



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

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

Voting Members:

Gabriel Ambutong, President
Tolu Dare, Councillor
Aryan Dutta, Councillor
Aidan Fisher, Councillor
Cornelius Glasgow, Councillor
Darcy Hoogers, Vice President Academic
Cierra Jacobs, Councillor
Joseph A. La Torre, Vice President Governance
and Finance
Aleace Moom, Vice President Student Life
Moselle Namoc, Councillor
Maade Okai, Councillor
Nathan Poon, Councillor
Israel Reyes, Councillor

Joehn Torres, Councillor
Vincent Trinh, Councillor
Chioma Uzor, Councillor
vacant, Councillor
Loyal Zidan, Councillor
vacant, Vice President External

SAMU Officials and Council Support:

Timothy Jobs, Chair
Darryl Kostash, General Manager
Alan Honey, Governance Advisor
Caitlin Yambao, Admin Support

Meeting called to order at 3:38pm.

<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 NOVEMBER 20, 2024

2.2 MOTION

TO APPROVE THE MINUTES OF OCTOBER 16, 2024

3. Presentations

3.1. kihêw waciston Presentation

4. For Information

4.1. Reports

4.1.1. President

4.1.2. Vice President Academic

4.1.3. Vice President Governance & Finance

4.1.4. Vice President Student Life

4.1.5. Governance Investigations and Reinstatement Committee (in camera)

4.1.6. Chief Returning Officer

4.1.7.

4.2. Executive Committee Minutes

Minutes of October 9, 16, 23, and 30, 2024 provided.

5. Question Period

5.1. Written Questions

Trinh - For VPA's Report - I notice that the report mentions that the success of keeping Reading Week will be kept specifically for the 2025/2026 Academic Year. Does that mean MacEwan will still plan to remove Reading Week for future terms? (Ex: 2026's Fall Reading Week)

VPA - Thank you for your question, Councillor Trinh. As it currently stands, MacEwan is not looking to remove the Fall Reading Break in the foreseeable future.

5.2. Oral Questions

Topics include:

6. In Camera Period

6.1. Councillor Reinstatement

MOTION TO GO IN CAMERA

MOTION TO GO OUT OF CAMERA

7. Motions & Business Orders of the Day

7.1. Councillor Reinstatement

***MOTION _____ REINSTATE SONIA YUSUF AS A COUNCILLOR FOR A TERM
ENDING OCTOBER 31, 2025***

Favour:

Oppose:

Abstain:

7.2. Executive Compensation

MOTION TO REALLOCATE THE VPE SALARY FROM SEPTEMBER 15, 2024 TO APRIL 30, 2025 TO EACH OF THE EXECUTIVES, DUE TO THEIR TAKING ON A PORTION OF THE RESPONSIBILITIES OF THE VICE PRESIDENT EXTERNAL AFTER THE VICE PPRESIDENT EXTERNAL RESIGNED. THE PERCENTAGE ALLOCATION OF THE SALARY WILL BE 27.5% TO THE PRESIDENT, 16.5% TO THE VICE PRESIDENT ACADEMIC, 5.5% TO THE VICE PRESIDENT GOVERNANCE AND FINANCE, AND 5.5% TO THE VICE PRESIDENT STUDENT LIFE.

POON/

Favour:

Oppose:

Abstain:

7.3. Audit Committee

Nominees: Reyes,

MOTION TO APPOINT COUNCILLORS _____, _____, AND _____ TO THE AUDIT COMMITTEE

VPGF/

Favour:

Oppose:

Abstain:

7.4. Finance Committee

Nominees: Fisher,

MOTION TO APPOINT COUNCILLORS _____ AND _____ TO THE FINANCE COMMITTEE

VPGF/

Favour:

Oppose:

Abstain:

7.5. Governance Committee

Nominees: Namoc, Uzor,

MOTION TO APPOINT COUNCILLORS _____ AND _____ TO THE GOVERNANCE COMMITTEE

VPGF/

Favour:

Oppose:

Abstain:

7.6. Students' Council Operations Committee

Nominees: Uzor,

MOTION TO APPOINT COUNCILLORS _____, _____, _____, AND _____ TO THE STUDENTS' COUNCIL OPERATIONS COMMITTEE

VPGF/

Favour:

Oppose:

Abstain:

7.7. Strategy and Engagement Committee

Nominees: Reyes, Okai, Namoc, Trinh, Uzor, Dare

MOTION TO APPOINT COUNCILLORS _____, _____, AND _____ TO THE STRATEGY AND ENGAGEMENT COMMITTEE

VPGF/

Favour:

Oppose:

Abstain:

7.8.

8. Consultation

8.1.

9. Evaluation

9.1. Evaluation Form

10. Recognition

11. Adjournment

MOTION TO ADJOURN

Next Meeting Date: December 18, 2024

Meeting adjourned at pm



STUDENTS' ASSOCIATION OF MACEWAN UNIVERSITY

Minutes for the Students' Council Meeting of the Students' Association of MacEwan University October 16, 2024 at 6:00pm in the Council Chamber

Voting Members:

Gabriel Ambutong, President
Abby Beka, Councillor (absent)
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 (absent)
Aleace Moom, Vice President Student Life
Maade Okai, Councillor
Nhi Phan, Councillor
Nathan Poon, Councillor
vacant, 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
Caitlin Yambao, Admin Support

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 OCTOBER 16, 2024

TORRES/TESFAY

CARRIED

2.2 MOTION TO APPROVE THE MINUTES OF SEPTEMBER 18 AND OCTOBER 2, 2024

ZIDAN/KAUSHIK

CARRIED

3. Presentations

4. For Information

4.1. Reports

4.1.1. President

4.1.2. Vice President Academic

4.1.3. Vice President Governance & Finance

U-Pass negotiation concluded – documentation coming & referendum in March.

- 4.1.4. Vice President Student Life
- 4.1.5. Audit Committee
- 4.1.6. Finance Committee
- 4.1.7. Governance Committee
- 4.1.8. Strategy and Engagement Committee
- 4.1.9. Executive Committee
- 4.1.10. Vice President External Workload Redistribution
- 4.1.11. Students' Council Operations Committee

4.2. Executive Committee Minutes

Minutes of September 11, 18, 25, and October 2, 2024 provided.

