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students.
Objective	Uplift & Empower: our goal is to provide a meaningful space to recognize and celebrate and build up Indigenous success on Treaty 6 and otherwise, local to our area. This will be done both through the topics of discussion, as well as the format of the discussion, and who is leading them and participating in them.	
Key Details	Projected Event Date: August 22nd	
Status	IN PROGRESS	
Initiative	Ponoka Campus Visit	
EC Lead(s)	Vice President Student Life	
Strat Plan Alignment	Student Experience and Engagement	1.2 Increase student awareness of SAMU and its opportunities through strong communications and engaging marketing and branding
Objective	To show Ponoka students that we are here for them. We represent all SAMU members and are there to hear any concerns and show them that they have resources and perks from SAMU. This is an opportunity for EC to learn about the further needs of students at Ponoka and present what we know they can use right now. We will familiarize ourselves with the students and campus as is necessary to represent them in our roles.	
Key Details	Projected Event Date: September 13 th , 2023	
Status	IN PROGRESS	

Theme: Financial and Wellness Supports		
Initiative	Open Educational Resources Workshops (Don't Go Textbook Broke)	
EC Lead(s)	Vice President Academic	
Strat Plan Alignment	Student Supports	3.1 Develop and deliver initiatives that are inclusive and are responsive to all student needs.
Objective	Decrease textbook costs by increasing awareness of OERS	
Key Details	Projected Event Date: September 14 th , 2023, and January 11 th , 2024.	
Status	IN PROGRESS	
Initiative	Textbook Transparency Project	
EC Lead(s)	Vice President Academic	
Strat Plan Alignment	Student Supports	3.3 Strengthen collaborations and partnerships with MacEwan University to expand supports and resources for students 2.4 Foster positive relationships with MacEwan University to better serve students.
Objective	Lower textbook costs by market pressures. Give students more flexibility.	
Key Details	Under review in ERP7 group. Projected Event Date: N/A	
Status	IN PROGRESS	
Initiative	Period Product Launch	
EC Lead(s)	Vice President Student Life	

Strat Plan Alignment	Student Supports	3.1 Develop and Deliver initiatives that are inclusive and are responsive to all student needs.
Objective	To make students aware that the SAMU bathrooms (women and all gender) have period products available to them forever.	
Key Details	Projected Event Date: September 5 th , 2023 (2-week promotion period)	
Status	IN PROGRESS	
Initiative	Anti-Plagiarism Workshops	
EC Lead(s)	Vice President Academic	
Strat Plan Alignment	Student Supports	3.1 Develop and Deliver initiatives that are inclusive and are responsive to all student needs.
Objective	Decrease the number of academic integrity violations by providing info on the types of plagiarism and the supports available to students at SAMU and MacEwan.	
Key Details	Projected Event Dates: October 13 th , 2023, and February 7 th , 2024.	
Status	IN PROGRESS	

Theme: Opportunities for Students		
Initiative	AI Literacy Week	
EC Lead(s)	Vice President Academic	
Strat Plan Alignment	Student Supports	3.1 Develop and Deliver initiatives that are inclusive and are responsive to all student needs.

Objective	Teach students the different AI resources available, how to better prompt generative AI, MacEwan AI plagiarism rules, how to cite AI, and privacy/copyright issues faced by using AI.
Key Details	Projected Event Date: February 12 th , 14 th , and 16 th , 2024.
Status	IN PROGRESS

Initiative	Student Leadership Week	
EC Lead(s)	Vice President External	
Strat Plan Alignment	Student Experience & Engagement	1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students.
	Student Voice	2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation. 2.4 Foster positive relationships with MacEwan University to better serve students.
	Student Supports	3.3 Strengthen collaborations and partnerships with MacEwan University to expand supports and resources for students. 3.4 Enhance relationships with external organizations to leverage resources and supplement new and existing initiatives.
Objective	Dedicate a week to empower and encourage students to become more active and engaged on campus.	
Key Details	Projected Event Dates: October 17 th -19 th .	
Status	INITIAL STAGES	
Initiative	EC For a Day	
EC Lead(s)	Vice President Governance & Finance	

Strat Plan Alignment	Student Voice	2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation.
Objective	Give individuals who are considering running for EC positions a chance to gain some insight into the position.	
Key Details	Projected Event Date: February 8 th , 2024	
Status	IN PROGRESS	

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

Key Details	A three-day event in which students engage with governance and learn how to run for Students' Council, what governance is and how these opportunities will sharpen and grow their skill sets and may shape their future careers. Projected Event Dates: September 20 th -22 nd , 2023	
Status	IN PROGRESS	

Initiative	Governance Review Implementation	
EC Lead(s)	Vice President Governance and Finance	
Strat Plan Alignment	Strengthening SAMU Operations	4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes.

