



# STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

## Agenda for the Students' Council Meeting of the Students' Association of MacEwan University June 19, 2024 at 6:00pm in the Council Chamber

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### Voting Members:

Gabriel Ambutong, President  
Abby Beka, Councillor  
Darcy Hoogers, Vice President Academic  
Delaney Huhtala, Councillor  
Ian Kamenwa, Councillor  
Mayank Kaushik, Councillor  
Joseph A. La Torre, Vice President Governance  
and Finance  
Katherine MacDonald, Councillor  
Aleace Moom, Vice President Student Life  
Maade Okai, Councillor  
Nhi Phan, Councillor  
Nathan Poon, Councillor  
Alric Reid, Vice President External

Inder Singh, Councillor  
Alem Tesfay, Councillor  
Joehn Torres, Councillor  
Chioma Uzor, Councillor  
Sonia Yusuf, Councillor  
Layal Zidan, Councillor

### **SAMU Officials and Council Support:**

Timothy Jobs, Chair  
Darryl Kostash, General Manager  
Alan Honey, Governance Advisor  
Karan Singh, Admin Support

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Meeting called to order at 6:00pm.

<Intros>

### **1. Treaty 6 Land Recognition**

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

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 JUNE 19, 2024**

#### **2.2 MOTION**

**TO APPROVE THE MINUTES OF MAY 15, 2024**

**3. Presentations**

3.1.

**4. For Information**

**4.1. Reports**

4.1.1. President

4.1.2. Vice President Academic

4.1.3. Vice President External

4.1.4. Vice President Governance & Finance

4.1.5. Vice President Student Life

4.1.6.

**4.2. Executive Committee Minutes**

Minutes of May 8, 13, 15, 22, 23, 29, and June 5, 2024 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**

**9. Evaluation**

9.1. Evaluation Link

**10. Recognition**

**11. Adjournment**

***MOTION TO ADJOURN***

Next Meeting Date: July 17, 2024

Meeting adjourned at xx:xx pm



**Minutes for the Students' Council Meeting of the  
Students' Association of MacEwan University  
May 15, 2024 at 6:00pm in the Council Chamber**

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**Voting Members:**

Gabriel Ambutong, President  
Abby Beka, Councillor  
Darcy Hoogers, Vice President Academic  
Delaney Huhtala, Councillor (absent)  
Ian Kamenwa, Councillor (absent)  
Mayank Kaushik, Councillor  
Joseph A. La Torre, Vice President Governance  
and Finance  
Katherine MacDonald, Councillor  
Aleace Moom, Vice President Student Life  
Maade Okai, Councillor (absent)  
Nhi Phan, Councillor  
Nathan Poon, Councillor  
Alric Reid, Vice President External

Inder Singh, Councillor  
Alem Tesfay, Councillor  
Joehn Torres, Councillor  
Chioma Uzor, Councillor  
Sonia Yusuf, Councillor (absent)  
Layal Zidan, Councillor

**SAMU Officials and Council Support:**

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**2. Approvals**

**2.1 MOTION**

**TO APPROVE THE AGENDA FOR MAY 15, 2024**

**UZOR/TESFAY**

**CARRIED**

**2.2 MOTION**

**TO APPROVE THE MINUTES OF APRIL 17, 2024**

**TORRES/SINGH**

**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**

#### **4.2. Executive Committee Minutes**

Minutes of April 10, 17, 24, and May 2, 2024 provided.

### **5. Question Period**

#### **5.1. Written Questions**

Phan - For VPE: I'm impressed with your successful election to be the Chair of CAUS. Could you share the key factors that contributed to your election as Chair of CAUS? Additionally, how do you plan to leverage this role to effectively represent and advocate for the interests and benefits of students at our university?

Vpe – Thank you, and great questions! First of all, I must thank the entire Executive Committee (EC) and support staff who supported my candidacy for the position of Chair of CAUS. Their expression of support for my bid for this position was instrumental in helping me along the journey. I also want to share that the SAMU team that was present with me at CAUS Changeover was even more so a key factor in my victory. The President, Outgoing VPE, and Manager of External & Stakeholder Relations were pivotal in helping me prepare, practice, and focus on the task at hand, as well as remaining grounded in setting the intentions for the week, which was ultimately being able to represent SAMU and emerge victorious at the election.

In response to your second question, while the role of Chair doesn't have a vote in decision-making (actual voting) process at the Board, the Board does look to the Chair for direction and guidance. This means that my position as Chair does provide the opportunity to provide insights into the issues affecting students across the province, including students at our university, and provide clarity around these issues so that all issues that would serve the interest of, and benefit, MacEwan University students are considered. Additionally, since EC advocates on behalf our students as guided by our strategic plan, which is developed by listening to our student's voices, I will work with my EC team to keep up our ears to the ground so that we remain up to date on issues affecting our students. I will also work closely with the President, who now becomes SAMU's primary voting delegate at CAUS, to collaborate and support student-driven priorities that align with our vision, mission and values.

Phan - President: Congrats on your second term as President! Could you outline your specific actionable plans for this year, particularly in areas such as student services, government advocacy, and campus improvements?

Also, what insights have you gained from your first term, and how will they influence your approach and priorities in this new term?

Pres - Fantastic question. I will split up my response for ease of reading.

- Student services fall under the scope of our Vice-President Student Life (VPSL), but operational matters are under the purview of the General Manager (GM), while my priorities focus on Advocacy and Governance. I have no specific, actionable plans related to this area. However, I am prepared to pivot when deemed necessary by membership and Students' Council.