5. Question Period

5.1. Written Questions

5.2. Oral Questions

Topics include: SAMU priorities & Student Affairs (student need); GFC sit in – Reading Break; ESA & meeting with Mayors office.

6. In Camera Period

7. Motions & Business Orders of the Day

7.1. 2023-2024 Annual Report

MOTION TO APPROVE THE 2023-2024 SAMU ANNUAL REPORT

VPGF/ZIDAN

*Phan arrives at 6:09pm

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

CARRIED

7.2. 2023-2024 Councillor of the Year Presentation

Vpsl - congratulations to COTY: Delaney Huhtala.

8. Consultation

8.1. Councillor Remuneration Frequency

Vpgf – want to hear from councillors if we should change the remuneration frequency to quarterly, twice per year, or keep as it is currently.

Keep Same – 6

Quarterly – 1

Biannually - 4

9. Evaluation

10. Recognition

11. Adjournment

MOTION TO ADJOURN

PHAN

CARRIED

Next Meeting Date: November 20, 2024.

Meeting adjourned at 6:41pm.



**STUDENTS' ASSOCIATION
OF MACEWAN UNIVERSITY**

Students' Council Report

President

November 20th, 2024

Council,

There have been no significant decisions or items of strategic relevance to Students' Council to report on from the President portfolio during October 16th to November 12th.

*Note: I encourage Councillors to ask **strategic** questions outside of reported items.

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 2024-2025



Students' Council Report

Vice-President Academic

November 20, 2024

Fall Reading Break is here to stay.

Executive Summary

- Fall Reading Break campaign outcome.

Student Voice

The Student Voice is amplified by SAMU.

Don't Take Our Break Campaign

Strat Bullet Point 2.1, 2.2, 2.4

After weeks of campaigning, the proposal to remove Fall Reading Break was defeated. Students will keep Fall Reading Break for the 2025/2026 Academic Year.

The campaign consisted of a letter writing campaign, in-person lobbying, social media advertising, a trailblazing joint statement between SAMU and the Grant MacEwan Faculty Association, and, of course, a passionate sit-in at the General Faculties Council meeting where the decision took place.

I want to thank the numerous individuals who contributed to ensure that Fall Reading Break is here to stay. Additionally, I thank the thousands of students who filled out our Fall Reading Break survey, affirming that Fall Reading Break is necessary for student success. Finally, I thank the faculty who stood in solidarity with students, voting to keep Fall Reading Break.

Vice President Academic's Report to Students' Council

[20 November 2024]

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OF MACEWAN UNIVERSITY**

Closing Remarks

I am humbled and grateful for all the work done these past few months, and for the overwhelming support that students demonstrated.

Sincerely,

Darcy



Students' Council Report

Vice President Governance & Finance

November 20th, 2024

Greetings Council!

I hope you are all doing well as we head into the chillier parts of Fall that lead into Winter.

Below you can find my report from October 10th – November 14th.

Executive Summary

- Tuition/MNIF Consultation Meeting #4

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



Tuition/MNIF Consultation Meeting #4

The President and I had our fourth Tuition/MNIF meeting, where we had a chance to speak to our written position we sent to MacEwan administration before this meeting. During the meeting, we spoke to our position where we reiterated our principles and priorities from student feedback saying that affordability is the top concern for students, specifically the cost of education and living, and mental health, which is downstream of affordability that impacts students. In addition, we opposed any increases to tuition and MNIFs (Mandatory Non-Instruction Fees). Now that the Tuition/MNIFs consultation process is over, MacEwan will make a recommendation to the Board of Governors where it will go for approval. The President and I sit on the Board of Governors as student members and not as SAMU representatives, so we will be given an opportunity to speak on the Tuition/MNIFs motion when it comes in December.

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.



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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.

Kind Regards,

A handwritten signature in black ink that reads "J. La Torre". The signature is fluid and cursive, with the first letter 'J' being particularly large and stylized.

Joseph A. La Torre, (He/Him)

VP Governance and Finance, SAMU 2024/2025

savpoperations@macewan.ca



Students' Council Report

Vice President Student Life

11-20-2024

Greetings Council!

Hope you all had a great reading week! My month has been busy with AVPSS hiring, Helping our VPA with reading break and our executive retreat. Please see my report below from October 17th- November 20th.

Executive Summary

- Associate Vice President Student Support and Accountability Update (AVPSS)

Student Voice

The student voice is amplified by SAMU

2.4 Foster positive relationships with MacEwan University to better serve students

AVPSS Hiring Committee

My last update to council was regarding the appointment of the VPSL to sit on the AVPSS hiring committee. This committee has been very busy over the last month as we went through 13 applications and had 7 interviews over the past month. The committee has moved forward to having 3 people join us on campus and meet various campus stakeholders including the Executive Committee. It's crucial that the person who fills this role can meet student needs and run a tight ship within student affairs. I look forward to



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updating council once deliberations are over and we can share who is going to be our next AVPSS.

Closing Remarks

Thank you for reading my report and I hope you all have a wonderful week!

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

Cheers,

Aleace Moom (she/her)

VP Student Life, SAMU 2024/2025



Students' Council Report

Chief Returning Officer
November 14, 2024

**RE: Outcomes of the Students' Association of MacEwan University (SAMU)
2024 Students' Council election.**

1.0 INTRODUCTION

I, Josh Stock, was appointed as Chief Returning Officer (CRO) by the SAMU Students' Council in accordance with section 2 of the SAMU *Elections and Referenda* policy on May 15, 2024, via motion number 7.1 of that meeting. This report has been prepared and submitted in accordance with section 3 of the SAMU *Elections and Referenda* policy. A summary of the five (5) "suggestions for future improvements" is included as an appendix at the end of this report.

2.0 ELECTION PREPARATIONS

Planning for the Students' Council election began in May 2024, immediately after my re-appointment as CRO, and continued through the summer months via contact with the Returning Officer (RO), Alan Honey. This included a review of the Nominations Handbook, the slide deck for the All-Candidates Meeting, updates to the revised *Elections* procedure, and proposed dates for key election events (e.g., the dates for the opening of nominations, forums, and the elections themselves, etc.). These items were largely finalized by the beginning of September 2024.

3.0 NOMINATIONS PERIOD

The nominations period was quite uneventful. I was in occasional contact with the RO to check in on the number of candidates for each position. There was an unusually high level of interest for Students' Council positions this year which translated into what may be a record-breaking number of nominations – thirty-eight (38) in total. This required the All Candidates Meeting, typically held in the Students' Council Chambers, to be moved to a venue with a higher capacity.