Objective	Implement the Governance Review Recommendations	
Key Details	SAMU underwent a governance review where we were provided recommendations to improve our governance processes. Currently a team is in place to do the work behind the implementation of the review and bring the forward the proposed changes to Council.	
Status	IN PROGRESS	
Initiative	Executive Committee Transition	
EC Lead(s)	President	
Strat Plan Alignment	Strengthening SAMU Operations	4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. 4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.
Objective	Onboard and ensure the success of the new Executive Committee and prepare for the next year	
Key Details	Onboarding and supporting the new EC from May to Nov, ends with mid-year retreat. Begin EC transition planning in February and commence in late March after EC elections are official.	
Status	ONGOING	
Initiative	Executive Committee’s Mid-Year Winter Retreat	
EC Lead(s)	President	
Strat Plan Alignment	Strengthening SAMU Operations	4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. 4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.
Objective	-Foster the team’s working relationship -Asses the team’s status and reevaluate the team’s goals	

Key Details	Projected Date: October 30 th to November 3 rd	
Status	ONGOING	
Initiative	Students Council Training	
EC Lead(s)	President	
Strat Plan Alignment	Strengthening SAMU Operations	4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. 4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.
Objective	Ensure that members of our governing board are knowledgeable about governance and SAMU	
Key Details	Planning for the official Students’ Council Training will begin in September and continue until execution in late October	
Status	ONGOING	
Initiative	Students Council Refresher	
EC Lead(s)	President	
Strat Plan Alignment	Strengthening SAMU Operations	4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. 4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.
Objective	Ensure that members of our governing board are knowledgeable about governance and SAMU	
Key Details	Projected Date: April or May 2024	
Status	ONGOING	

Initiative	SAMU 2024/25 Budget	

EC Lead(s)	Vice President Governance & Finance	
Strat Plan Alignment	Strengthening SAMU Operations	4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. 4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability.
Objective	Prepare the department 12 budget for the next fiscal year and oversee the whole budget process for the annual budget submission to Council for Approval	
Key Details	The budgeting process for the next fiscal year will begin around November/December of 2023.	
Status	INITIAL STAGES	

Initiative	Town Hall	
EC Lead(s)	Vice President Governance & Finance	
Strat Plan Alignment	Student Voice	2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation
Objective	Required by policy it provides Elected Representatives the ability to connect with students on a variety of topics	
Key Details	Projected Event Date: January 31 st , 2024	
Status	IN PROGRESS	

Initiative	Governance Engagement Policy	

EC Lead(s)	Vice President Governance & Finance	
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Strat Plan Alignment	Strengthening SAMU Operations	4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes. 4.2 Document main policies and processes to support business continuity and transitions in leadership and staff. 4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.
Objective	Detail and clarify the opportunities how SAMU elected representatives engage and communicate with the student body.	
Key Details	Projected Completion Date: October 2023	
Status	IN PROGRESS	
Initiative	School of Continuing Education	

EC Lead(s)	Vice President Governance & Finance	
Strat Plan Alignment	Strengthening SAMU Operations	4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes. 4.2 Document main policies and processes to support business continuity and transitions in leadership and staff
Objective	The goal is to provide the SCE students with the necessary supports and services while also following the correct procedures and documentations – such as the UPASS contract, PSLA, etc. Ultimately, it is coming to an agreement with them and as a result, charge them a sufficient fee.	
Key Details	Projected Completion Date: April 2024	
Status	INITIAL STAGES	
Initiative	Building and Maintaining EC Team Dynamics	
EC Lead(s)	President	