- SAMU's advocacy to government through bodies such as Edmonton Student Alliance (ESA), Council of Alberta University Students (CAUS), and Canadian Alliance of Student

Associations (CASA) has been and will be informed directly by the Student Voice. In order, the following are the top priorities for students based on the most recent SAMU survey: Academic costs, Living costs, and Mental Health. These areas of concern will be used to inform policy recommendations to government, but the specific recommendations are to be determined by membership at ESA, CAUS, and CASA in the coming months. Rest assured, the Vice-President External (VPE) and I will update Council when priorities are set at the municipal, provincial, and federal advocacy bodies. We will ensure that MacEwan students are well represented at all levels of government.

- My priorities regarding campus improvements will focus on improving student representation both in and out of SAMU. The VPSL's portfolio will likely focus heavily on campus improvement through Student Affairs, and I will assist as necessary in my role as President.

- To answer your question more directly, I will provide a bit of context. Last year, my focus was on shifting the Executive Committee's (EC) capacity to being more advocacy-oriented. In past years, EC has been known to spend its time on tasks such as directly planning or tabling. As you've seen in the most recent EC Workplan, many projects have since been flagged as "to be operationalized." The idea being that only EC has been empowered to represent the student voice at decision-making bodies. Thus, EC should focus solely on advocacy and governance and not take on tasks that can be taken on by operational staff or volunteers. As you may or may not know, SAMU has since hired additional advocacy support staff in pursuit of EC's advocacy goals. This year, my focus is on continuing the work on ensuring that EC is highly advocacy-oriented and improving representation on campus.

- In terms of insights from last year that will influence my approach this year, I have many. Far too much to include in this post so I will focus on a few main points. It is evident that students, including EC, that have representative roles in decision-making bodies, should focus solely on meaning representation and advocacy work. My focus will be on what has the highest impact on SAMU membership, which is Institutional Advocacy (Advocacy towards MacEwan) and SAMU Governance. My portfolio will focus on Tuition and Fees consultation, MacEwan's budget, and SAMU Governance Engagement. Council will receive more in-depth information once EC has finalized its Workplan. You can consider my focus being Governance and Advocacy. For further elaboration outside the scope of Council, please reach out and we can set up a meeting.

Phan - VPA: Congrats on the first term! I love your detailed reports. Your work this year involved many challenges from the continuity of the former VPA. What do you think would be the most challenging tasks for you?

Vpa - Thank you for the warm congratulations, Councillor Phan! I aim to continue with the level of detail with reports going forward. I'm a firm believer that an informed Students' Council is best equipped to provide meaningful oversight for the Executive Committee, ensuring that we maintain the trust of students.

I believe that the biggest challenge going forward as VPA stems from numerous sources of friction that postsecondary institutions are experiencing across North America. The first being the capacity to support students affected by global conflicts. I intend to work with my team, ensuring that academic support is available to all students who are experiencing strife arising from these conflicts.

The second, and no less important, is the affordability crisis which plagues students. Students must have options to reduce the toll that rising tuition, textbook prices, grocery costs, and rent places on students. Balancing the two advocacy priorities while enacting effective change will undoubtedly create a challenge for myself as I look towards the following year.

Phan - VPGF: Congrats on your second term as VPGF! Could you outline your specific actionable

plans for this year, particularly in areas such as financial health of SAMU, and campus improvements?

Also, what insights have you gained from your first term, and how will they influence your approach and priorities in this new term?

Vpgf - Very great question.

We haven't gone through our project planning yet, so I do not have detailed steps yet. To answer your first question, SAMU's financial health is always a priority. We've taken the steps last term – such as changing the allocation of our surpluses and paused the increase of the SAMU fee based on data and our capital planning in response to affordability, to name a few. Namely, some of the other changes that we made was to have the Finance Committee be more involved with reviewing our quarterly financial statements on 5% variances to fulfill the oversight function within its mandate. In collaboration with the Finance Department and the General Manager, the financial health of SAMU will be maintained. In regard to campus improvements, that is quite broad because that can relate to building improvements for more space for students, or ease of access of mental health supports for students. Although, it may not directly be in my portfolio, I support the decisions and ideas EC and SAMU has to improve campus.

Some of the insights I've gained from last term are as follows:

- Capacity is everything
- Block off time to work in my calendar ahead of time
- Asking for more help and support from GAST (Governance Advocacy Support Team)
- Operationalizing things is an option – such as GovWeek & EC for a Day
- Shifting EC to an advocacy focus and thus shifting my role as VPGF to an advocacy focus as well by being a student member of the Board of Governors (BOG) and a focus on Tuition/MNIF meetings.
- Being empowered to speak on behalf of students – this took me awhile to feel comfortable doing at first.
- Saying no to ideas and events in consideration of my capacity.
- Creating key messaging format for when I speak to MacEwan admin or whenever else I am in an advocacy capacity.

Overall, with these insights in mind, they've greatly influenced my approach to my position as VPGF and I plan on implementing them during my last term.

Phan - VPSL: Congratulations on being appointed as Vice President of Student Life! Could you share your specific actionable plans for this year in enhancing student engagement, wellness, and campus life? also, what is the key goal or impact you want to achieve to make a significant change for students this year?

Vpsl - Thank you so much Councilor Phan! I am so excited to be here and make the student experience better.

Currently, I have no specific project or actionable items as we are getting settled into the office this month and getting acquainted with MacEwan administration and other members.

I would like to highlight that the student experience is fundamental to me and I strive towards making it healthy in all aspects.

My goals this year are to address the current ongoing issue of student affordability, Diversity, Inclusion and Equality on campus and student mental health.

I am working towards these goals by planting the seeds within student affairs and getting to know different administrative staff within the area for all non-academic affairs. It is important that SAMU

continues to strengthen this relationship to work towards advocacy goals internally. Furthermore, I would like to touch base on my goal of creating a strong relationship with Kihêw Waciston. This is a relationship we want to foster to one of my goals to improve our campus inclusivity and SAMU operations.