3.1 Notable Decisions

One SAMU member who submitted a nomination was deemed to be ineligible due to a lack of a good academic standing with MacEwan University. The SAMU member was notified that they were not eligible to run.



SAMU offered headshots for the purposes of marketing the election on the SAMU website. The use of SAMU's assets in any individual's campaign was deemed to not be allowed, i.e., it was deemed that SAMU could only use the photos on the SAMU website for the purposes of marketing the election and the persons running for Students' Council would not be permitted to use the photo elsewhere for their campaign.

3.2 Suggestions for Future Improvements

New SAMU governing documents, such as the policy pertaining to the roles and responsibilities of the CRO, do not appear to be publicly posted on the SAMU website. It is suggested that the current governing documents be posted in a location where SAMU members and those affected by the documents, e.g., the CRO, can access them.

There was some correspondence with potential nominees who were having difficulty using the SAMU website to find the nomination paperwork. The number of buttons to click on the website to find this information did appear to be excessive and the location of the nomination paperwork did not appear to be as intuitive as it could have been. It is suggested that the website be simplified to reduce this potential barrier for SAMU members who are interested in running for office. User testing may be one option to mitigate this.

4.0 POST-NOMINATIONS PERIOD

As always, this portion of the Students' Council election process was the most intensive for CRO activity, decisions, and rulings. The large volume of candidates this year contributed to a higher workload. While section 14 of the *Elections* procedure provides the CRO with the ability to respond to any requests for interpretation or approval within 24 hours, I was able to respond to most requests within minutes and at all times of the day (and night). Inquiries and approvals requests from candidates persisted throughout the entirety of the post-nominations period, including the full campaigning period.

The number of candidates who ultimately made it onto the final ballot was twenty-two (22). Sixteen (16) candidates either withdrew voluntarily or were disqualified.



4.1 Notable Decisions

One candidate noted that they wished to delegate some of their official capacity as a candidate to another person but had not identified a campaign manager, a role which can perform this function, on their nomination paperwork. There is nothing in the SAMU governing documents preventing the late addition of a campaign manager, so this request was granted, and the same opportunity shared with all candidates.

Headshots taken by SAMU for use on the SAMU website were noted to have been posted in a manner that did not achieve the requirement for a "headshot" which were otherwise enforced on candidates who provided their own photos. This was communicated to SAMU staff, and this was quickly resolved, i.e., the photos were cropped to meet the requirements.

One candidate appeared to have campaign materials in an unauthorized location, and this was brought to my attention by another candidate. I instructed the materials to be removed immediately, which occurred. No further action was taken.

One candidate requested that their preferred name be used on the ballot (and on campaign material) in lieu of their legal name. Their legal name was the name submitted on the nomination form. Upon confirmation that this match MacEwan University's records, this request was granted, and the same opportunity was communicated to who were running in the election.

Many candidates appeared to have difficulty spelling the position in which they were applying for – "Students' Council". My preference has been to allow the electorate to judge these candidates accordingly, provided that a reasonable person could attempt to ascertain what was being attempted to be conveyed.

Five (5) candidates successfully withdrew their candidacy. Many did not understand that they needed to send their withdrawal request to the CRO. This requirement was enforced, and some candidates did not wind up having their candidacy withdrawn for failing to follow the process.

Eleven (11) candidates failed to submit an expense report by the stipulated deadline. This deadline is very well communicated, as are the consequences associated with missing the deadline. In accordance with the *Elections* procedure, all were disqualified from the election and were taken off the ballot. Some of these candidates had attempted to communicate their withdrawal prior to this but did not follow the requirements for withdrawing so they were ultimately disqualified by this process.



4.2 Suggestions for Future Improvements

Requirements for what name candidates request to have on the ballot and on election materials does not appear to be defined in the SAMU governing documents and this is currently left to the discretion of the CRO. If this were to be defined by SAMU governing documents, I suggest the options be limited to one's legal name or one's preferred name – both being subject to confirmation in MacEwan University's records.

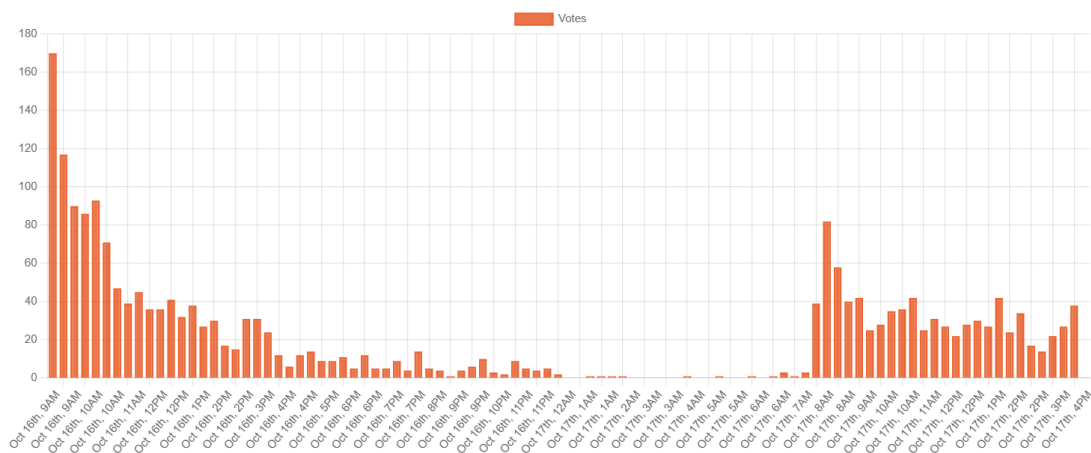
Several candidates were struggling with the submission of the expenditure report, specifically with the merging of all documentation into a single PDF. I (again) suggest that the SAMU website submission form be updated to allow for multiple documents to be submitted (this should include all required submissions, not just the expenditure report).

5.0 VOTING DAYS

The voting software used for the election, Simply Voting, worked as programmed without any issues with the software itself. The voter turnout for the election was monitored by the RO and I throughout the voting period. A report published by the software indicates 1299 of the 2153 votes cast were recorded on the first day of voting, which is approximately 60% of the votes cast. 854 of 2153 votes cast were recorded on the second day of voting, with a spike in additional votes recorded as soon as the "reminder" pre-programmed email was sent out.

