

**Minutes of the Thirteenth
SARDP 2024-2025 Council Meeting
January 27th, 2025**

Attendance:

Bridget Anderson – Councillor

Nicholas Baker – Councillor

Skarlette Bittorf – Councillor

Brianne Campbell – Vice President Academic

Azriel Handa – Councillor

Samuel Johannson – Councillor

Emmanuel Mustapha – Councillor

Yiri Olueh-Matimi – Councillor

Esther Owolagba – Councillor

Jacq Patterson – President

Tyler Rastovski – Councillor

Elizabeth Sweiger – Executive Director

Anne Marie Watson – Chairperson

Eli Wolters – Councillor

Marian Young – Secretary

12.0 Call to Order

The meeting was called to order at 6:03pm

12.1 Land Acknowledgment – Councillor Baker

12.2 Approval of Agenda

24-25-108-C

Rastovski, Bittorf

MOTION: Motion to approve the agenda as presented

CARRIED

12.3 Approval of Meeting Minutes

12.3.1 Approval of 2024-2025 Council Meeting Minutes #12

24-25-109-C

Anderson, Johannson

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

CARRIED

12.3.2 Approval of Executive meeting minutes #29, 30, & 31

24-25-110-C

Johannson, Campbell

MOTION: Motion to approve the meeting minutes of the 29th – 31st 2024-2025 Executive Council Meeting Minutes.

CARRIED

12.4 Old Business

12.4.1 October Financials

24-25-111-C

Wolters, Anderson

MOTION: Motion to accept the October Financials as presented.

CARRIED

12.4.2 November Financials
24-25-112-C
Johannson, Owolagba
MOTION: Motion to accept the November Financials as presented.
CARRIED

12.5 Discussion

12.5.1 Tuition Review Preparation

12.6 Executive Council, Council Committee and Other Reports

12.6.1 Executive Council Reports

- President – J. Patterson
- Vice President Academic – B. Campbell
- Executive Director – E. Sweiger

24-25-113-C
Rastovski, Olueh Matimi
MOTION: Motion to accept the 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

12.9.1 Notice of proposed policy changes

- Council Elections Policy
- Honoraria Policy
- Councillor Vacancies Policy
- BOG Student Member Policy

12.10 Adjournment

24-25-114-C
Bittorf, Wolters
MOTION: Motion to adjourn the meeting at 6:44pm
CARRIED



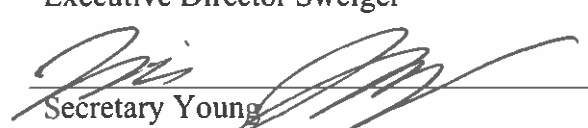
President Patterson



Chairperson Watson



Executive Director Sweiger



Secretary Young



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President's Office

January 8th -January 21, 2025

World Religions Conference

January 9th, 2025

On January 9th, 2025, Instructor Carrie Dennet met with the Vice President Academic and the President to discuss the relationship between Ahmadiyya and the Student Association (SA). Carrie wanted to inform the administration about the tradition of visiting the mosque in Calgary, which has been an important cultural and educational experience for those involved. We confirmed that both the Vice President Academic and the President will be visiting the mosque on February 13th, along with instructors Carrie Dennet and Dan Haas.

The Ahmadiyya community plays a significant role in supporting the World Religions Conference by hosting the event, as well as donating a substantial amount of food and financial support to the SA Food Bank. This collaboration is crucial in promoting interfaith dialogue and community engagement.

Performance Review Prep

January 13, 2025

Participants: Vice President Academic, President, Human Resource Coordinator Lovejeet Dhillion

On January 13th, the Vice President Academic and the President met with the SA's Human Resource Coordinator, Lovejeet, to initiate the performance review process for Executive Director Elizabeth Sweiger. The purpose of this review is to assess whether the Executive Director is meeting established goals and effectively contributing to the advancement and maintenance of the organization. The review will help identify areas of improvement, strengthen organizational operations, and ensure that the SA remains aligned with its mission and vision.

Connect With Dean of Students

January 13, 2025

Participants: Vice President Academic, President, Dean of Students Kristine Plastow

Also on January 13th, the Vice President Academic and the President met with Dean of Students Kristine Plastow to discuss student involvement in committees related to the centralization of student services. Additionally, they raised the topic of a universal AI policy. Kristine explained that implementing a one-size-fits-all AI policy would likely be ineffective, as certain classes do allow AI usage. However, she highlighted that a faculty member is currently researching AI and best practices, and her findings will be utilized to develop educational tools for instructors.