Next month we will begin our advocacy and project planning and I will be more than happy to share with you what these projects and action items look like.

Zidan - President: we all have witnessed the peaceful protests and encampments for Palestine in UofA and UofC and the EPC raid and violence that was used against those students. My question is where does SAMU stand when it comes to student's rights to freedom of expression, speech, and assembly and peaceful rights to gather?

Pres - I appreciate your question, Councillor. SAMU's official position can be found here:

[STATEMENT ON THE VIOLENT SWEEP OF PALESTINE SOLIDARITY ENCAMPMENTS](#)

It can be found on SAMU's website: <https://samu.ca/student-resources/27900-2/>

Zidan - Based on VPA GFC meeting, VPA: can you clarify more on Bill 18?

Vpa - Excellent question regarding Bill 18, Councillor Zidan.

As detailed in my report, MacEwan University administrators (specifically, President Trimbee) are in discussion with the Province regarding the impact that Bill 18 may have on research funding for MacEwan University. Trimbee noted that the Province is looking to implement the Bill by early 2025.

Dialogue regarding research funding is a priority for postsecondary institutions. President Trimbee expressed a desire to work with the Province through stakeholder consultation this summer; however, she did not go into detail regarding what this consultation may look like or how collaboration will directly impact research funding within MacEwan University. Regardless, there will likely be more information coming regarding this issue as further stakeholder engagement is held between the University and the Province.

Zidan - VPA: Based on your meeting with MacEwan president, where does MacEwan stand when it comes to student's rights to freedom of expression, speech, and assembly and peaceful rights to gather?

Vpa - Another fruitful question of great relevance and importance, Councillor Zidan.

In transparency, I did not have the opportunity to directly question President Trimbee regarding the stance that MacEwan University is taking regarding students' rights to freedom of expression, speech, assembly, and peaceful protest. This is a matter that will remain relevant within the coming months, and I look forward to discussions which will illuminate the stances across MacEwan administration.

In the meantime, I encourage councillors, and the student body, to review [SAMU's official statement](#) regarding the events that took place over the weekend of May 11, 2024.

Zidan - VPA: What concerns does Dr. Trimbee have from the peaceful Palestinian protests?

Vpa - Thank you for this question, Councillor Zidan.

During General Faculties Council, President Trimbee did not elaborate on specific concerns regarding peaceful Palestinian protests. Rather, she described that MacEwan University has "policies and procedures ... to guide [MacEwan]," and that MacEwan has support from the Province.

Zidan - VPA: was there any advocacy for the student's right to protest and freedom of expression ?

Vpa - Thank you for this timely and relevant question, Councillor Zidan.

Regarding advocacy for students' right to assemble and protest via freedom of assembly and expression, I refer to SAMU's [Statement on the Violent Sweep of Palestine Solidarity Encampments as the Universities of Alberta and Calgary](#).

As described in the statement, we condemn, in the strongest terms, the use of excessive force to disperse peaceful protesters. SAMU stands with our students as they exercise their charter-protected rights.

I, alongside the rest of our Executive Committee, encourage students to reach out for further support. A list of supports can be found via [this link](#).

Zidan - VPA: what is MacEwan learning from other jurisdictions? What policies and procedures will they use?

Vpa - Great question, Councillor Zidan.

During General Faculties Council, President Trimbee did not go into detail regarding *what* MacEwan University is learning from other jurisdictions. However, I can report that MacEwan University is keeping an eye on the responses that other jurisdictions are employing.

Regarding the second part of your question, the exact policies were unstated during the meeting. However, relevant policies that could come into play are MacEwan University's [Free Expression on Campus Policy](#) and [Campus Security Policy](#).

Huhtala - For the VPA: allowing deans to approve curriculums that do not require changes without moving to committee does seem like a good method of streamlining. However, I am wondering if there will still be ample opportunity for curriculums to be examined for any changes that may be necessary?

Vpa - Excellent question, Councillor Huhtala.

Should there be changes necessary to curriculum, these changes will go through the [Committee on Academic Standards, Curriculum, and the Calendar](#). The streamlining of this process impacts instances where no changes are discussed; there will still be opportunities to discuss changes through this committee.

Huhtala - For the VPA on the subject of the Palestinian protests: given the recent response of the EPS at the UofA Palestinian protests, I fear that many MacEwan students may fear for their safety and rights to peaceful protest. Are there any resources that students could access to address these concerns while Dr. Trimbee is having these conversations with the Minister of Advanced Education and Minister of Public Safety?"

Vpa - Another important question, Councillor Huhtala.

SAMU has listed a range of resources for students impacted by the events over this past weekend. These include directed mental health resources—ranging from #ActionForPalestine x Ruh Care, Palestinian Mental Health Counsellors, Abrar Trauma and Mental Health Services, BIPOC Healing and Wellness Centre to SAMU's own Peer Support. A list of these resources can be found via [this link](#).

I encourage any MacEwan student affected by the recent events to utilize these resources.

## 5.2. Oral Questions

Topics Include: advocacy.