Sixty-three (63) ballots, representing approximately 0.4% of eligible voters, were rejected by SAMU members who have opted out of receiving correspondence from SAMU.

Turnout Chart (2153 electors voted)



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



5.1 Notable Decisions

One candidate reached out noting that their ballot did not seem to be working and that it had appeared they had already voted, and the vote did not express their intention. Upon further investigation, it appeared the candidate may have posted the link to their personal ballot on social media and another person accessed their ballot and voted. There did not seem to be any evidence of an error on the part of the voting platform and “redo” votes are not permitted by the voting platform. This appears to be an unfortunate lesson learned in ballot integrity.

One candidate was noted to have been affixed campaign materials to a substrate using something other than masking tape or painters' tape and the campaign materials were also noted to have been placed in an unacceptable location. The candidate was issued a warning to correct the condition immediately or face a penalty. The condition was quickly resolved, and no further action was taken.

One candidate noted that there appeared to be unauthorized posters suggesting their pet was a candidate posted on campus. The RO was instructed to remove these materials immediately, but they had been removed by others prior to intervention.

5.2 Suggestions for Future Improvements

There is currently no mechanism for SAMU members who opt to reject SAMU emails to engage in the voting process. It is encouraged that this be made explicitly clear, if it is not so already, to SAMU members who are deciding if they want to opt out of these emails or not, that they essentially are forfeiting their right to vote by doing so.

6.0 UNOFFICIAL RESULTS OF THE ELECTION

The unofficial results for the Students' Council election yielded fourteen (14) successful candidates and eight (8) unsuccessful candidates. The unofficial results were issued approximately twenty (20) minutes after the polls closed on the final day of voting, October 17, 2024.

The voter turnout for this election was 13.2%, an almost five-point increase from the Students' Council election in 2023 and an almost seven-point increase from the Executive Committee election earlier this year. This increase can likely be attributed to the competitive nature of the election due to the number of candidates.



In accordance with the updates the *Elections* procedure, the unofficial results became official 48 hours after the polls closed, on Saturday, October 19, 2024 at 4pm. An email was sent to confirm this.

6.1 Notable Decisions

Four (4) unsuccessful candidates failed to fully remove their campaign materials (namely posters) from MacEwan University property by the stipulated deadline. The RO removed these materials, and I subsequently levied a financial penalty of against each candidate's potential reimbursement amount based on the quantity of the materials removed by the RO.

6.2 Suggestions for Future Improvements

None.

7.0 CONCLUDING REMARKS

As always, a huge thank you to the RO, and to the SAMU members who worked the election. As noted earlier, this may have been a record-breaking election in terms of the volume of candidates. Wow!

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'J. Stock', written in a cursive style.

Josh Stock
Chief Returning Officer



APPENDIX: SUMMARY OF SUGGESTIONS FOR FUTURE IMPROVEMENTS

As a reminder, none of these suggestions are binding on SAMU. I believe the Executive Committee is best tasked with reviewing these suggestions.

Suggestion #1

New SAMU governing documents, such as the policy pertaining to the roles and responsibilities of the CRO, do not appear to be publicly posted on the SAMU website. It is suggested that the current governing documents be posted in a location where SAMU members and those affected by the documents, e.g., the CRO, can access them.

Suggestion #2

There was some correspondence with potential nominees who were having difficulty using the SAMU website to find the nomination paperwork. The number of buttons to click on the website to find this information did appear to be excessive and the location of the nomination paperwork did not appear to be as intuitive as it could have been. It is suggested that the website be simplified to reduce this potential barrier for SAMU members who are interested in running for office. User testing may be one option to mitigate this.

Suggestion #3

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Suggestion #4

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Suggestion #5

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Voting Members:

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

In Attendance:

Shannon Marshall, Executive Coordinator
Larissa Williams, Internal Advocacy Advisor
Parvin Sedighi, External and Stakeholder Relations
Manager
Emily Lukacs, External Advocacy Advisor

Resource Officials:

Darryl Kostash, General Manager
Alan Honey, Governance Advisor (Recording Secretary)

1. Call to Order: 2:30pm
2. 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.

3. Approval of Agenda:
**VPSL/VPGF
CARRIED**
4. Approval of Minutes for: October 2, 2024
**VPGF/VPSL
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	Student Groups		MOTION TO APPROVE THE MACEWAN UNIVERSITY CLUB OF KARAOKE VPSL/VPGF CARRIED MOTION

			<p>TO APPROVE THE ETHIOPIAN ERITREAN STUDENT ALLIANCE</p> <p>VPSL/VPGF CARRIED</p>
2.	Student Tech Fee	<p>One Card Proposal</p> <p>TOR Changes</p> <p>Business Building Funding</p> <p>Vpgf - was conditional approval of funding for business building – they have fulfilled that requirement.</p> <ul style="list-style-type: none"> - TOR changes provided – will be recommending some changes to what was provided re. who makes final decision if consensus is not reached. - Re. One Card proposal – need more clarification before we can support this. 	
3.	Chancellor Joint Search Committee	<p>Need 2 Students for the Committee.</p> <p>The dates for the meetings are: October 23, 2024, February 19, 2025, March 12, 2025 (Contingency), April 16/17, 2025, May 7, 2025.</p> <p>IAA – looking to decide what students we should target – is this an EC thing, councillor, etc?</p> <p>Pres – don't think EC has capacity at the moment to take this on.</p> <p>Vpsl – councillors?</p> <p>Pres – would they receive any support from SAMU in this?</p> <p>RM – can provide an initial</p>	<p>Action:</p> <p>Solicit from current councillors and provide initial training meeting.</p>
4.	Committee Appointment(s)		<p>MOTION</p> <p>TO APPOINT MABEL ADESOPO TO THE FACULTY OF ARTS AND SCIENCE COUNCIL FOR A TERM ENDING JUNE 30, 2025</p> <p>VPGF/VPSL CARRIED</p>
5.	Project 17-24.25 SA214 Student Group Furniture Upgrade Front Desk	<p>GM - Student Groups has requested some additional front desk reception seating for the part timers. If you agree could you please bring a motion to spend \$8,075 from Maintenance fund for Project 17-24.25 SA214 Student Group Furniture Upgrade Front Desk</p>	<p>MOTION</p> <p>TO APPROVE AN EXPENSE OF UP TO \$8075.00 FROM THE MAINTENANCE FUND FOR PROJECT 17-24.25 SA214 STUDENT GROUP FURNITURE UPGRADE FRONT DESK</p>

