



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

**Agenda for the Students' Council Meeting of the
Students' Association of MacEwan University
March 20, 2024 at 6:00pm in the Council Chamber**

Voting Members:

Gabriel Ambutong, President
Abby Beka, Councillor
Jakob Cardinal, Vice President External
Delaney Huhtala, Councillor
Cierra Jacobs, Vice President Student Life
Ian Kamenwa, Councillor
Mayank Kaushik, Councillor
Joseph A. La Torre, Vice President Governance
and Finance
Katherine MacDonald, Councillor
Maade Okai, Councillor
Nhi Phan, Councillor
Nathan Poon, Councillor
Inder Singh, Councillor
Alem Tesfay, Councillor

Joehn Torres, Councillor
Chioma Uzor, Councillor
Stephan Vasquez, Vice President Academic
Sonia Yusuf, Councillor
Layal Zidan, Councillor

SAMU Officials and Council Support:

Timothy Jobs, Chair
Darryl Kostash, General Manager
Alan Honey, Governance Advisor
Afroz Adam, Admin Support

Meeting called to order at.

<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 MARCH 20, 2024

2.2 MOTION

TO APPROVE THE MINUTES OF FEBRUARY 21, 2024

3. Presentations

3.1. 2024-2025 SAMU Budget

Vpgf -

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.

4.1.7.

4.2. Executive Committee Minutes

Minutes of February 14, 15, 21, and March 6, 2024 provided.

5. Question Period

5.1. Written Questions

Tesfay - For the President: In the 2023-2024 Executive Committee Work Plan, you mentioned increase in student awareness of SAMU through strong communications and engaging marketing materials. Will there be any changes in the way SAMU engages with students to increase student awareness, considering the low engagement the Executive election had?

Pres – Great question. I assume you're referring to the "Governance Engagement" initiative which ties to item 1.2 on the Strategic Plan "Increase student awareness of SAMU and its opportunities through strong communications and engaging marketing materials." Evidently, low engagement during SAMU's 2024 Executive Elections is problematic. Part of the initial conversations include looking into putting more onus onto SAMU's operations team to increase voter turnout rather than primarily relying on candidates. Currently, highly contested elections incentivise competition which typically equates to increased voter turnout. However, SAMU itself should play a more active role in engaging with the student body. Some initial ideas include volunteers doing classroom visits, marketing rebranding, and highlighting SAMU's value to students by communicating our wins through marketing. A reminder that these initial conversations are ongoing and suggested changes are not yet confirmed.

Tesfay - For VPGF: In your report, you mentioned you met with the School of Continuing Education (SCE) to come up with a service agreement. My question is, what does a service agreement with SCE entail?

Vpgf – There are two things this service agreement will do: first is to create an agreement that formalizes EAL (English as an Additional Language) and UP (University Prep) students receive the U-PASS; and second is to come up with a fee for SCE international students because they are frequent users of our programs and services.

Huhtala – VPGF: I noticed that the new budget proposes to remove funding for volunteer training - what would be the implications of this in reference to volunteer quality?"

Vpgf – We aren't eliminating volunteer training. With our new SAMUed training platform, training has moved virtually. In the past training was done in person and needed a budget to cover expenses – such as food, training material, and an external facilitator if needed – but given that it's online now, we don't have the same financial needs.

Zidan – VPGF: SSJOC: What semester are these changes will be effective and go live?

Vpgf – Currently, they are looking at implementing the changes for September 15th

Zidan – President: Is there any updates on the advocacy for students who are effected by what you call “Global Conflict”? Was there any discussion with macewan regarding them acknowledging and offering support and help for the students that have been affected by the genocide that is happening in Gaza?