## 6. In Camera Period

### 6.1 Chief Returning Officer Reappointment

**MOTION TO GO IN CAMERA**

**TORRES/ZIDAN**

**CARRIED**

\*Phan enters @ 6:05pm

**MOTION TO GO OUT OF CAMERA**

**TORRES/ZIDAN**

**CARRIED**

## 7. Motions & Business Orders of the Day

### 7.1. Chief Returning Officer Reappointment

\*Okai enters @ 6:07pm

**MOTION TO REAPPOINT JOSH STOCK AS THE CHIEF RETURNING OFFICER, FOR A TERM ENDING APRIL 30, 2025, ON THE RECOMMENDATION OF THE STUDENTS' COUNCIL OPERATIONS COMMITTEE**

**VPGF/TESFAY**

Favour: Beka, VPA, Kaushik, VPGF, MacDonald, VPSL, Okai, Phan, Poon, Singh, Tesfay, Torres, Uzor, Zidan

**CARRIED**

### 7.2. Governance Committee

Nominees: Councillor Phan

**MOTION TO APPOINT COUNCILLOR COUNCILLOR PHAN TO THE GOEVRNANCE COMMITTEE FOR A TERM ENDING OCTOBER 31, 2024**

**VPGF/TORRES**

Favour: Beka, VPA, Kaushik, VPGF, MacDonald, VPSL, Okai, Phan, Poon, Singh, Tesfay, Torres, Uzor, Zidan

**CARRIED**

### 7.3. Students' Council Operations Committee

Nominees: Poon

**MOTION TO APPOINT COUNCILLOR POON TO THE STUDENTS' COUNCIL OPERATIONS COMMITTEE FOR A TERM ENDING OCTOBER 31, 2024**

**VPGF/SINGH**

Favour: Beka, VPA, Kaushik, VPGF, MacDonald, VPSL, Okai, Phan, Poon, Singh, Tesfay, Torres, Uzor, Zidan

\*Kamenwa enters at 6:13pm

**CARRIED**

**8. Consultation**

**9. Evaluation**

**10. Recognition**

**11. Adjournment**

***MOTION TO ADJOURN***

***BEKA***

***CARRIED***

Next Meeting Date: June 19, 2024

Meeting adjourned at 6:21pm



## Students' Council Report

### President

June 19th, 2024

Council,

Please see the report on my work as President from May 15<sup>th</sup> to June 13<sup>th</sup>.

### Executive Summary

- Community Pride Day at MacEwan
- SAMU and MacEwan: Presidents and Vice-Presidents Meeting (PVP)

### Student Voice

*The Student Voice is amplified by SAMU.*

#### Community Pride Day at MacEwan

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

SAMU Executives were invited by MacEwan's Centre for Sexual and Gender Diversity (CSGD) to attend Pride Day. The event is a celebration of the 2SLGBTQ+ community. I, the VPGF, VPE, and the VPA were in attendance. SAMU's attendance served as both an opportunity to show our support for students and further build a relationship with the CSGD.

#### PVP Meeting

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

In recent years, SAMU has been meeting quarterly with MacEwan's Executives to advocate for Student Needs. I, along side SAMU's VPs, General Manager (GM), and some support staff met with MacEwan to formally introduce SAMU's 2024-2025 Executive Committee and discuss the following topics: SAMU priorities, MacEwan's Goals, Student Housing, Students First Campaign, Inclusive Access, Safety of Student Protestors, and Tuition Consultation Process.

### Closing Remarks



**STUDENTS' ASSOCIATION  
OF MACEWAN UNIVERSITY**

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 2024-2025



## **Students' Council Report**

### **Vice-President Academic**

**19 June 2024**

Howdy! I hope this report finds you in good health, good spirits, and good weather. As for myself, I've been doing what most Edmontonians find themselves doing: anxiously watching the Oilers, hoping they can bring home the Stanley Cup.

As the summer progresses, there is little to report on. Instead, planning is underway to ensure a successful and productive year of advocacy.

I hope you enjoy reading this short-and-sweet report.

### **Executive Summary**

- General Faculties Council applications are live;
- Relationship building/maintenance with MacEwan University stakeholders; and,
- SSJOC meeting attendance.

### **Student Voice**

*The Student Voice is amplified by SAMU.*

#### General Faculties Council Applications

*Strat Bullet Point 2.2*



GFC (General Faculties Council) applications are live! If you are interested—or know anyone—interested in sitting on GFC, don't hesitate to fill out the [GFC application form](#).

More information regarding the responsibilities, along with the meeting dates, of GFC can be found alongside the GFC application form.

### Relationship Building/Maintenance

#### *Strat Bullet Point 2.4*

Held numerous meetings with MacEwan University stakeholders to ensure relationships developed by the previous VPA carry over to my term.

These stakeholders range from MacEwan administrators to faculty members. I look forward to working with these folks and providing Students' Council with updates regarding our work.

## **Student Supports**

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

### SSJOC Meeting

#### *Strat Bullet Point 3.3*

Alongside our Vice President Governance and Finance, I attended a Student Systems Joint Operations Committee (SSJOC) meeting.



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### **Closing Remarks**

As always, thank you for your attention to the work your Executive Committee is doing. I welcome any high-level questions regarding my report and look forward to answering them to the best of my ability.

If you have any concerns related to my portfolio, feel free to reach out via [savpacademic@macewan.ca](mailto:savpacademic@macewan.ca).

Have a great summer!

Darcy



## Students' Council Report

### Vice-President External

### Date of Meeting June 19, 2024

Hello Council! I hope the Spring/Summer semester is going well for those of you who are enrolled in classes, and that those of you who are not are having a well-deserved break from studies.

### **Student Voice**

*The Student Voice is amplified by SAMU.*

### **Canadian Alliance of Students' Association (CASA) Foundations**

#### 1.1

The President and I attended the annual CASA Foundations conference from May 13-17 where we had the opportunity to meet with the cohort of CASA delegates, from all over the country, with whom we will be working with for 2024/2025 to advance priorities to the Federal Government. We elected a new board to serve for the upcoming year and began looking at broad themes and opportunities for federal advocacy to amplify the student voice. I look forward to reporting more on the finalized priorities after our policy planning conference in July.