			VPGF/VPSL CARRIED
			MOTION
6.	Project 19-24.25 SMART Display Request for Marketing, griff, and Operations 86" & 76"	GM - Marketing and P&S has requested the purchase of an 2 - 86" Smart display for operational use and the griff has requested 1 – 75" display. These are at a 64% discount rate. If you agree could you please bring a motion to spend \$16,500 (includes 2 yr extended warranty) from Maintenance fund for Project 19-24.25 SMATRT Display Request For Marketing, Grif and Operations 86" & 76".	TO APPROVE AN EXPENSE OF UP TO \$16,500.00 FROM THE MAINTENANCE FUND FOR PROJECT 19-24.25 SMART DISPLAY REQUEST FOR MARKETING, GRIFF, AND OPERATIONS 86" & 76" VPSL/VPGF CARRIED
			MOTION
7.	EC Projects		TO APPROVE AN EXPENSE OF UP TO \$585 FROM G/L 524500 – EXECUTIVE PROJECTS TO PROVIDE AN HONORARIUM TO NATHAN POON FOR SERVING ON THE FACULTY OF ARTS AND SCIENCE ASSOCIATE DEAN REAPPOINTMENT COMMITTEE VPGF/VPSL CARRIED
			MOTION
8.	EC Workplan	IAA – updated document provided.	TO APPROVE THE EC 2024-2025 WORKPLAN AS AMENDED VPGF/VPSL CARRIED Action: Provide as part of EC's quarterly report.
9.	NMUN Sponsorship Request	Vpsl – received request from a student for sponsorship of event. Vpsl – opposed to sponsoring. Vpgf – opposed as well.	Action: Vpsl to communicate response to Nathan.
10.	Outstanding Action Items		
11.	Advo Wins		Action: Gm to ensure staff update Advo Wins document
12.	VP Academic's Report		
13.	VP Governance & Finance Report	U-Pass negotiations update.	

14.	VP Student Life's Report	Opportunity to take part in free seminar re. campus food security. Office of Human Rights update.	
15.	President's Report	Food crawl proposal from MacEwan – forwarded to GM.	
16.	GM Report	HR update. SG updates. Narcan update. Furniture update. Operational metrics update coming. Difficult Conversations training & update.	
17.	Recognition		

5. Adjournment
Time: 3:41pm



Voting Members:

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

In Attendance:

Larissa Williams, Internal Advocacy Advisor
Parvin Sedighi, External and Stakeholder Relations
Manager
Emily Lukacs, External Advocacy Advisor

Resource Officials:

Darryl Kostash, General Manager
Alan Honey, Governance Advisor

1. Call to Order: 2:00pm
2. 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.

3. Approval of Agenda:

**VPGF/VPA
CARRIED**

4. Approval of Minutes for: October 9, 2024

**VPA/VPGF
CARRIED**

TOPIC	DISCUSSION	ACTION/MOTION
1. MacEwan on the Hill: Ottawa on Nov 17-19	Pres – talked about revisiting this and now is the time. Vpa – will MacEwan be paying for this? RM – no discussion yet. Vpa – based on capacity of team our resources would be better spent here. Vpgf – if MacEwan was going to pay for it I'd consider it, but don't see value in it.	. Action: Pres to communicate we won't attend to MacEwan
2. SAMU Committee – SAL appointments		MOTION TO APPOINT BRIAN GULBRAA & FAITH TABLADILLO TO THE AUDIT COMMITTEE, EFFECTIVE

			<p>NOVEMBER 1, 2024, FOR A TERM ENDING OCTOBER 31, 2025</p> <p>VPGF/VPA CARRIED</p> <p>MOTION</p> <p>TO APPOINT CHRISTOPHER HEMSWORTH & TATUM GADEMANS TO THE FINANCE COMMITTEE, EFFECTIVE NOVEMBER 1, 2024, FOR A TERM ENDING OCTOBER 31, 2025</p> <p>VPGF/VPA CARRIED</p> <p>MOTION</p> <p>TO APPOINT COLTON BLOUOFF AND OLAD AYODEJI TO THE GOVERNANCE COMMITTEE, EFFECTIVE NOVEMBER 1, 2024, FOR A TERM ENDING OCTOBER 31, 2025</p> <p>VPGF/VPA CARRIED</p> <p>MOTION</p> <p>TO APPOINT MABEL ADESOPO, COLTON BLOUOFF, BRIAN GULBRAA, TO THE GOVERNANCE INVESTIGATIONS AND REAPPOINTMENT COMMITTEE FOR A TERM ENDING OCTOBER 31, 2025</p> <p>VPGF/VPA CARRIED</p> <p>MOTION</p> <p>TO APPOINT MABEL ADESOPO AND TO THE STRATEGY AND ENGAGEMENT COMMITTEE, EFFECTIVE NOVEMBER 1,</p>
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			2024, FOR A TERM ENDING OCTOBER 31, 2025 VPGF/VPA CARRIED
3.	EC Advocacy	Pres – bring support staff up to date on our recent decision. Vpgf – during EC huddle we decided to move forward being more assertive with MacEwan. Also set an expectation of getting information provided to us well ahead of time. Vpa – bring emphasis that students deserve to be consulted when decisions are being made on items that directly affect them. The need to respect our processes. Pres – Vpsl brought up that MacEwan needs to respect us as the voice of students. Also need quicker movement on asks.	
4.	Chancellor Joint Committee	Vpa – have been given 1-2 weeks to find students to sit on this committee. Made a call out to our Councillors.	MOTION TO APPOINT SONIA YUSUF TO THE 2024-2025 CHANCELLOR JOINT COMMITTEE VPA/VPGF CARRIED
5.	Student Groups		MOTION TO APPROVE THE MACEWAN SEVA CLUB VPGF/VPA CARRIED MOTION TO APPROVE THE NORTH AFRICAN STUDENT ALLIANCE VPGF/VPA CARRIED
6.	Advo Wins		
7.	VP Academic's Report	CAUS update. Dean of Nursing meeting. Fall Reading Break campaign update.	
8.	VP Governance & Finance Report	Tech Fee Committee meeting update. U-Pass update. Q1 departmental financial updates.	
9.	VP Student Life's Report	tabled	
10.	President's Report		MOTION TO GO IN CAMERA