Pres – Thank for following-up on that initiative. Our advocacy towards the institution has been ongoing. For context, the “Global Conflicts Impact Survey” intended to identify supports needed by all SAMU members impacted by any and all global conflicts that impacted their student experience. As SAMU values inclusiveness, the survey was not intended to only support students with ties to Gaza. Having said that, here’s a list of EC leads along with status updates of our advocacy efforts:

1. Advocacy: Advocating for a temporary removal on the cap for therapy/counseling sessions made available to students through WPS. (ongoing, VPSL has met with WPS as per her report)
2. Advocacy: To investigate immediate relief for students in need. Investigate the feasibility of SAMU partnering with MacEwan by subsidizing deferred exam fees in the short-term (Winter 2024 Semester) while working on the advocacy of the permanent removal of the deferred exam fee. (ongoing, VPA is undergoing ongoing consultation with the Registrar)
3. Connecting students to faith-based and culture-based supports in the broader community, as relevant to personal identity by seeking out relevant services, programming, supports, and student groups. Compiling these found resources in one webpage or document, for easy access by students seeking supportive identity-based spaces. (VPSL, ongoing)
4. Advocacy: The provision of additional mental health supports from the community or MacEwan offerings, and advocacy for more culturally relevant supports on campus for students. (VPSL, ongoing)
5. Advocacy: Advocacy and education for professors on the topic of accommodations and grief/loss, with an eye to building further supports or leniency for students seeking accommodations outside an ADR context. (ongoing, VPA, this is a long-term project that will likely be taken on by the new VPA elect)

Action: More communication of where students can go for support (operationally).

In short, yes, there are ongoing conversations with MacEwan regarding supporting students.

5.2. Oral Questions

Topics Include:

6. In Camera Period

7. Motions & Business Orders of the Day

7.1. 2024-2025 SAMU Budget

MOTION TO APPROVE THE 2024-2025 SAMU BUDGET ON THE RECOMMENDATION OF THE FINANCE COMMITTEE

VPGF/

Favour:

Oppose:

7.2. Unbudgeted Expenditure

MOTION TO APPROVE AN UNBUDGETED EXPENDITURE OF UP TO \$12, 763.35 FROM G/L 563500 (OILER TICKET PURCHASES)

VPGF

Favour:

Oppose:

7.3.

8. Consultation

8.1

9. Evaluation

9.1. [Students' Council Evaluations Form](#)

10. Recognition

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11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: April 17, 2024

Meeting adjourned at



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

**Minutes for the Students' Council Meeting of the
Students' Association of MacEwan University
February 21, 2024 at 6:00pm in the Council Chamber**

Voting Members:

Gabriel Ambutong, President
Abby Beka, Councillor
Jakob Cardinal, Vice President External
Delaney Huhtala, Councillor
Cierra Jacobs, Vice President Student Life
Ian Kamenwa, Councillor
Mayank Kaushik, Councillor
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and Finance
Katherine MacDonald, Councillor
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Joehn Torres, Councillor
Chioma Uzor, Councillor
Stephan Vasquez, Vice President Academic
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SAMU Officials and Council Support:

Timothy Jobs, Chair
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Meeting called to order at 6:00pm.

1. Treaty 6 Land Recognition

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2. Approvals

2.1 MOTION

TO APPROVE THE AGENDA FOR FEBRUARY 21, 2024

ZIDAN/UZOR

CARRIED

2.2 MOTION

TO APPROVE THE MINUTES OF JANUARY 17, 2024

ZIDAN/TORRES

CARRIED

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. Town Hall (VPGF)

4.2. Executive Committee Minutes

Minutes of January 10, 17, and February 7, 2024 provided.

5. Question Period

5.1. Written Questions

Huhtala - Pres – I applaud the focus on advocacy and student outreach for informed advocacy. However, I had questions about the “Global Conflicts Survey.” Firstly, what is meant by “global conflicts”? Forgive me if my phrasing is somewhat off as I don't recall the exact question, but what is meant by being “personally/directly” affected by said conflicts? I fear that while broad questions are good for capturing more responses, a lack of specificity may weaken strategies for direct advocacy.

Pres - Fantastic question. As representatives, we based our priorities on the Student Voice. Although there is no perfect way to completely capture and assess how events occurring outside our campus impact the student experience, we wanted to do our best to try to support students within our scope. As it stands, the term “global conflicts” was the phrase we felt most suited the intent of the survey.

I assume you are referring to the question, “Have you or your family been directly impacted by global conflict within the 2023-2024 year. ” Students who answered “yes” to the first question were provided with several opportunities throughout the survey to be specific through an “other” option which addresses concerns with lack of specific. SAMU's advocacy has not been hindered. In fact, the survey only served to strengthen our advocacy efforts.