### **City Council District Planning Hearing**



1.2

On May 28, I had the opportunity to address the Edmonton City Council at City Hall where I spoke in favor of the proposed changes to Edmonton's District Policy and District Plans. These proposed changes, we believe, are a step in the right direction to addressing students' concerns about the cost of housing and student safety.

### **Student Leader Orientation**

1.3

The president and I had the opportunity to attend the annual Student Leader Orientation put on by the Ministry of Advanced Education. We got to meet student delegates from other institutions across the province and hear the ministry's plans for the year regarding post-secondary education. I also addressed the gathering, including Minister Rajan Sawhney (who joined virtually), in my capacity of Chair of the Council of Alberta University Students (CAUS), regarding our priorities for the upcoming year. Although these priorities are not yet finalized and will be done at the planning conference from June 26-28, I was able to share broad themes students are sharing across member institutions.

Kind Regards,

Alric Reid



## **Students' Council Report**

### **Vice President Governance & Finance**

**June 19<sup>th</sup>, 2024**

Greetings Council!

I hope your summer is going well!

Below you can find my report from May 10<sup>th</sup> – June 13<sup>th</sup>.

#### **Executive Summary**

- Contingency Fund Transfer
- SCOC 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.*

#### **Student Supports**

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



## **Strengthening SAMU Operations**

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

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

*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.*

### Students' Council Operations Committee (SCOC)

The committee met to discuss the remuneration of the Chief Returning Officer and the Chair of Students' Council. The committee discussed when to review their honorarium and its amount. Lastly, the committee discussed the Remuneration of Elected Representatives and Governance Transition Policies, considering that we have online SAMU education modules and other gaps we've noticed.

### Contingency Fund Transfer to Operating Fund

As per policy, whenever we transfer funds from the Contingency Fund due to a cash flow shortage, it must be reported to the Council. For further background information, by policy, our Operating Fund must have 2 months' worth of operating expenses at one time. Our Senior Finance Manager calculated what the next 2 months' worth of our operating expenses would be and noticed that the current balance would not be enough. As a result, we transferred \$1,003,546.97 from our Operating Savings Fund and \$1,003,189.31 from our Contingency Fund to the Operating Fund. Around this time of the fiscal year, funds are tight because we do not receive our transfer from MacEwan



**STUDENTS' ASSOCIATION  
OF MACEWAN UNIVERSITY**

till July. However, to mitigate using our Contingency Fund in the future, we've already made the change in policy where 30% of our surplus would go into unrestricted funds.

### **Closing Remarks**

As I will not be at this Council meeting, 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.

**Kind Regards,**

A handwritten signature in black ink that reads 'J. La Torre' in a cursive script.

Joseph A. La Torre, (He/Him)

VP Governance and Finance, SAMU 2024/2025

[savpoperations@macewan.ca](mailto:savpoperations@macewan.ca)



## **Students' Council Report**

### **Vice President Student Life**

**06-19-2024**

Greetings Council!

Hope everyone's June is going well, we have had a very robust and busy time here in the office and time is flying by. I send my regrets as I am away in Montreal for professional development, and I can't wait to share information with you once I returned.

Please see below my report in office from May 15 – June 18

### **Executive Summary**

- Pride Crosswalk Painting
- KW Land Based Gathering Event
- Transition



## **Student Voice**

*The Student Voice is amplified by SAMU.*

### Pride Crosswalk Painting

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

The Center for Sexual and Gender Diversity (CSGD) invited us for the symbolic ceremony of painting the rainbow crosswalk outside of residence kicking off pride month. All the executive members went to support this moment and we were so grateful to be part of this process. I want to highlight that inclusion remains a top priority and we are here to support our LGBTQIA2S+ students and community members.

## **Student Voice**

*The Student Voice is amplified by SAMU.*

### Kihew Waciston (KW) Land Based Gathering Event

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

I had a wonderful opportunity to be able to attend a three-day event hosted by KW to learn more about indigenous culture through traditional teachings, ceremonies and connecting to the land. This was a great event to connect with KW and like-minded individuals of the community. This event is important to attend as one of our goals for the year is to foster our relationship with Kihew Waciston. Indigenization is one of our utmost priorities for the year as we tie back to celebrating and supporting diversity and inclusion with the MacEwan Community.



## **Strengthening SAMU Operations**

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

### Transition

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

It's my first month officially flying solo and what an experience it has been thus far. I'm happy to report my transition into the role was very smooth and my predecessor has set me up for success from small administrative tasks to getting to know everyone in Student Affairs. If you have any questions regarding my transition, please do not hesitate to reach out to me!

### **Closing Remarks**

The student's voice informs the student experience, and I always welcome yours! Please don't hesitate to contact me via email at [savpstudentlife@macewan.ca](mailto:savpstudentlife@macewan.ca)

Cheers,

Aleace Moom (she/her)

VP Student Life, SAMU 2024/2025



**Voting Members:**

Gabriel Ambutong, President  
Darcy Hoogers, VP Academic  
Alric Reid, VP External  
Joseph A. La Torre, VP Governance & Finance  
Aleace Moom, 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:  
**VPA/VPSL**

**MOTION TO ADD "2. NIAC REP"  
PRES/VPSL  
CARRIED**

**CARRIED**

3. Approval of Minutes: May 2, 2024

**VPA/VPSL  
CARRIED**

TOPIC	DISCUSSION	ACTION/MOTION
1. Q3 Financials	Whiting provides background of budget process and overview of Q3 Financials.	
2. NIAC Rep	Sedighi provides background on NIAC rep position. EC is being asked to endorse previous ISR as MacEwan NIAC rep.	<b>MOTION TO ENDORSE KATRINA KOE AS THE INTERIM MACEWAN NIAC REPRESENTATIVE FOR A TERM ENDING APRIL 30, 2025 OR UNTIL AN ISR REPRESENTATIVE IS SELECTED, WHICHEVER COMES FIRST  VPGF/VPA CARRIED</b>
3. Vpgf PD	Vpgf – opportunity to attend these two PD sessions without coast, except work time. Looking for endorsement from EC.	
4. Storage Cabinet	Vpgf – request from GM – The Pantry/Breakfast Club requires more storage space. This is a request to approve the cost from the Maintenance Fund.	<b>MOTION</b>