			VPA/VPGF CARRIED MOTION TO GO OUT OF CAMERA VPA/VPGF CARRIED
11.	GM Report	Student Groups insurance update. Building update re security plans. The Griff update.	
12.	Recognition		

5. Adjournment
Time: 2:58pm.



Voting Members:

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

In Attendance:

Shannon Marshall, Executive Coordinator (Absent)
Larissa Williams, Internal Advocacy Advisor
Parvin Sedighi, External and Stakeholder Relations
Manager
Emily Lukacs, External Advocacy Advisor

Resource Officials:

Darryl Kostash, General Manager
Alan Honey, Governance Advisor (Absent)

1. Call to Order: 2:00PM
2. 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.

3. Approval of Agenda:
**VPA/VPSL
CARRIED**
4. Approval of Minutes for: October 16, 2024
**VGPF/ VPA
CARRIED**

TOPIC		DISCUSSION	ACTION/MOTION
1.	CASA Presentation		MOTION TO RECESS FOR 10 MINUTES VPSL/VPA CARRIED
2.	Operational Metrics	GM - Director of Marketing & Communications & the Director of Programs and Services to present their metrics for September *Vpa leaves @3:18PM	

3.	SAMU Committees – SAL	GA – there is one available seat on SEC and two applications.	MOTION TO APPOINT ALEM TEFAY TO THE STRATEGY AND ENGAGEMENT COMMITTEE, EFFECTIVE NOVEMBER 1, 2024, FOR A TERM ENDING OCTOBER 31, 2025 VPSL/VPGF CARRIED
4.	Chancellor Joint Committee		MOTION TO APPOINT CIERRA JACOBS TO THE 2024-2025 CHANCELLOR JOINT COMMITTEE VPSL/VPGF CARRIED
5.	Outstanding Action Items		
6.	Advo Wins		
7.	VP Academic's Report	tabled	
8.	VP Governance & Finance Report	Alumni Mixer Event Attended with President	
9.	VP Student Life's Report	Meeting with Manager of kw Canadian Campus Food Security Network Panel Attendance	
10.	President's Report	Student Leaders Orientation Board of Governors Meeting CASA on Campus	
11.	GM Report	HR Update Building Update	
12.	Recognition		

5. Adjournment
Time: 3:59PM



Voting Members:

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

In Attendance:

Shannon Marshall, Executive Coordinator
Larissa Williams, Internal Advocacy Advisor
Parvin Sedighi, External and Stakeholder Relations
Manager
Emily Lukacs, External Advocacy Advisor

Resource Officials:

Darryl Kostash, General Manager
Alan Honey, Governance Advisor (Absent)

1. Call to Order: 2:00pm
2. 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.

3. Approval of Agenda:

**VPSL/VPA
CARRIED**

4. Approval of Minutes for: October 23, 2024

**VPA/VPGF
CARRIED**

TOPIC	DISCUSSION	ACTION/MOTION
EC for a Day presentation		Action: Vpgf to schedule debrief and invite Events team
1. Maintenance Fund request	Vpgf - Maintenance Fund request for \$9,100 for Project 20-24.25 Pantry lockers Part 2 we are seeing success with having hampers put in lockers however we don't have enough locker space to keep up with demand	MOTION TO APPROVE AN EXPENSE OF UP TO \$9,100.00 FROM THE MAINTENANCE FUND FOR PROJECT 20-24.25 PANTRY LOCKERS PART 2 VPGF/VPSL

			CARRIED
1.	EC Retreat	Final agenda provided for information.	
2.	SC Training Debrief		
3.	SC Training concern	Vpgf -	MOTION TO GO IN CAMERA VPSL/VPGF CARRIED MOTION TO GO OUT OF CAMERA VPSL/VPA CARRIED
4.	Unbudgeted Expenditure	Request - Budget increase of \$10,000 for the Breakfast Club – 534100 due to higher demand we feel we need to add more budget dollars to the service Request: We would like to request additional \$9000 budget for GL 532570 (Promo Squad). The new Promo Squad was approved and implemented after the 2024/25 budget was approved. The rationale for the request is: <ul style="list-style-type: none"> • It was suggested that a promo squad be developed focused solely on Elections, Governance, Advocacy and Brand initiatives for SAMU • The Promo Squad has been implemented and proven its effectiveness during the SC Election • Marketing sees great value in keeping the Elections & Brand promo squad and running it concurrently with the regular promo squad • Expenses have already been incurred and taken from the existing Promo Squad budget (\$9000 for 2024/25) • We are asking for the same amount of budget as the other promo squad for materials (cart, cart branding), swag, giveaways & prizes, student engagement activation equipment 	MOTION TO APPROVE AN UNBUDGETED EXPENDITURE OF UP TO \$10,000 TO G/L 534100 (BREAKFAST CLUB) VPGF/VPSL CARRIED MOTION TO APPROVE AN UNBUDGETED EXPENDITURE OF UP TO \$9,000.00 TO G/L 532570 (PROMO SQUAD) VPGF/VPA CARRIED
5.	Outstanding Action Items		
6.	Advo Wins		
7.	VP Academic's Report	CAUS update. GFC update. Interview with the griff & CBC.	
8.	VP Governance & Finance Report		
9.	VP Student Life's Report		

10.	President's Report		
11.	GM Report	Mature student meeting. Vpe update. Work from home update. Furniture update. Building update. KW/ISR update. Last Class Bash insurance update. Reading Break win.	
12.	Recognition		

5. Adjournment
Time: 3:36pm



STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

Meeting Date	Submitted By
November 20, 2024	Nathan Poon, Councillor

Agenda Title	Item
	Executive Compensation

Action Requested	<input checked="" type="checkbox"/> Motion	<input type="checkbox"/> Consultation Item
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AGENDA ITEM DETAILS

