

**Minutes of the Twelfth
SARDP 2024-2025 Council Meeting
January 13th, 2025**

Attendance:

Bridget Anderson – Councillor

Nicholas Baker – Councillor

Skarlette Bittorf – Councillor

Brianne Campbell – Vice President Academic

Azriel Handa – Councillor

Emmanuel Mustapha – Councillor

Yiri Olueh-Matimi – Councillor

Esther Owolagba – Councillor

Jacq Patterson – President

Tyler Rastovski – Councillor

Anne Marie Watson – Chairperson

Eli Wolters – Councillor

Marian Young – Secretary

Absent with notice:

Samuel Johansson

Elizabeth Sweiger

12.0 Call to Order

The meeting was called to order at 6:01pm

12.1 Land Acknowledgment – VP Campbell

12.2 Approval of Agenda

24-25-102-C

Rastovski, Bittorf

MOTION: Motion to approve the agenda as presented.

CARRIED

12.3 Approval of Meeting Minutes

Approval of 2024-2025 Council Meeting Minutes #11

24-25-103-C

Patterson, Handa

MOTION: Motion to approve the meeting minutes of the eleventh 2024 – 2025 Council Meeting.

CARRIED

Approval of Executive Meeting Minutes #28

24-25-104 -C

Handa, Owolagba

MOTION: Motion to approve the meeting minutes of the 28th 2024 – 2025 Executive Council Meeting.

CARRIED

12.4 New Business

12.4.1 Executive Expectations

12.4.2 October Financials

12.4.3 November Financials

12.5 Old Business

12.5.1 Proposed Bylaw Changes

- Article 6: Council
- Article 7: Executive Council

24-25-10-C

Bittorf, Rastovski

MOTION: Motion to approve the changes to Association Bylaw Articles 6 and 7 affective immediately.

CARRIED

12.6 Executive Council, Council Committee and Other Reports

- 12.6.1 - Executive Council Reports
- 12.6.2 - President – J. Patterson
- Vice President Academic – B. Campbell
- Executive Director – E. Sweiger

24-25-10-C

Wolters, Rastovski,

MOTION: Motion to accept the Executive Reports as presented

CARRIED

12.7 In-Camera

12.8 Any Other Business

Please **do not** focus on individual issues. This is a time to raise large, encompassing issues. If you have, or have heard of, an individual issue that should be addressed, please connect with an Executive, the Executive Director, or the Governance and Student Support Coordinator.

12.9 Information

If you would like to discuss any of these items, you must make a motion to move them to the Discussion Agenda.

- 12.9.1 January Schedule of Events

12.10 Adjournment

24-25-10-C

Rastovski, Olueh-Matimi

MOTION: Motion to adjourn at 7:19pm

CARRIED



Jacqu Patterson, President



Anne Marie Watson, Chairperson



Marian Young, Secretary



EXECUTIVE REPORT

Presidents Office

Report: Activities from December 5th, 2024 – January 7th, 2025

Convocation Committee Meeting

Date: Friday, December 18th, 2024

The initial meeting of the Convocation Committee took place on December 18th. All members present were seasoned professionals with a strong grasp of the tasks ahead, contributing valuable insights during the meeting. During the session, we discussed the key logistics for the upcoming convocation, and I am pleased to report that all venues for the event have been successfully secured, which is a crucial step in our planning process.

One of the key topics of discussion was the structure of the event itself. The committee considered expanding the convocation duration from two days to three days. This proposal stemmed from the desire to better accommodate all the various components of the event and to provide a more relaxed and comprehensive experience for both students and attendees. Though no final decision was made, further discussions will be held to assess the feasibility of this plan.

The committee also touched on the issue of food provisions for volunteers. After reviewing various options, it was concluded that providing Subway sandwiches would be an effective solution. These sandwiches were chosen not only for their affordability but also because they remain fresh throughout the day, minimizing food waste and ensuring that the volunteers are well-fed during the event's long hours.

Trades Pancake Breakfast for Student Food Bank

Date: Monday, December 23rd, 2024

On the morning of December 23rd, 2024, the Trades facility organized a successful pancake breakfast fundraiser to support the Student Food Bank. The event was well-received by all attendees, with a high turnout from both staff and students. Along with Vice President Campbell, I participated in collecting donations and expressing our gratitude to all those who attended.