		GM – we get a preferred rate from this company through MacEwan.	<b>TO APPROVE AN EXPENSE OF UP TO \$4500.00, FROM THE MAINTENANCE FUND, FOR STORAGE CABINETS AND SHELVES</b>  <b>VPSL/VPA CARRIED</b>
5.	Project Updates (Standing Item)	Sharepoint Drive: EC Workplan	
6.	Outstanding Action Items		
7.	VP Academic's Report	Transition. GFC Meeting update.	
8.	VP External's report	tabled	
9.	VP Governance and Finance's Report	Holdback fee update.	
10.	VP Student Life's Report	Transition. Consent Week update.	
11.	President's Report	tabled	
12.	General Manager's Report	Restoration damage update. SoB update. Dorothy Gray update. SA-317 has been updated.	
13.	Recognition		

4. Adjournment

Time: 3:26pm.



**Minutes for the Executive Committee Meeting of the  
Students' Association of MacEwan University  
May 13, 2024 @ 10:00 am**

**Voting Members:**

Gabriel Ambutong, President  
Darcy Hoogers, VP Academic  
Alric Reid, VP External  
Joseph A. La Torre, VP Governance & Finance  
Aleace Moom, VP Student Life

**Resource Officials:**

Darryl Kostash, General Manager  
Shannon Marshall, Executive Coordinator Recording Secretary  
Carl Knowler, Director Marketing and Communications  
Larrisa Williams, Internal Advocacy Advisor  
Parvin Sedighi, Manager, External & Stakeholder Relations

1. Call to Order: 10:50 a.m.
2. Approval of Agenda:  
**VPSL/VPA CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION MOTION
1.	Break		<p><b>TO TAKE A 10-MINUTE BREAK</b></p> <p><b>VPGF/VPA CARRIED</b></p>
2.	Response to Student Protests		<p><b>MOTION</b></p> <p><b>TO RELEASE A STATEMENT SUPPORTING STUDENTS' RIGHT TO PROTEST PENDING APPROVAL FROM THE EC.</b></p> <p><b>VPA/VPE CARRIED</b></p> <p>Action: RM to share a draft copy with EC for their feedback by 10:00 am MST on Tuesday May 14<sup>th</sup>, EC to have their thoughts and edits completed by end of day.</p>

3. Adjournment  
Time: 11:02am



**Voting Members:**

Gabriel Ambutong, President  
Darcy Hoogers, VP Academic  
Alric Reid, VP External  
Joseph A. La Torre, VP Governance & Finance  
Aleace Moom, 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:  
**VPSL/VPA  
CARRIED**
3. Approval of Minutes: May 8, 2024  
**VPA/VPSL  
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Project 17	Gm - Project 17 SA 317 Table adjustment and room set up, change. Adjust table and layout so that it is more functional for meetings. \$1,400	<b>MOTION</b>  TO APPROVE AN EXPENSE OF UP TO \$1400.00, FOR SA-317 TABLE ADJUSTMENT AND ROOM SETUP, TO APPROVE AN EXPENSE OF UP TO \$8000.00, FOR DESK PRIVACY SCREENS, TO APPROVE AN EXPENSE OF UP TO \$3000.00, FOR ELECTRICAL REWIRING IN THE LOOKOUT, TO APPROVE AN EXPENSE OF UP TO \$4000.00, TO ADD POWER BOXES UNDER THE STAIRCASE ON THE FIRST FLOOR OF THE SAMU BUILDING, FROM THE MAINTENANCE FUND  <b>VPA/VPSL CARRIED</b>
2.	Project 18 & 19	Gm - Project 18 & 19 SA 308 and 327 Privacy side screens for desk. These screens will give staff more privacy when working at their open space desks. \$8,000	
3.	Project 20	Gm - Project 20, rewire some of the electrical plugs and circuits so that we stop blowing breakers when we	

		do events in the look out. Currently the way that it is set up we trip the breaker almost every event we have catering at. This change will reduce the issues 4 fold. \$3,000	
4.	Project 21	Gm - Project 21, add power to power boxes on the first floor under the staircase. For some reason power wire were not pulled to the boxes in the floor that would provide power for events that we do under the stair case on the main floor. I am submitting a high estimate to do this is at \$4,000 but I don't think that will be the final price. Timing is an issue so I am asking before the quote is processed.	
5.	PD request	Vpsl – briefing note attached for review.	<b>MOTION</b>  <b>TO APPROVE AN EXPENSE OF UP TO \$2500.00 FROM G/L 525400 FOR VPSL TO ATTEND DEVOUR CAMPUS CONFERENCE</b>  <b>VPA/VPSL CARRIED</b>
6.	Project Updates (Standing Item)		
7.	Outstanding Action Items		
8.	VP External's report	tabled	
9.	VP Governance and Finance's Report	Meeting with Lara (MacEwan).	
10.	VP Student Life's Report	Meet and greets with Student Affairs staff.	
11.	VP Academic's Report	Met with Provost. Calendar Advisory Group meeting. Media training.	
12.	President's Report	tabled	
13.	General Manager's Report	HR update. Marketing having a retreat currently. Flood update.	
14.	Recognition		

4. Adjournment

Time: 3:12pm.