Huhtala - EC – My apologies for not quite knowing to whom to ask this question, but as there is a lot of shift towards advocacy, I feel it important to ask. It is wonderful to see so much work being put into supporting the 2SLGBTQIA+ community, as well as the steps toward advocacy for Indigenous students. However, I have recently noticed a large uptick in poor treatment of Muslim students. Are there any plans in place to protect and advocate for these students?

Pres - As advocates, we have a responsibility to all MacEwan students. Our advocacy is inclusive and encompasses all SAMU members, but we also ensure that our resources are used to address targeted student needs. Students require various supports and varying degrees of need. Poor treatment of students in any case is unacceptable. As a students' association, we intend to continue to advocate and provide supports for students in need.

Huhtala - VPSL – I am sorry to hear of the low student engagement for mental health week – I know I had a lot of classmates, along with myself, who were quite excited for many of the events but could not attend due to classes, labs, or a great number of assignments or exams due. Are there plans to expand or even shift the hours for some of these events to maximize the number of students who are able to attend? Or perhaps have students been asked what times may work best for them or what other obstacles are keeping them from attending?"

Vpsl – Thank you for your comments and considerations for what we can do moving forward. The planning committee for next MHW in 2025 will start meeting in the early fall 2024. The next VPSL will be part of that planning committee and as part of transition, we will be ensuring they have an

advocacy plan in place that includes advocating for accessibility of activities like this. MHW runs in January every year but there may be an opportunity to expand. I know we do already build the schedule around class times for all daytime events, since these are events for students.

5.2. Oral Questions

Topics Include: Student Success Navigator – 1st year mentorship program; Global Conflicts Survey & student advocacy; support for Peer Supporters re. Global Conflicts; CAUS Counterparts & advocacy goals; Mental Health Week; psych students 300 & 400 level courses;

6. In Camera Period

7. Motions & Business Orders of the Day

MOTION TO TAKE A 3 MINUTE RECESS

TORRES/ZIDAN

CARRIED

7.1. Roles and Responsibilities of Elected Representatives Policy

MOTION TO APPROVE THE ROLES AND RESPONSIBILITIES OF ELECTED REPRESENTATIVES POLICY ON THE RECOMMENDATION OF THE GOVERNANCE COMMITTEE

TESFAY/ZIDAN

Favour: Vpsl, Pres, Tesfay, Huhtala, Zidan, Singh, Okai, Phan, Beka, McDonald, Kaushik, Vpe, Uzor, Torres, Vpa, Poon

Oppose: Yusuf, Kamenwa

Abstain: Vpgf

CARRIED

7.2 Student Representation Policy

MOTION TO APPROVE THE STUDENT REPRESENTATION POLICY ON THE RECOMMENDATION OF THE GOVERNANCE COMMITTEE

TESFAY/UZOR

Favour: Vpsl, Pres, Tesfay, Huhtala, Zidan, Singh, Okai, Phan, Beka, McDonald, Kaushik, Vpe, Uzor, Torres, Vpa, Poon, Yusuf, Kamenwa

Abstain: Vpgf

CARRIED

8. Consultation

9. Evaluation

9.1. Students Council Evaluations Form

10. Recognition

11. Adjournment

MOTION TO ADJOURN

TORRES

CARRIED

Next Meeting Date: March 20, 2024

Meeting adjourned at 6:55pm.

Students' Council Report

President

March 20th, 2024

Council,

Please see the report on my work as President from February 15th to March 11th.

Executive Summary

- N/A

Council, at the time of writing this, I have no relevant decisions or items to report. If you have any high-level questions, please don't hesitate to ask! I would be happy to answer all written questions relevant to SC. However, if you are interested in asking about what else I've been working on that's outside the scope of this Council, please reach out directly.

Councillors, if you ever want to discuss unaddressed student concerns that we may not be aware of, please let me know so we can set up a meeting! I am always available to hear out student concerns. I look forward to providing oral supplements!

Closing Remarks

I appreciate you taking the time to read my report. I try to ensure that I only report on high-level items that are relevant to the Students' Council. If you have any questions or concerns, please reach out. I am always happy to clarify or elaborate either virtually or in-person. Thank you!

Kind regards,



Gabriel Ambutong (He/Him)

SAMU President 2023-2024

Students' Council Report

Vice President Academic

March 20th, 2024

Happy Spring, Everybody!