Strat Plan Alignment	Strengthening SAMU Operations	4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence
Objective	Building connections between the executives and our work so that we are tuned into one another's' work; building sustainable structures to ensure the dynamic is maintained even beyond this year; building openness and trust among the team to enable honest conversations, especially where disagreement and conflict is involved; empowering each individual VP to thrive in their role, and ensuring they feel supported in doing their work.	
Key Details	President 1 on 1s with the team: capacity check, opportunity to voice concerns, ensuring the President knows what's going on with the team to better support them, being intentional and creating a space in accordance with those intentions. Frequency is dependent on preference and availability. Team Huddles: ice breaker component, check in on an out of ten scale, promoting a common sense of ownership of the team's work, opportunity to vocalize something to the team if needed, a chance to assess capacity and where the team is at, informal business and consultation	
Status	ONGOING	
Initiative	Governance Engagement	
EC Lead(s)	President	
Strat Plan Alignment	Student Experience and Engagement 	

	-Conduct a maximum of 10 student group visits (including event attendance), per Fall and Winter semester with a goal of recruiting students for committees, Students' Council, and Executive Committee.
Key Details	<p>Projected Timelines:</p> <p>Articulating the problem- Initial planning is set to begin in August.</p> <p>Research- Ongoing</p> <p>Student Group Visits- Begins in September.</p>
Status	ONGOING

Theme: Advocacy		
Initiative	Reinforcing Municipal Advocacy	
EC Lead(s)	Vice President External	
Strat Plan Alignment	Student Voice	2.3 Continue to build collaborative relationships with other Students' Associations and organizations to enhance the collective student voice with all government levels.
Objective	Increase student advocacy efforts at a municipal level, in order to secure the outcomes that best support students.	

Key Details	<p>This project would be an ongoing and coordinated effort to build and reinforce SAMU’s municipal advocacy, especially where affordable housing is concerned. It would include seeking out a leadership position with the Edmonton Student Alliance, as well as working more closely with city council and local businesses and community organizations whose missions and visions align with SAMU’s vision. Municipal leadership also oversees things like transit, community safety, and newcomer orientation, all of which have a direct effect on the student experience.</p>
Status	INITIAL STAGES



Students' Council Report

Quarterly Report: Finance Committee

July 19th, 2023

Committee Members:

<u>April 1st 2023 to June 30th 2023</u>
Joseph A. La Torre, Vice President Governance & Finance
Cierra Jacobs, Vice President Student Life
Gabriel Ambutong, President
Nhi Phan, Councillor
Jayden Depeel, Councillor
Bao Quoc Dang, Student-at-Large
Brian Gulbraa, Student-at-Large

Greetings Council,

This is the report from the Finance Committee for a reporting period from April 1st to June 30th (Quarter 4).

During this quarter, the Finance Committee did not meet. However, the committee will meet early Fall semester to discuss the new workplan.

As always, if you have any questions or concerns, please feel free to reach out!.

Kind Regards,

Joseph A. La Torre, (He/Him)

VP Governance and Finance, SAMU 2023/2024

savpoperations@macewan.ca



Students' Council Report

Quarterly Report: Governance Committee

July 19th, 2023

Committee Members:

<u>April 1st 2023 to June 30th 2023</u>
Joseph A. La Torre, Vice President Governance & Finance
Rayyah Sempala, Councillor
Alem Tesfay, Councillor
Chioma Uzor, Councillor
Joehn Toress, Councillor
Kon Kon, Student-at-Large
Mohd Ali Naqvi, Student-at-Large

Greetings Council,

This is the report from the Governance Committee for a reporting period from April 1st to June 30th (Quarter 4).

During this quarter, the Governance Committee did not meet. However, this committee will meet early Fall semester to discuss its new workplan.

As always, feel free to reach out if you have any questions or concerns.

Kind Regards,

Joseph A. La Torre, (He/Him)

VP Governance and Finance, SAMU 2023/2024

savpoperations@macewan.ca



Students' Council Report

Quarterly Report: Students' Council Operations Committee July 19th, 2023

Committee Members:

<u>April 1st 2023 to June 30th 2023</u>
Joseph A. La Torre, Vice President Governance & Finance
Abby Beka, Councillor
Sonia Yusef, Councillor

Greetings Council,

This is the report from the Students' Council Operations Committee for a reporting period from April 1st to June 30th (Quarter 4).