**Voting Members:**

Gabriel Ambutong, President  
Darcy Hoogers, VP Academic  
Alric Reid, VP External  
Joseph A. La Torre, VP Governance & Finance  
Aleace Moom, 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/VPE  
CARRIED**
3. Approval of Minutes: May 15, 2024  
**VPA/VPGF  
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Project 23	Gm - I have another project for you SA 308 – addition of two more desks and movement of storage cabinets and 4 of the desks that are currently in this space. Cabinets will be moved to other locations and with the addition of these desk we will have enough desks for most of our staff to work in the office. Note we have 6 positions that are remote due to not having enough space for desks. If we don't add these desks here, that number would be 8. Along with the desks we will also be getting side screens that are higher and offer our staff more privacy for their work. It also helps with sit stand desk option as an added benefit for privacy. If you are taller than 5'10" it doesn't do much thought. I also added to this order new door hardware for my office so that we can remove the locking mechanism and have a standard office door handle no lock. I prefer this to be honest as I don't feel the need to lock the door to my office. The cost is \$28,000 and will take 2 – 4 days to install btw. This would come from the Maintenance fund.	<b>MOTION TO APPROVE AN EXPENSE OF UP TO \$28,000.00, FROM THE MAINTENANCE FUND, FOR PROJECT 23  VPGF/VPE CARRIED</b>
2.	Annual Report Check-in	Vpgf – each year SC approves an annual report based on our year of accomplishments. We need to add our advo priorities – all EC should have received an email requesting information.	Action: Add same topic to next EC agenda.

		Pres – for incoming, your predecessors might know more but use the staff supports to help gather info.	
3.	SAMU Website & Advo wins	Vpgf – wanted to talk about highlighting our advo wins on our website/social media. Looking for feedback from EC.	Action: Create document to track Advo wins and add to each EC agenda.
4.	FFAC Student Reps	<p>Vpa – briefing note provided. Wanting to know if we can recognize the 3 students who sat on this council but weren't appointed by SAMU. FFAC didn't follow their bylaws that indicate SAMU appoints students to these positions.</p> <p>Pres – overstep by FFAC – makes sense for us to recognize them. Need to ensure FFAC, or other councils, are aware of this expectation. More operational support needed in future.</p> <p>Vpe – concern that these students wouldn't be prepared to be advocates. Want to ensure they're better supported.</p> <p>Gm – this is something we're working on but it won't be a fast process – will take some time.</p> <p>Vpgf – in favour of providing recognition to these students.</p> <p>Gm – need to review what students are receiving for taking committees on, but MacEwan needs to also support the students.</p> <p>Vpgf – think this should be part of our advo planning session – decide how we'll ask MacEwan to support this.</p> <p>Vpa – think we can hold off on making a decision today.</p> <p>Vpe – regardless of who appointed them, I believe they should be recognized per our Procedure.</p> <p>Vpgf – support recognizing per Procedure.</p> <p>Pres – not sure we can get MacEwan to provide remuneration so think we should for now. Identify how much we need to spend prior to passing a motion.</p>	<p>Action: Add student representation to Advo Planning.</p> <p>Add FFAC reps to July EC meeting – Vpa.</p> <p>Vpgf to work on updates to Procedure re student representation honourarium and report back at next meeting</p>
5.	Hiring Committees	Vpgf -	<p><b>MOTION</b></p> <p><b>TO APPROVE AN EXPENSE OF UP TO \$585.00 EACH, FROM G/L 525400 – EXECUTIVE PROJECTS, TO PROVIDE AN HONOURARIUM TO SASHA RYZHOVA FOR SITTING ON THE ASSOCIATE DEAN OF NURSING SEARCH COMMITTEE AND TO JAKOB CARDINAL FOR SITTING ON THE AVP, ADVANCEMENT &amp; ALUMNI RELATIONS HIRING COMMITTEE</b></p> <p><b>VPGF/VPA CARRIED</b></p>

			<p><b>ABSTAIN: PRES</b></p> <p>Action: Ensure JC is aware he can't claim transition hours for committee work – IAA</p> <p>Advo planning addition – appointing process &amp; comms with SAMU.</p>
6.	Project Updates (Standing Item)	Sharepoint Drive: <a href="#">EC Workplan</a>	
7.	Outstanding Action Items		
8.	VP Governance and Finance's Report	SSJOC update. ITS update. APPR update. U-Pass meeting update.	
9.	VP Student Life's Report	Tabled.	
10.	VP Academic's Report		
11.	VP External's report	CAUS update. CASA update.	
12.	President's Report	Gallivan update.	
13.	General Manager's Report	HR updates. Grant application update re The Pantry. AMICCUS-C conference update. Marketing dept update. MacEwan communication update.	
14.	Recognition		

4. Adjournment

Time: 3:19pm.



**Minutes for the Executive Committee Meeting of the  
Students' Association of MacEwan University  
May 23, 2024**

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**Voting Members:**

Gabriel Ambutong, President  
 Darcy Hoogers, VP Academic  
 Alric Reid, VP External  
 Joseph A. La Torre, VP Governance & Finance  
 Aleace Moom, VP Student Life

**Resource Officials:**

Darryl Kostash, General Manager  
 Alan Honey, Governance Advisor

**Recording Secretary:**

Alan Honey, Governance Advisor

TOPIC		DISCUSSION	ACTION/MOTION
1.	MacEwan Hiring Committee		<b>MOTION</b>  <b>TO APPOINT ALRIC REID TO THE AVP, ADVANCEMENT AND ALUMNI RELATIONS HIRING COMMITTEE</b>  <b>VPGF/PRES CARRIED</b>



**Voting Members:**

Gabriel Ambutong, President  
Darcy Hoogers, VP Academic  
Alric Reid, VP External  
Joseph A. La Torre, VP Governance & Finance  
Aleace Moom, VP Student Life