Motion Title	MOTION TO REALLOCATE THE VPE SALARY FROM SEPTEMBER 15, 2024 TO APRIL 30, 2025 TO EACH OF THE EXECUTIVES, DUE TO THEIR TAKING ON A PORTION OF THE RESPONSIBILITIES OF THE VICE PRESIDENT EXTERNAL AFTER THE VICE PPRESIDENT EXTERNAL RESIGNED. THE PERCENTAGE ALLOCATION OF THE SALARY WILL BE 27.5% TO THE PRESIDENT, 16.5% TO THE VICE PRESIDENT ACADEMIC, 5.5% TO THE VICE PRESIDENT GOVERNANCE AND FINANCE, AND 5.5% TO THE VICE PRESIDENT STUDENT LIFE.
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Background Information	<p>At the October 2, 2024 Students' Council meeting Council voted to redistribute the Vice President External's workload to the other members of the Executive Committee due the the position being vacant.</p> <p>The General Manager, Finance Department, and Governance and Advocacy Support Team (External and Stakeholder Relations Manager, Executive Coordinator, External Advocacy Advisor, Internal Advocacy Advisor, and Governance Advisor) have provided a recommendation that would compensate the current members of Executive Committee for taking on the additional workload from the vacant Vice President External (VPE) portfolio. Those staff members are providing this recommendation to mitigate any conflict of interest by the current members of Executive Committee.</p> <p>They have identified that 55% of the 2024-2025 VPE workload is being covered by the current executives. That workload has been distributed as follows: President - 50%, Vice President Academic - 30%, Vice President Governance and Finance - 10%, Vice President Student Life - 10%.</p> <p>The additional workload was originally absorbed into their duties as of September 15, 2024, hence why the motion is retroactive, and will continue until the end of their elected terms, April 30, 2025.</p>
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	<p>As such, the final recommendation is to provide additional compensation to the current executives. The President would receive 27.5% (ie. 50% of the 55% VPE portofio being covered), the Vice Presdient would receive 16.5%, and the Vice President Governance & Finance and Vice President Student Life would each receive 5.5% of the vacant VP External salary until the end of their term.</p> <p>This salary reallocation would recognize the extra work undertaken while the VPE role is vacant.</p> <p>This salary reallocation would not effect the budget for salaries as the VPE salary was already budgeted for.</p>
Alternative Considerations	Not provide any extra compensation for executives taking on additional duties outside of their required duties.
Risk Management Considerations	
Strategic Alignment	<input checked="" type="checkbox"/> <i>Attached Strategic Alignment Checklist is complete</i>
Implications	
Related Documents	Remuneration of Elected Representatives Policy
Follow Up Action	
Review History	

Strategic Alignment Checklist

Vision: All students benefit from a vibrant student life and a culture of empowerment.

Mission: SAMU builds a positive student experience by creating a place to engage and connect, being a champion for all students and providing opportunities that allow them to get the most out of their educational journey.

Focus Areas	Not consistent	N/A	Consistent
Student Experience & Engagement			
The overall student experience is enhanced by the opportunities provided by SAMU.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.1 Put the finishing touches on the SAMU building, enhancing the safe and intentional spaces for students to gather, relax and study.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.2 Increase student awareness of SAMU and its opportunities through strong communications and engaging marketing and brand	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.4 Support Student Groups by offering networking opportunities, meeting space, outreach support and online platforms	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student Voice			
The Student Voice is amplified by SAMU.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.1 Develop an Advocacy Plan and implement processes to strengthen SAMU's advocacy program.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.3 Continue to build collaborative relationships with other Student Associations and organizations to enhance the collective student voice with all government levels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.4 Foster positive relationships with MacEwan University to better serve students	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student Supports			
Student supports provided by SAMU are responsive to unique and evolving needs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.1 Develop and deliver initiatives that are inclusive and are responsive to all student needs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.2 Evaluate and assess student supports to remain relevant and accountable to students	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.3 Strengthen collaborations and partnerships with MacEwan University to expand supports and resources for students.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.4 Enhance relationships with external organizations to leverage resources and supplement new and existing initiatives	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Strengthening SAMU Operations			
SAMU is an innovative and sustainable organization with an engaging work environment.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.2 Document main policies and processes to support business continuity and transitions in leadership and staff.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.3 Diversify revenue streams to reduce reliance on student fees.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>



November 13, 2024

RE: Executive Committee's Responsibility Pay

Dear Council Members,

I am writing to you to discuss our recommendation and support for the Executive Committee's Compensation agenda item. The operational team of Finance, Governance and Advocacy Supports, and me, reviewed the Vice Presidents External's Job description as well as the Executive Committee's work plans. With this information we modeled a structure and recommendation to the additional responsibility pay for the current Executive Committee members. Responsibility pay is a normal organizational practice, when a person or a team is tasked with taking on extra responsibilities due to the absence of a position. Responsibility pay is not pay for overtime or extra time, it is a fair payment model for employees that are tasked with taking on more job responsibilities due to the vacancy of a position not being filled for a long period of time.

Sincerely,

Darryl Kostash
General Manager
Students' Association of MacEwan University



STUDENTS' COUNCIL MEETING SUBMISSION

AGENDA ITEM INFORMATION

Meeting Date	Submitted By
November 20, 2024	Joseph A. La Torre, VP Governance and Finance

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

AGENDA ITEM DETAILS

Motion Title	<p>Motion to appoint Councillors _____, _____, and _____ to the Audit Committee</p> <p>Motion to appoint Councillors _____ and _____ to the Finance Committee</p> <p>Motion to appoint Councillors _____ and _____ to the Governance Committee</p> <p>Motion to appoint Councillors _____, _____, _____ and _____ to the Students' Council Operations Committee</p> <p>Motion to appoint Councillors _____, _____, and _____ to the Strategy and Engagement Committee</p>
Background Information	<p>Per the Committees policy, councillor appointments to all standing committees happen at the regularly scheduled November meeting of Students' Council.</p> <p>Time commitments to note for specific committees: Finance Committee - will meet as needed but during Winter Reading Break (February 18-21) the committee will meet approx 3 hours/day on the mornings of Tuesday - Friday for budget presentations and deliberations. If you nominate your self for this committee please know that you do need to attend all these meetings.</p>
Alternative Considerations	N/A

Risk Management Considerations	N/A
Strategic Alignment	<input checked="" type="checkbox"/> <i>Attached Strategic Alignment Checklist is complete</i>
Implications	Full committees are able to do their work while providing a greater diversity of student voices.
Related Documents	Committees policy - committee TORs.
Follow Up Action	n/a
Review History	n/a

Strategic Alignment Checklist

Vision: All students benefit from a vibrant student life and a culture of empowerment.

Mission: SAMU builds a positive student experience by creating a place to engage and connect, being a champion for all students and providing opportunities that allow them to get the most out of their educational journey.