The event not only provided a hearty breakfast but also raised significant funds for a very worthy cause. Through the generous contributions of attendees, a total of **\$1,359.95** was raised for the Student Food Bank, which will go a long way in supporting students in need. The breakfast was not just a great social event, but also a reflection of the community's dedication to supporting its members.



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Presidents Office

Student Appeal Panel Orientation 1

Date: Monday, January 6th, 2025

On January 6th, Vice President Academic Campbell and I attended the first orientation meeting for the Student Appeal Panel, which was hosted by Michael Dugas. The panel's primary purpose is to fairly and impartially assess both academic and non-academic appeals brought forward by students, and to help decide the outcome of those appeals. The meeting was an important step in ensuring that all panel members are well-equipped to handle the sensitive nature of the work they do.

During the meeting, one of the key topics discussed was the importance of confidentiality throughout the appeals process. We emphasized how vital it is for all panel members to maintain discretion and integrity, especially when handling sensitive student information.

Additionally, we raised some concerns regarding students' understanding of what constitutes acceptable evidence in the appeal process. Many students may not be aware of the requirements or best practices when submitting evidence for their appeals, and this could potentially hinder their chances of success. To address this, I suggested that Mr. Dugas reach out to the Dean of Students, Kristine Plastow, to explore the possibility of creating a small educational workshop or guide aimed at helping students navigate the appeal process more effectively. This could provide students with a better understanding of what constitutes valid evidence, what they can expect throughout the process, and how to prepare for a successful appeal.

Furthermore, we discussed the need for additional training for the panel members, specifically regarding issues surrounding sexual violence, gender-based violence, and the unique challenges faced by individuals experiencing such trauma. I connected Mr. Dugas with RDP's Mental Health Education Coordinator, Sam Cooley-Morrison, with the hope that she could offer a brief educational piece on this topic for the panel. This would ensure that all panel members are better equipped to handle sensitive cases with empathy and a deeper understanding of the complexities involved.

Other meetings:

Board of Governors Presentation - December 5th, 2024

On December 5th, 2024, the Vice President and I had the honor of being invited to give a brief yet impactful presentation during the Board of Governors (BoG) meeting. Our main goal was to introduce the Students' Association, outlining who we are, what we do, and the invaluable role we play in supporting students at the institution. We took the opportunity to highlight the various programs and initiatives we manage, emphasizing the direct impact we have on the student body.

In addition to explaining the scope of our work, we extended a warm invitation to the Board members, encouraging them to come visit the student food bank and experience firsthand the essential support it provides to students facing food insecurity. This visit would not only foster a deeper understanding of the critical role the food bank plays in supporting students but also encourage further engagement with the resources available on campus.

During the presentation, we also shared updates about the food bank's recent efforts and the increasing demand for its services. Shortly after, we were pleased and grateful to receive a generous donation of XXXX towards the student food bank. This donation will significantly help sustain the food bank's operations and ensure that we can continue to provide assistance to students who rely on this essential service.

We are excited about the positive response from the Board and look forward to future collaborations that will continue to support our students and the work of the Students' Association.

Governance Review Committee - December 9, 2024

The Governance Review Committee met on December 9, 2024, where we conducted several important discussions that are key to the governance structure and operational procedures of the Students' Association. One of the key tasks at this meeting was scheduling our winter term meetings. These meetings are crucial as they allow the committee to stay on track with important governance matters and ensure ongoing communication and alignment among committee members throughout the term.

In addition to setting the schedule, we delved into discussions about the Bylaw Review Readings. Each committee member was assigned specific readings from the bylaws to review and bring back to the committee for further deliberation. This task is critical to ensure that our governing documents remain relevant, up-to-date, and reflective of the current needs and priorities of the organization.

Another significant topic discussed was a proposed new Honoraria Policy. This policy aims to reinforce the importance of active participation by councillors in committee meetings, recognizing that attendance and contribution are fundamental to the success of the organization. Under this proposed policy, councillors who fail to attend committee meetings may face a reduction in their honoraria, as regular participation is an expected responsibility. It was emphasized that participation in at least one committee is part of the councillors' job descriptions, and non-attendance could hinder the effectiveness of the committees and the overall functioning of the Students' Association.