I hope that you are getting out there and enjoying daylight savings as much as I am 🌞. On a more serious note, it has been a very busy month so far.

Please see below for my report.

Executive Summary

- Student Affordability Survey
- Differed Exam Fees Negotiations
- Scholarly Activity and Internal Grants
- Subsequent Credentials Policy

Student Supports

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

Differed Exam Fees

Strat Bullet Point (3.3)

Differed exam fees have been an issue we have been identifying for some time now. However, due to the results of our Global Conflicts survey, and other canvassing, we have prioritized negotiations to remove this fee. I am currently in talks with the registrar to discuss the removal of the fee as well as the removal of the possibility of requesting a death certificate from an affected student.

Scholarly Activity & Internal Grants

Strat Bullet Point (3.3)

Since the pandemic, the amount of scholarly activity has steadily increased. Please be sure to speak to your friends and classmates about applying to join a study as a researcher! There are many grants floating around just waiting for you.

Conversely, I am adjudicating internal grants and would like to remind you folks to please double check your applications and get assistance from the writing center. Clarity is key to getting your funding!

Subsequent Credentials Policy

Strat Bullet Point (3.3)

The university's policy on subsequent credentials policy was implemented to replace the previous Subsequent Baccalaureate Credential Policy. This replacement policy has expanded to include certificates and diplomas, specifically the number of additional credits required to complete that credential. This policy is to bring MacEwan in line with



other institutions across the province. Please be sure to speak to an academic advisor to ensure you are aware of any changes to the number of credits required if you are taking another credential.

Closing Remarks

I hope that you all have a fantastic month, feel free to email me if you have any questions or concerns.

Cheers,

-Stephan Vasquez



Students' Council Report

Vice President External

March 20th, 2024

Hello Council!

Here is a summary of the work of the VPE portfolio up until March 19th.

Executive Summary

CASA Update: Consultation period

CAUS Update: ED Hiring Committee

CSFA – Canada Student Financial Aid

Pride Week

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.

CASA Update

This past month I had the opportunity to take part in CASA consultation sessions. Member consultation was done for the EDI Strat Plan, CASA Policies and CASA's overarching Strat Plan + any new OP's (Operating Procedures). During these sessions, the 23 member

institutions from coast to coast to coast come together to discuss and deliberate these items as they affect advocacy efforts and the long-term goals of the organization. If any SC member is interested to learn more about the approval process and/or the policies that were approved, please do reach out.

CAUS Update

CAUS is undergoing the search for a new Executive Director. I along with three other delegates from the CAUS member schools have the opportunity to interview and to recommend a suitable candidate for the role. The ED of CAUS plays a large role in the success of the organization for many reasons. One primary reason is that the ED is the sole employee of CAUS.

CFSA – Canada Student Financial Aid

I had the opportunity to attend a consultation session between members of CAUS, ASEC and the CFSA this past month where we got to highlight specific gaps and areas of improvement for the Canada Student Financial Aid program. Areas of discussion included **Students with Disabilities, Students with Children over 12, Students with Abusive/Unsupportive Parents, Students Living with their Partner** + the intersectionality's of these issues for marginalized groups, such as Indigenous & LGBTQS+ students to name a couple. As always, if any member of SC would like a deeper look into the specific advocacy points that we have used, or, if you have any specific areas you'd like SAMU to further highlight, my door is always open.

Student Supports

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

Pride Week – Pride march



The VPSL has reported on Pride Week and the opening ceremonies. As VPE, I'd like to highlight the coming together of all levels of Canadian Government. City Councilor Anne Stevenson, Alberta MLA's David Shepard & Janis Irwin, and Federal Member of Parliament Randy Boissonault all came to support the students of MacEwan to kick-off of pride week here on campus. There are some things that cross institutional lines, and the on-going fight equality and equity for all students is one that we all must continue to march towards.

Strengthening SAMU Operations

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

N/A

Closing Remarks

Thank you for taking the time to read my report and being an engaged Students Council!

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

Your friend,
Jakob Cardinal.

Students' Council Report

Vice President Governance & Finance

March 20th, 2024

Greetings Council!

I hope you are doing well as we approach the end of the semester.

You can find my report from February 14th – March 14th.