The discussion also touched on the possibility of creating an educational unit for students on the appeal process, similar to the resources available for academic misconduct. This unit would educate students on the appeal process and help clarify what constitutes evidence, with the goal of reducing the volume of emails sent to both the SA and the institution's appeal advisors. It is hoped that this initiative will streamline the process and provide clearer guidance to students.



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The team is still awaiting further updates on the Student Rights and Responsibilities policy.

Lastly, the group inquired about Kristine's perspective on supplemental exams. Kristine shared her concerns, noting that students who take supplemental exams do not necessarily benefit from the experience. She pointed out that students who defer their exams tend to have an easier time scheduling them. Her main issue with supplemental exams lies in the logistical challenges surrounding their scheduling.

Review Administrative Meeting Guidelines

January 15, 2025

Participants: President, Chief of Staff Laurel Corbiere

On January 15th, the President met with Chief of Staff Laurel Corbiere to review and revise the meeting guidelines. Some small editorial changes were made to improve the clarity and flow of the document; however, the core principles and objectives of the guidelines remain unchanged. These guidelines are designed to ensure that the SA representatives are not manipulated or used as political pawns by senior administration. This policy is critical in maintaining the integrity of the Student Association's involvement in administrative processes and discussions.

Convocation Planning Committee

January 15th, 2025

Participants: President

The President attended a convocation planning meeting on January 15th, but there were minimal updates to report. The primary decision was to maintain convocation over two days rather than extending it to three. In addition, there is an initiative to encourage faculty members to purchase their own academic robes, which can cost upwards of \$1,000.

Everyone Washrooms

January 16th, 2025

Participants: Vice President Academic Lindsay Engel, President, Pride on Campus, EDI Coordinator Rambo Nyirimihigo, Executive Director of People and Culture Crystal Glass-Painchaud, Associate Vice President of Marketing and Communications Blayne Meek

On January 16th, the Vice President and President attended a meeting with various stakeholders, including Pride on Campus, Vice President Academic Lindsay Engel, EDI Coordinator Rambo Nyirimihigo, Executive Director of People and Culture Crystal Glass-Painchaud, and Associate Vice President of Marketing and Communications Blayne Meek, to discuss the new "everyone" washrooms located near the forum.

Overall, the feedback was positive, but some concerns were raised about the clarity of the labeling for the "everyone" washrooms. It was suggested that a more permanent sign be



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installed, featuring inclusive symbols that represent people of all gender identities. Additionally, a family symbol was proposed to indicate that parents with children are also welcome to use the facilities. There was also positive feedback regarding the installation of buttons to assist individuals with mobility challenges in accessing the washrooms.

ASEC AGM

January 17, 2025

Participants: ASEC

At the ASEC AGM on January 17th, there were no significant updates regarding the SAITSA lawsuit. However, ASEC proposed a new timeline for their upcoming conference, which aims to better support advocacy efforts. More detailed information will be shared once the new timeline is confirmed.

Mental Health Committee

January 10, 2025

The Mental Health Committee reconvened after the holiday break on January 10th, 2025, and decided to focus on researching the relationship between oral hygiene and mental health. The committee plans to showcase the findings during an info session at MindfulU, scheduled for March 5th, 2025. This session will highlight how maintaining good oral hygiene can positively impact mental health, and it will be an important step in promoting mental well-being among students.

Governance Review Committee

January 17, 2025

Participants: Governance Review Committee

The Governance Review Committee met on January 17th to discuss several important matters, including council elections, the honoraria policy, councillor vacancies, and a proposal for new Board of Governors (BoG) student member policies.

Council Elections: The committee reviewed the council elections policy and discussed potential improvements to the election process.

Honoraria Policy: The honoraria policy was revisited to add a notwithstanding clause to the addition of a financial penalty for Councillors who are absent from Committee Meetings. This will help to ensure accountability, while also ensuring that it remains fair and transparent for all council members.



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Councillor Vacancies: The committee clarified expectations for sitting Council members who choose not to run for re-election in a General Election while still intending to sit on Council.

BoG Student Member Policies: The current BoG representative, Tia Rudd, proposed new policies aimed at improving the onboarding process for future student representatives. One suggestion was to make it mandatory for the student representative to attend at least one council meeting per term to stay connected with the broader student governance process. In addition, she proposed that more clarity was needed in the job description for the Student at Large member. These proposed policies aim to explicitly state the expectations of the role for student representative on the Board and ensure they are well-prepared for their responsibilities.