During this quarter, the committee met twice: the first was a CRO interview for the 2023/24 year, which led to us giving a recommendation to SC; and second, to discuss the workplan, make changes to have EC on the staff plan, review the Students' Council evaluations and minutes.

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

Kind Regards,

Joseph A. La Torre, (He/Him)

VP Governance and Finance, SAMU 2023/2024

savpopoperations@macewan.ca



Students' Council Report

Quarterly Report: Strategy and Engagement Committee

July 19, 2023

Committee Members:

April 1 – June 30
Cierra Jacobs, Vice President Student Life
Jakob Cardinal, Vice President External
Abby Beka, Councillor
Mariam Ehsan, Student-at-Large

Greetings Council,

This is the report from the Strategy and Engagement Committee (SEC) for the reporting period of April 1st to June 30th (Quarter 4, 2022-23).

SEC met twice over the quarter. In total, we reviewed and approved the committees workplan for the year and discussed upcoming professional development and team building opportunities for Studnets' Council.

Students' Council Professional Development and Teambuilding

Professional development was identified as an area for growth and interest for Students' Council (SC) last year. SEC members have approved to continue meeting the goal of hosting one professional development opportunity per semester. The professional development opportunities with be coupled with a teambuilding portion to enhance the collaboration and connection of SC. You all may have already seen, via invitation, that we have booked a date for the summer BBQ for our first event, August 30th.

Student Engagement Opportunities



SC has identified recently that an additional area of opportunity is student engagement. The SEC has approved developing a plan for Student Council to engage with SAMU members. We included more tabling opportunities, classroom visits for presentation, and revitalizing our social media platform.

Consultation

Finally, we recognize that the SEC is a great opportunity to receive student feedback on EC initiatives. This includes but is not limited to external and internal committee work initiatives.

In reading the report, if you have any questions, please feel free to reach out to me!

Cheers,

A handwritten signature in black ink, appearing to read 'Cierra Jacobs', is positioned below the 'Cheers,' text.

Cierra Jacobs (she/her)
VP Student Life, SAMU 2023/2024
savpstudentlife@macewan.ca



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

Voting Members:

Gabriel Ambutong, President
Stephan Vasquez, VP Academic
Jakob Cardinal, VP External
Joseph A. La Torre, VP Governance & Finance
Cierra Jacobs, 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:
**VPGF/VPA
CARRIED**
3. Approval of Minutes for: June 7, 2023
**VPA/VPE
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Q3 Budget	Whiting – providing detailed picture of Dept 12 and highlights from other dept budgets.	
		Pres – any feedback? Any topics we'd like to add to the agenda? *Vpa reviews feedback provided to Pres previously.	Action:
		Potential Agenda Items: - overall topic of Student Experience - affordability (incl housing) - Sunday exams - partnership/collaboration with MacEwan & external communities	Parvin to book pre (30 min) & post (45 min) PVP meetings. Invite Shannon to next PVP meeting, incl prep/pre/post. Darryl & Shannon to review after the fact. For this next PVP meeting, book a prep meeting (30 min) a day or two prior - Parvin.
2.	PVP Meeting Agenda Items	Gm – work with Parvin to create a talking notes document?	
3.	SVPEC SAL Appointment		MOTION TO APPOINT JANET GUENTER AND CHIOMA UZOR TO THE SEXUAL VIOLENCE PREVENTION EDUCATION COMMITTEE FOR A TERM ENDING JUNE14, 2024 VPA/VPE CARRIED

4.	Procedures	<p>Elections</p> <p>Approval Authority</p> <p>Student Groups Holding Account</p>	<p>MOTION</p> <p>TO APPROVE THE ELECTIONS PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE</p> <p>VPGF/VPE CARRIED</p> <p>MOTION</p> <p>TO APPROVE THE APPROVAL AUTHORITY PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE</p> <p>VPGF/VPA CARRIED</p> <p>MOTION</p> <p>TO APPROVE THE STUDENT GROUPS HOLDING ACCOUNT PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE</p> <p>VPGF/VPA CARRIED</p>
5.	Missing Credit Card Receipt		<p>MOTION</p> <p>TO APPROVE THE MISSING CREDIT CARD RECEIPT FORM FOR MATT YANISH, FOR A PURCHASE MADE APRIL 24, 2023, IN THE AMOUNT OF \$470.93</p> <p>VPE/VPA CARRIED</p>
6.	Mid-Year Retreat	GA -	<p>Action:</p> <p>Pres/GA to review contract and sign.</p>
7.	EC Priorities (Standing Item)		To be used once EC Priorities have been decided.
8.	Project Updates (Standing Item)	Google Drive: Workplan & Priorities Planning folder	To be used once EC Projects have been decided.