Executive Summary

- Budget Presentations
- SSJOC (Students System Joint Operations Committees)
- Finance Committee Meeting
- SAMU & School of Continuing Education (SCE) Meeting

Student Experience & Engagement

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

Student Voice

The Student Voice is amplified by SAMU.



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

SSJOC (Student Systems Joint Operations Committee)

This committee met to discuss a few updates and changes on the back end for students when enrolling, such as confirming the deadline for enrollment and changing the wording for when students enroll in classes to overall simplify the verbiage. However, before those changes go live, there will be a student testing phase.

SAMU & School of Continuing Education (SCE) Meeting

The General Manager and I met with the Dean of the School of Continuing Education, Dr. Lisa Rochman, and her team to discuss the next steps for clarifying the status of SCE students to SAMU. The goal of the meeting was to come up with a service agreement with SCE for their students and discuss the next steps, which they were receptive to collaborating on. As a result, we are working on deadlines and actionable next steps with SCE.

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.



4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability.

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

Budget Presentations

During reading break this semester, all fourteen SAMU Departments presented their budget to the Finance Committee. Each presentation included the department overview, linkage to strategic plan, unique challenges, budget highlights & enhancements, strategic plan alignment, budget facts and figures, and lastly, the income sheet. Lastly, after each budget presentation, there was time for the committee and those in attendance to ask questions. Overall, the budget presentations went smoothly, which then allowed the Finance Committee to fulfill their mandate to review SAMU's operational budget to then decide to recommend the budget to the Council for approval.

Finance Committee Meeting

After the budget presentations from all fourteen departments, the Finance Committee officially met immediately after the last budget presentation to discuss the overall operating budget and any underlying concerns. After further deliberation, the committee decided to recommend the 2024/25 budget to Council. Please read the budget submission at the end of the agenda for further information.

Closing Remarks

Thank you for reading my report!

Please do not hesitate to email me or set up a meeting if you have any further questions or if you would like me to elaborate on anything.



STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY

Kind Regards,

Joseph A. La Torre, (He/Him)

VP Governance and Finance, SAMU 2023/2024

savpopoperations@macewan.ca



Students' Council Report

Vice President Student Life

3-20-2024

Greetings Council!

Please see below my report in office from February 21- March 19

Executive Summary

- Student Affairs Advocacy Planning
- Pride Week Opening Ceremony
- Meeting with Wellness and Psychological Services
- Meeting with Dean of Nursing

Student Voice

The Student Voice is amplified by SAMU.

Student Affairs Advocacy Planning

2.1 – Develop an Advocacy Plan and implement processes to strengthen SAMU's advocacy program

During my past 10 months in the office, I have noticed some roadblocks in working with MacEwan's Student Affairs. Your Executive Committee along with support staff have been working out what these issues and threats to student support are and how we can be proactive in solving them as there are issues which impact the entire team and the students that we serve. Some issues we have highlighted pertain to student representation on MacEwan committees, taking the student voice seriously on those



committees, having clear expectations of communication and the chain of command when addressing issues. We're really looking for a structural, sustained improvement to communication so that we can build on our relationships and ensure success of future executives. We are looking forward to next steps and finalizing the action plan.

Meeting with Wellness and Psychological Services

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

I met with Forrest Maridas, Chairperson and Counsellor for Wellness and Psychological Services (WPS). We met to discuss what the intake looks like when students come into the centre, how many sessions they are allotted, the levels of care within WPS and community connections. It really helped to clarify some of the uncertainty we've been hearing surrounding the session cap and concerns about multiple or recurring issues. I'm happy to report that WPS gives many community resources, has no current counsellor vacancies, and although it is not advertised, they typically allot 12-14 session per student, which is more than is recommended for a successful counselling process (10-12 is seen as the most successful amount of sessions, based on psychological research, when dealing with one situation). We are now looking at ways in which advertising and communication of these and other mental health supports can be best utilized by students.

Meeting with Dean of Nursing

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

I, Darryl Kostash, General Manager of SAMU, and Megan Viens, Director of Programs and Services of SAMU, met with Christy Raymond, Dean of Nursing to discuss the ongoing issue Ponoka students are facing when needing access to a printer. She was very receptive, and the meeting was productive. She understands that if students are required to print for classes, they should have equitable access to a printer for



schoolwork. She is dedicated to shifting the culture at the Ponoka site to be student focused, expressing her willingness to collaborate with the staff and faculty of the psychiatric nursing program to correct the issue now and maintain the support going forward. I can't wait to follow-up with her and know the final solution.