A key point of debate during the meeting centered around the idea of allowing a one-meeting exception for councillors who may face exceptional or unforeseen circumstances. This provision was considered to offer flexibility while maintaining the importance of accountability and active involvement. However, after extensive discussions, no definitive conclusions were reached on



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Presidents Office

whether this exception should be included in the policy, and further deliberation will be needed in the coming weeks.

Overall, the Governance Review Committee continues to prioritize efficiency and accountability in its operations, ensuring that all policies and procedures are clear, fair, and supportive of the association's goals.

WORKPLAN UPDATE:

Goal 1: tba

Legend: Progress Neutral Halted



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Vice President Academic's Office

December 4th-January 7th

Academic Council (December 6th)

Attendance (Student Members): Azriel Handa, Samuel Johannson, Michael Beatty, Kyra Gamelin

It was recommended that BA and BSc Psychology students be formally able to declare a minor in another discipline (Anthropology / Communications / Economics / English / History / Philosophy / Political Science / Sociology).

It was recommended that the Program and Structure and Credential Policy, and the Graduation and Completion Procedure be approved. The changes to the Structure and Credential Policy remove definitions for things that are currently not applicable (ie. Embedded Certificate), revises definitions to align with CAQC requirements, and other similar adjustments. The Graduation and Completion Procedure is intended to be associated with this policy as well.

The Ad-Hoc Committee with membership from each constituency group completed its work and submitted a report. This was to ensure that all groups were in support of how faculty consultation is framed in program and course (re)development.

OER Champions Group (December 10th)

Attendance: Sona Macnaughton (Librarian), Andrea Johnston (Librarian), Kasey Fulton (CTLS Learning Designer), Eli Wolters (Council; Student Member)

Other institutions have various options for incentivization. In the winter semester, we will be discussing ways in which we may be able to work on adding things here. With us having a group of faculty from different departments interested in joining, we will be discussing ways in which they may be able to assist in advocating for OERs to their colleagues.

During our discussion, we noted that working groups of the institution do not appear to be listed anywhere. This could serve as a barrier for individuals wishing to be involved. Along with that, it may have an impact on general awareness of existence internally.

PSSH Webinar (December 13th)

President Patterson and I attended a webinar where results were shared from a Post-Secondary Student Homelessness project that included Red Deer Polytechnic. One of the largest takeaways from the results is that there is an expressed need for education and promotion of services and supports for students in precarious housing situations. Generally, there is a need for on and off campus supports to be known by more areas within the campus community in order to relay information and provide assistance to students who may approach them.



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Vice President Academic's Office

Other Meetings & Events Attended

ASEC Meeting with NDP Leader Naheed Nenshi (December 4th)
Executive Introduction to BOG (December 5th)
SDG Committee Meeting (December 9th)
GRC Meeting (December 9th) – See President's Committee Report
Trades Pancake Breakfast (December 23rd)
Student Appeals Orientation (January 6th)

Other Work & Updates:

- Currently compiling availability to schedule AC Student Caucus meetings for the Winter Semester.
- EDII Committee members have been sent some opportunities to be involved with Association planning committees for events, as they were listed as interest areas in December.
- The SDG Ad-Hoc Committee approved survey questions and our working timeline on December 9th. A survey was sent out to different areas within the Association to gauge work that has been done, and work that potentially could be done, in relation to the goals.

WORKPLAN UPDATE:

Goal 1: Permanent Indigenous Elder on campus

Updates: While the Association should indeed strive towards supporting an Elder or knowledge keeper for our campus community, maintaining this as an active goal for an individual office would not be ideal. Developing a relationship with an Elder is precisely that – a relationship. The one-year turnover of executives does not make this approach logistically sound.

Goal 2: Increase usage of Open Educational Resources (OER) for introductory-level courses

Updates: No updates currently

Goal 3: Increase education and implementation of Sustainable Development Goals in decision-making process

Updates: No updates currently

Legend: Progress Neutral Lacked