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WORKPLAN UPDATE:
Halted



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January 8th-January 21st

OER WIL Project (January 15th)

Attendance: Chad Flinn (AVPA), Christine Chalaturnyk (AD – CEED), Nicki Rehn (AD – CTLS), Danielle Marcus (Operations Manager – Office of the AVPA), Charlene Jones (Manager, Flexible Learning & Technology Supports – CTLS), Sona Macnaughton (Librarian), Andrea Johnston (Librarian)

This meeting was to discuss the project proposal for an OER database. Overall, the meeting was very productive as we agreed that this will be moving forward with an ideal start date of April. As of right now, the thought is that this opportunity would fit well with the Administrative Professional program, with the library area supervising. A couple students in business programming who have placements within the institution beginning later this month will likely be pulled in to help map this out. The group was highly enthusiastic and on board to roll this out, with the idea of keeping it as a recurring opportunity. People from different areas will find relevant information from their areas that will help address some unknowns.

We also had some brief conversation surrounding how it is inequitable that student textbook costs differ between sections, and that these costs can be a sort of 'unseen' barrier when compared to cost of tuition and other fees. There was also an idea thrown out regarding embedding zero textbook cost into the discussion and development of new programming.

Everyone Washrooms Touchbase (January 16th)

Attendance: President Patterson, Lindsay Engel (VPASE), Blayne Meek (AVP – Marketing & Communications), Rambo Nyirimhigo (EDI Advisor), Cristal Glass-Painchaud (ED – People & Culture), Pride on Campus Student Reps

This meeting provided an opportunity to discuss the naming conventions for washrooms, and to discuss any points of inquiry or concern. The consensus is that the term "Everyone" was reasonable, as the intent was to ensure that there was a view beyond just gender. These washrooms seem to be well used, and there has been positive feedback on the design. The one in the library was specifically addressed, as there are three spots, but it is noted as being single occupancy. It was expressed that this washroom was looked at as being especially utilized by families – signage will be updated to reference this.

Scholarly Activity Committee (January 17th)

Attendance: Chad Flinn (AVPA, Committee Co-Chair), Tonya Wolfe (AVP Applied Research, Committee Co-Chair), Mei-Lin Ward (Administrative Officer), Warren Elgersma (Faculty Rep), Robert Opoku (Faculty Rep), Choon-Lee Chai (Faculty Rep), Hasina Juma (Faculty Rep, Juliet Onabadejo (Faculty Rep), Additional Guests

The second meeting of the 24-25 academic year. There are a few things that we discussed pertaining to the Academic Council Bylaws pertaining to this committee that came up; pertaining to definitions of scholarly activity and membership. We will be formalizing our thoughts on



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possible changes at the next meeting, which will – hopefully – include adjusting the student membership from one individual to two to allow for more perspective and flexibility in meeting quorum for procedures.

The other primary thing discussed during this meeting was reporting of faculty in relation to scholarly activity. Reporting on information was noted as not being high with engagement, and there is hope to try and improve numbers. It was brought up that with the surveying provided to faculty, there has not been an ideal mechanism to note when and where students play a role in academic research. It was discussed that a communication plan will be developed to get word out to faculty about the surveys, and to highlight the importance.

Other Meetings & Events Attended

World Religions Conference Touchbase (January 9th) – Please see President's Report
Connect with Dean of Students (January 13th) – Please see President's Report
AC Executive (January 15th)
ASEC General Member Meeting (January 17th) – Please see President's Report
GRC (January 17th)
EDII Committee (January 20th) – Please see Committee Report

Other Work & Updates:

- The SDG Ad-Hoc Committee received 5/7 responses from the survey sent within the Association office. The information gathered was compiled and distributed to committee members, to be discussed at our meeting on January 31st. This information includes work identified by staff that falls under at least one goal, along with ideas on what may be pursued in the future.
- President Patterson and I have been invited by Carrie Dennett to visit the Baitun Nur Mosque with herself and Dan Haas, to meet with Ahmadiyya leadership. The date is TBD.

WORKPLAN UPDATE:

Goal 1: Increase usage of Open Educational Resources (OER) for introductory-level courses

Updates: This goal is linked to the OER WIL development project. Please see the January 15th meeting for an update.

Goal 2: Increase education and implementation of Sustainable Development Goals in decision-making process

Updates: This goal is linked to the SDG Ad-Hoc Committee. Please look under Other Work & Updates for an update.

Legend: Progress Neutral Failed