Student Supports

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

Pride Week Opening Ceremony

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

Although I was not part of the Pride Week Planning Committee, SAMU executives were invited to be a part of the opening ceremony, participate in the campus march, and give a welcome speech. I was honoured to speak on behalf of SAMU, welcoming pride week on campus and present SAMU as an inclusive space that celebrates diversity among our students.

Closing Remarks

The student's voice informs the student experience, and I always welcome yours!

Please hesitate to contact me via email at savpstudentlife@macewan.ca

Cheers,

Cierra Jacobs (she/her)

VP Student Life, SAMU 2023/2024



Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
February 14, 2024 @ 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: 2:00pm
2. Approval of Agenda:
VPGF/VPA
CARRIED
3. Approval of Minutes: February 7, 2024
VPGF/VPA
CARRIED

TOPIC		DISCUSSION	ACTION/MOTION
			MOTION TO APPROVE THE MAC-INDIAN DANCE CLUB VPA/VPGF CARRIED
1.	Student Groups	Mac-Indian Dance Club	
			MOTION TO RETIRE THE ADVERTISING STANDARDS, COMPUTER EQUIPMENT, DISCIPLINARY ACTION, EMPLOYEE COMPUTING TECHNOLOGY PURCHASE PROGRAM, EMPLOYEE REMUNERATION, KEYS, LEAVES, MOBILE PHONES REIMBURSEMENT, NOTICE AND TERMINATION, OFFICE ETIQUETTE, PROFESSIONAL DEVELOPMENT,
2.	Procedures	*see submitted briefing note	

			RECRUITMENT, SELECTION, AND HIRING, VACATION ENTITLEMENT, AND VOLUNTEER DISCIPLINARY ACTION PROCEDURES VPA/VPE CARRIED
3.	Project Updates (Standing Item)	Sharepoint Drive: EC Workplan	
4.	President's Report		
5.	VP External's report		
6.	VP Academic's Report	GFC update. Survey is out. Talking to student about running for EC.	
7.	VP Governance and Finance's Report	EC for a Day update. Gov Committee update. Met with MacEwan VP, Finance & Administration.	
8.	VP Student Life's Report	SMHWG update. Healthy Relationships Week occurring. SVPEC meeting update.	
9.	General Manager's Report	Budgets update. Directives Group meeting update. Deferred exams update provided.	
10.	Recognition		

4. Adjournment

Time: 2:39pm.



**Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
February 15, 2024 @ 3:00pm**

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: 3:00pm

TOPIC		DISCUSSION	ACTION/MOTION
1.	Donation Request		MOTION TO APPROVE A DONATION OF \$200 TO THE 2024 REACH FOR THE STARS EVENT VPGF/VPSL CARRIED

2. Adjournment

Time: 3:05pm.



Agenda for the Executive Committee Meeting of the
Students' Association of MacEwan University
February 21, 2024 @ 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: 2:00pm
2. Approval of Agenda:
VPSL/VPGF
CARRIED
3. Approval of Minutes: February 14 & 15, 2024
VPSL/VPA
CARRIED

TOPIC		DISCUSSION	ACTION/MOTION
1.	Procedures		MOTION TO APPROVE THE AWARDS PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB- COMMITTEE VPGF/VPSL CARRIED
		Awards	MOTION TO APPROVE THE APPOINTMENTS BY EXECUTIVE COMMITTEE PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB- COMMITTEE
		Appointments by Executive Committee	VPGF/VPSL CARRIED
		Travel and Accommodations	MOTION
		Indigenous Student Representation	