9.	Outstanding Action Items		
10.	President's Report	Met with Dr. Trimbe – update provided.	
11.	VP Academic's Report	Dean meetings began. Sunday exams investigation. ORS update. AIO update. AI Ethics Group update.	
12.	VP External's report	External events attendance – update provided. CAUS update. Growing relationships with Library update.	
13.	VP Governance and Finance's Report	SCOC meeting update.	
14.	VP Student Life's Report	Tabled.	
15.	General Manager's Report	Retreat planning update. Personality assessment update. HR update. Will book meeting with MacEwan Security. Credit card update. Chamber of Commerce update. Emergency Loan update. Building update.	
16.	Recognition		

4. Adjournment

Time: 3:48pm.



Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
July 5th, 2023 @ 2:00pm

Voting Members:

Gabriel Ambutong, President
Stephan Vasquez, VP Academic
Jakob Cardinal, VP External
Joseph A. La Torre, VP Governance & Finance
Cierra Jacobs, VP Student Life

Darryl Kostash, General Manager
Alan Honey, Governance Advisor

Recording Secretary:

Shannon Marshall, Executive Coordinator

Resource Officials:

1. Call to Order: 2:04 pm
2. Approval of Agenda:
VPGF/VPSL
CARRIED
3. Approval of Minutes for: June 14th, 2023
VPSL/VPE
CARRIED

TOPIC		DISCUSSION	ACTION/MOTION
1.	MCCRF - Tran		MOTION TO APPROVE THE MISSING CREDIT CARD RECEIPT FORM FOR ELAINE TRAN FOR A PURCHASE MADE FEB 17TH, 2023, IN THE AMOUNT OF \$148.52 VPSL/VPE CARRIED
2.	Budget Overages		MOTION TO APPROVE THE BUDGET OVERAGES AS PRESENTED. VPGF/VPA CARRIED
3.	Advocacy at the Calgary Stampede	No UPC candidates in Edmonton, cost 750.00 dollars. Attending July 7 & 8 th 2023.	MOTION TO APPROVE AN EXPENSE OF UP TO \$1150.00 FROM G/L 525300 FOR THE VP EXTERNAL TO TRAVEL TO THE CALGARY STAMPEDE TO

			TAKE PART IN ADVOCACY OPPORTUNITIES WITH THE COUNCIL OF ALBERTA UNIVERSITY STUDENTS VPE/VPSL CARRIED
4.	Project Updates (Standing Item)	Google Drive: Workplan & Priorities Planning folder	To be used once EC Projects have been decided.
5.	Outstanding Action Items		
6.	VP Governance and Finance's Report	Gallivan conference and change to our coverage	
7.	VP Student's Life Report	Healthy Campus Conference. Student refugee, hopefully coming in August – depending on flights and paperwork. Student Mental Health Committee meeting, booked for August 8 th . Social Media.	
8.	President's Report	BOG meeting attendance, keep an eye on the Strategic Dashboard indicators. Attended the Alumni Awards Reception. Opportunity to meet with Liberal Candidate Randy Boissonnault, may book meeting later on in the summer. Took VPA to meet with the Dean of Health and Community Studies.	
9.	VP Academic's Report	Dean meetings. AI report. OER meeting went well. CTL share resources with this new group of instructors.	
10.	VP External Report	CASA tour at U of A. Urban Planning Committee, zoning change. CASA Vice Chair.	
11.	General Manager's Report	Otis in. New fiscal Year. U-Pass payments. New Credit cards should be receiving them soon. August 31 st , New Faculty orientation, recommended that a couple of the EC members should attend.	
12.	Recognition		

4. Adjournment

Time: 2:57 pm