**Resource Officials:**

Darryl Kostash, General Manager  
Alan Honey, Governance Advisor

**Recording Secretary:**

Alan Honey, Governance Advisor

1. Call to Order: pm
2. Approval of Agenda:  
**VPA/VPGF  
CARRIED**
3. Approval of Minutes: May 13, 2024, May 22, 2024, and May 23, 2024  
**VPGF/VPA  
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	University Governance Representation Procedure	Vpgf -	<b>MOTION  TO APPROVE THE UNIVERSITY GOVERNANCE REPRESENTATION PROCEDURE ON THE RECOMMENDATION OF THE PROCEDURE SUB-COMMITTEE  VPGF/VPE CARRIED</b>
2.	Annual Report Check-in	Pres – letter will be completed within timeline. Vpa – rough draft almost complete. Prior Vpa will provide any additions, will also check in with our support staff. Vpe – thinking of reporting on ESA wins from last year. Pres – deadline is this Friday for submission. Vpgf – almost complete.	
3.	Students	Pres – re. student safety on our campus. Recent protest happened, and expect this to continue when students return to campus. Ensure communication with the team if requests come in. Keep consistent with our messaging.	
4.	Mid-year Retreat	GA – looking for feedback from EC on potentially moving mid-year retreat a week earlier.	

		Pres – need to confirm when CAUS advo week is – check with Vpe/Parvin.	
5.	Capacity Check-in	Pres – shall we keep this within outstanding action items so we have consistent check-ins.	Action: Add to outstanding action items as a standing item.
6.	MacEwan Committee Marketing	Vpa – looking for feedback from EC on proposal presented. Pres – agree with more aggressive messaging; targeted; Vpe – agree with need to improve, but want to ensure support for students. Pres – will involve support staff & Vpa – want to ensure we have the resources for students. Addition to website?	Action: GA to book meeting with IAA/VP/VA/GA to discuss recruitment for the coming year.
7.	UN Club Proposal	Vpgf – group has already used all the SAMU funding available to them. Vpe – would be bad precedent to set here. Should encourage the SG to fundraise more themselves. Vpa – this is only of benefit to a small group of students, not the student body as a whole. Money can be better spent with our programs and services. Pres – don't see benefit of doing this. Happy to consider things like this. Vpgf – side advocacy would be to ask MacEwan to better fund students.	Action: Add to Advo planning – MacEwan student funding (ex. MacEwan Community Grant)  Vpsl to respond to SG that we won't be providing funding.
8.	Project Updates (Standing Item)	Sharepoint Drive: EC Workplan	
9.	Advocacy Wins	Sharepoint Drive: Advo Wins	
10.	Outstanding Action Items		
11.	VP Student Life's Report	KW Land Based Gathering Event report Tabled.	
12.	VP Academic's Report		
13.	VP External's report	Presented at City Council yesterday re. district planning.	
14.	VP Governance and Finance's Report	Met with Maureen. SCE meeting update. FFAC/Nursing survey update.	
15.	President's Report		

16.	General Manager's Report	Tabled.	
17.	Recognition		

4. Adjournment

Time: 2:57pm.



**Voting Members:**

Gabriel Ambutong, President  
Darcy Hoogers, VP Academic  
Alric Reid, VP External  
Joseph A. La Torre, VP Governance & Finance  
Aleace Moom, 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/VPE  
CARRIED**
3. Approval of Minutes: May 29, 2024  
**VPGF/VPE  
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Exec RSP/TFSA & Finance presentation	By Cam Whiting.	
2.	Contingency Fund	Vpgf – briefing note provided. Whiting – required to have 2 months of operating expenses in our Operating account. Currently our saving account doesn't cover the full amount so require a motion from EC to approve this transfer. We didn't have to do this last year – this is always the tight time of year as the next transfer from MacEwan doesn't happen until July.	<b>MOTION TO APPROVE THE TRANSFER OF \$1,003,189.31 FROM THE CONTINGENCY FUND TO THE OPERATING FUND VPGF/VPE CARRIED</b>
3.	Institutional Memory	IAA – briefing note provided. This will help keep track of meetings EC has with MacEwan, etc. Draft from provided – able to provide as much info as you believe is needed for institutional memory. This creates a standard process to implement this year for a trial. Vpsl – like the idea – good to track our advo to MacEwan or externally. Vpe – believe this is helpful to ensure continuity. Vpgf – in favour, important to have this institutional memory. Pres – need to have a process for reviewing these. Support staff can consolidate? In favour of idea.	Action: Update norms document and bring to next EC.  Touchpoint at EC midyear retreat-review process.

4.	Marketing	Pres – based on presentation I'd like EC to consider: - ability to identify what analytics are important for Governance events. - advo planning – include SPEAR report.	Action: include topic in Advo Planning.
5.			
6.	Project Updates (Standing Item)	Sharepoint Drive: <a href="#">EC Workplan</a>	
7.	Outstanding Action Items		
8.	Advocacy Wins	Sharepoint Drive: <a href="#">Advo Wins</a>	
9.			
10.	VP Academic's Report		
11.	VP External's report	Affordable housing meeting update.	
12.	VP Governance and Finance's Report		
13.	VP Student Life's Report	Met with MacEwan International re affordable housing.	
14.	President's Report		<b>MOTION</b> <b>TO GO IN CAMERA</b> <b>VPGF/VPSL CARRIED</b> <b>MOTION</b> <b>TO GO OUT OF CAMERA</b> <b>VPE/VPGF CARRIED</b>
15.	General Manager's Report	AMICCUS-C update. Pre-audit almost complete. Fiscal end of year coming June 30. Credit card responsibilities reminder.	
16.	Recognition		

4. Adjournment

Time: 3:10pm.