			<p>TO APPROVE THE TRAVEL AND ACCOMMODATIONS PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE</p> <p>VPSL/VPGF CARRIED</p> <p>MOTION</p> <p>TO RETIRE THE INDIGENOUS STUDENT REPRESENTATION PROCEDURE, CONTINGENT ON STUDENTS' COUNCIL APPROVING MOTION 2024-02-21-7.2, ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE</p> <p>VPGF/VPSL CARRIED</p>
2.	Project Updates (Standing Item)	Sharepoint Drive: EC Workplan	
3.	Outstanding Action Items		
4.	President's Report		
5.	VP External's report	Housing budget roundtable yesterday.	
6.	VP Academic's Report	Faculty Advisory Committee. VPA counterparts. Surveys are done. Committee survival guide work.	
7.	VP Governance and Finance's Report	PSC meeting. FFAC/Nursing survey update.	
8.	VP Student Life's Report		
9.	General Manager's Report	Budget update. Student Affairs – prep work required for Monday meeting. HR update.	
10.	Recognition		

4. Adjournment

Time: 2:24pm



Minutes for the Executive Committee Meeting of the
Students' Association of MacEwan University
March 6, 2024 @ 2:30pm

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: 2:30pm
2. Approval of Agenda:
**VPGF/VPA
CARRIED**
3. Approval of Minutes: February 21, 2024
**VPA/VPGF
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Quarterly Financials	Whiting – providing Q2 review of our financials. Have met with all departments already.	Action: Vpe to communicate to CAUS that invoices should be directly sent to Cam (Finance) each year
2.	Transition Check in		
3.	Procedures	<i>Procedures Procedure</i> - redundant now that the Governing Documents Policy was approved by Students' Council <i>BOG & GFC Rep Procedure</i> - since the second BOG rep is now filled by the VPGF half of this procedure is redundant – suggest removing all references to the BOG Rep.	MOTION TO RETIRE THE PROCEDURES PROCEDURE VPGF/VPSL CARRIED MOTION TO APPROVE THE GENERAL FACULTIES COUNCIL REPRESENTATION PROCEDURE VPGF/VPSL CARRIED
4.	SC Presentation		MOTION

			TO APPROVE A 2024-2025 SAMU BUDGET PRESENTATION AT THE MARCH 20, 2024 STUDENTS' COUNCIL MEETING VPGF/VPSL CARRIED
5.	UN Club Gala Report	Vpgf – report submitted to EC.	
6.	Project Updates (Standing Item)	Sharepoint Drive: EC Workplan	
7.	Outstanding Action Items		
8.	President's Report	Met with Lara & reps for Students First campaign.	
9.	VP External's report	Met with Lara re. housing. Provincial budget last week	
10.	VP Academic's Report	Affordability report update. Advo doc.	Action: Vpa to followup on Textbook Transparency Project at first April EC meeting.
11.	VP Governance and Finance's Report	Student honorariums for committee work. SSJOC update.	
12.	VP Student Life's Report	GAASC update. SEC update - teambuilding. Met with Dean of Nursing.	
13.	General Manager's Report	Budget info submitted. Office space update. HR update. SG update. The Pantry update. Breakfast Club update. Student ID update. Fees for SAMU/MacEwan staff.	
14.	Recognition		

4. Adjournment

Time: 3:39pm.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

Meeting Date		Submitted By	
March 20 th 2024		Joseph A. La Torre, Vice President Governance and Finance	
Agenda Title	Item	SAMU 2024/2025 Budget	
Action Requested		<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Consultation Item

AGENDA ITEM DETAILS

Motion Title	To Approve the SAMU 2024/2025 Budget on the recommendation of the Finance Committee
Background Information	<p>SAMU's fiscal year is from July 1st to June 30th with Q1 July-September; Q2 October-December; Q3 January-March; and Q4 April-June. As per policy, the proposed next fiscal budget is brought forward to Students' Council no later than 60 days prior to the end of the current fiscal year. SAMU's Budget is a strategic document that, upon implementation, adds value to students by enabling implementation based on the strategic plan. An effective budget is aligned with organization's strategic goals, mission, vision, and values as per our strategic plan.</p> <p>The budgeting process begins in November at the EC Retreat where the future direction of SAMU is discussed, while on the operational side, they begin looking at trends, inflation pressures, and do an environmental scan. Next, budget packages are sent out to Managers to complete and to be reviewed by our Senior Leadership Team (SLT), consisting of the General manager, the Director of Marketing and Communications, and the Director of Programs and Services. Then, each department will make a budget presentation to the Finance Committee during Reading Break detailing initiatives linking to the strategic plan, unique challenges, budget highlights and enhancements, and their strategic plan alignment. Lastly, after the budget presentations, the Finance Committee discusses and deliberates on the budget as a whole, and then recommends it to Council for final approval.</p> <p>Ultimately, after a week of budget presentations with fruitful questions, discussions and deliberations, with the support of the General Manager, Senior Finance Manager, and Executive Committee, the Finance Committee recommends the 2024/2025 budget to Council for final approval.</p>