Focus Areas	Not consistent	N/A	Consistent
Student Experience & Engagement			
The overall student experience is enhanced by the opportunities provided by SAMU.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1.1 Put the finishing touches on the SAMU building, enhancing the safe and intentional spaces for students to gather, relax and study.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.2 Increase student awareness of SAMU and its opportunities through strong communications and engaging marketing and brand	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
1.3 Increase student engagement by offering relevant and meaningful events, programs, services, volunteer activities and employment opportunities for students	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
1.4 Support Student Groups by offering networking opportunities, meeting space, outreach support and online platforms	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student Voice			
The Student Voice is amplified by SAMU.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.1 Develop an Advocacy Plan and implement processes to strengthen SAMU's advocacy program.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.2 Enhance awareness and interest in SAMU's democratic processes through education and encouraging student participation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2.3 Continue to build collaborative relationships with other Student Associations and organizations to enhance the collective student voice with all government levels	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2.4 Foster positive relationships with MacEwan University to better serve students	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Student Supports			
Student supports provided by SAMU are responsive to unique and evolving needs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.1 Develop and deliver initiatives that are inclusive and are responsive to all student needs.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.2 Evaluate and assess student supports to remain relevant and accountable to students	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.3 Strengthen collaborations and partnerships with MacEwan University to expand supports and resources for students.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3.4 Enhance relationships with external organizations to leverage resources and supplement new and existing initiatives	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Strengthening SAMU Operations			
SAMU is an innovative and sustainable organization with an engaging work environment.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.1 Review SAMU governance structures and make improvements to reduce duplication of efforts and delays in decision-making processes.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.2 Document main policies and processes to support business continuity and transitions in leadership and staff.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.3 Diversify revenue streams to reduce reliance on student fees.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
4.4 Act as financial and environmental stewards and implement effective practices to enhance sustainability.	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
4.5 Foster a professional and supportive work environment that lives the organizational values and delivers a culture of excellence.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Audit Committee

Mandate

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

Authority

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

Roles of Committee

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

Standing Orders

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

Composition

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

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

Committee Operations

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

Finance Committee

Mandate

1. Finance Committee assists Students' Council in fulfilling its financial oversight responsibilities through budgetary deliberations, reviewing SAMU fees and monitoring the financial well-being of the organization.

Roles of Committee

2. Finance Committee reviews and recommends the annual SAMU Operating budget to Students' Council for approval
3. Finance Committee monitors, evaluates, advises, and makes recommendations on policies and practices related to internal financial controls.
4. Finance Committee provides recommendations regarding new or current SAMU fees.
5. Finance Committee monitors and recommends changes to the SAMU Membership Fee.
6. Finance Committee reviews the quarterly financial statements of the organization, reviewing any allocation adjustments over a 5% variance.
7. Finance Committee monitors the financial well-being of SAMU.

Composition

8. The voting members of Finance Committee are the President, the Vice President Operations and Finance, the Vice President Student Life, two Councillors and two students-at-large.
 - 8.1. Preference will be given to students-at-large with financial experience.
9. The resource officials of Finance Committee are the General Manager and a full-time staff member of the Finance Department
10. Any Member of Students' Council is entitled to attend a committee meeting in a non-voting capacity.

Committee Operations

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



Governance Committee

Mandate

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

Roles of Committee

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

Composition

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

Committee Operations

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



Students' Council Operations Committee

Mandate

1. Students' Council Operations Committee advises and reviews Students' Council, interviews and vets candidates for appointments made by Students' Council, and annually reviews the remuneration and compensation provided to Councillors, Executives, and other Students' Council appointments performing governance roles at SAMU.

Roles of Committee

2. Students' Council Operations Committee reviews Students' Council's decisions in relation to their adherence to SAMU Bylaws and Policies.
 - 2.1. Students' Council Operations Committee may call a re-vote on a decision where it deems the decision was a violation of Bylaws or Policies.
 - 2.2. Members of Students' Council may request a review of a decision in relation to its adherence to Bylaws and Policies.
 - 2.2.1. Requests must be made in writing to the Chair of Students' Council Operations Committee within 10 business days of the disputed decision.
 - 2.2.2. Students' Council Operations Committee will have 30 days to respond in writing to Students' Council with its decision.
3. Students' Council Operations Committee reports on the effectiveness and progress of Students' Council.

Students' Council Appointments

4. The committee reviews all applications for appointments made by Students' Council and ensures candidates considered for appointment meet the criteria for positions laid out in SAMU's bylaws and policies.
5. The committee develops additional criteria for appointed positions consistent with SAMU's bylaws and policies.
6. The committee interviews all appropriate candidates for positions appointed by Students' Council.
7. The committee provides candidates with further information regarding the position upon request.
8. The committee provides written recommendations on all vacancies.

Strategy and Engagement Committee

Mandate

1. The Strategy and Engagement Committee (SEC) strives to maximize student engagement with Students' Council, provides leadership development opportunities to members of Students' Council and acts as a consultation body for strategic priorities.

Roles of Committee

2. SEC develops a plan for Students' Council to engage with SAMU members.
3. SEC creates opportunities for members of Students' Council to develop leadership skills by:
 - 3.1. researching and implementing professional development opportunities for members of council; and
 - 3.2. developing team building opportunities for Students' Council
4. Strategy and Engagement Committee may be consulted by Executives on advocacy priorities relating to their portfolios to ensure alignment with Strategic Plan, topics may include but is not limited to:
 - 4.1. External organization advocacy priorities
 - 4.2. Sexual Violence Prevention advocacy
 - 4.3. Mental health advocacy
 - 4.4. Equity, Diversity and Inclusion advocacy
 - 4.5. Academic advocacy
5. Strategy and Engagement Committee may also be consulted about other strategic matters relating to SAMU.

Composition

6. the voting members of Strategy and Engagement Committee are the Vice President Student Life, one Executive, three Councillors and two Students-At-Large
7. The resource officials of Strategy and Engagement Committee are the Advocacy Coordinator and the Executive Coordinator
8. Any member of Students' Council is entitled to attend a committee meeting in a non-voting capacity.

Committee Operations

9. The Vice President Student Life serves as chair of Strategy and Engagement Committee

10. Meetings of Strategy and Engagement Committee are held at least quarterly.

11. The Committee Chair may call additional meetings as required.