Alternative Considerations	Reject the 2024/25 budget and if a new one is not approved by the beginning of the new fiscal year operate on a provisional budget equal to the budget of the previous fiscal year until a +budget for the current fiscal year is approved.
Risk Management Considerations	Low Risk, Financial Implications - The Budget determines what areas we are spending our money
Strategic Alignment	<input checked="" type="checkbox"/> <i>Attached Strategic Alignment Checklist is complete</i>
Implications	The SAMU Budget determines how much money is allocated to specific areas of our strategic plan, and it is transparent to students about where we are spending their money.
Related Documents	Operational Business Plans Budget Approval Policy Strategic Plan
Follow Up Action	Operations to begin implementation at the start of the next fiscal year, July 1st, 2024.
Review History	SAMU Managers Senior Leadership Team Executive Committee Finance Committee

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 type="checkbox"/>	<input checked="" type="checkbox"/>
1.2 Increase student awareness of SAMU and its opportunities through strong communications and engaging marketing and brand	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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 type="checkbox"/>	<input checked="" type="checkbox"/>
Student Voice			
The Student Voice is amplified by SAMU.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.1 Develop an Advocacy Plan and implement processes to strengthen SAMU's advocacy program.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.3 Continue to build collaborative relationships with other Student Associations and organizations to enhance the collective student voice with all government levels	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.4 Foster positive relationships with MacEwan University to better serve students	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Student Supports			
Student supports provided by SAMU are responsive to unique and evolving needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.1 Develop and deliver initiatives that are inclusive and are responsive to all student needs.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.2 Evaluate and assess student supports to remain relevant and accountable to students	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.3 Strengthen collaborations and partnerships with MacEwan University to expand supports and resources for students.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3.4 Enhance relationships with external organizations to leverage resources and supplement new and existing initiatives	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Strengthening SAMU Operations			
SAMU is an innovative and sustainable organization with an engaging work environment.	<input type="checkbox"/>	<input 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 type="checkbox"/>	<input checked="" 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
March 20th, 2024	Joseph A. La Torre, VP Governance and Finance

Agenda Title	Item
	Unbudgeted Expenditure
Action Requested	<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Consultation Item

AGENDA ITEM DETAILS

Motion Title	Motion to approve an unbudgeted expenditure of up to \$12,763.35 from G/L 563500 (Oilers Tickets)
Background Information	<p>SAMU purchases season tickets for the Edmonton Oilers each year that we sell to students at minimal markup so that they have an opportunity to attend games at a reasonable price.</p> <p>We just received our invoice for Oilers playoff tickets for the current year, and the cost is higher than originally budgeted for so we're asking for Students' Council to approve this unbudgeted expenditure. (From the Approval Authority procedure an unbudgeted expenditure, in relation to this ask, is defined as "any expenditure from a budget line...that was contemplated but now exceeds the approved budget line." We currently have \$40,356.81 remaining budgeted for this, but the cost will be \$53, 120.16.</p> <p>This additional cost will be fully recovered by the end of the NHL playoffs because we won't have any trouble selling the tickets, so that is not a concern. That's to say, this unbudgeted expenditure will be offset by selling the tickets.</p> <p>Lastly, there are no concerns with this cost financially as SAMU can afford this purchase, and furthermore, the department will not be overbudget nor the budget as a whole.</p>
Alternative Considerations	To not approve the expenditure.

Risk Management Considerations	n/a
Strategic Alignment	<input checked="" type="checkbox"/> <i>Attached Strategic Alignment Checklist is complete</i>
Implications	<p>Approving this unbudgeted expenditure will allow SAMU to provide more cost-effective Oilers tickets to our students.</p> <p>Not approving this would force students to pay a much higher markup price if they want to attend an Oilers playoff game.</p>
Related Documents	Approval Authority Procedure
Follow Up Action	n/a
Review History	n/a

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