

**Students' Association of Mount Royal College  
Students' Council Meeting  
November 23, 2009  
Students' Council Chambers**

**Present:**

Eily Sweeney (chair)	Robert Jones	Erin Delamont
Travis McIntosh	Tommy Lieu	Troy McLeod (part)
Jermyn Voon	Holly Mazur	Rance Williams
Meghan Melynk	Kay Asiedu-Nketiah	Tegan Smyth
Jennifer Langille	Anna Piltingsrud	Fadwa Khourieh
Michael Decker		
Marcy Fogal (ex-officio)	John Hadley (scribe)	

**Guests:**

Jane & Louise (E-learning Presentation)  
Brendan Correia (SAMRU)

**Regrets:**

Sadiq Valliani  
Keeli Elaschuk

**1.0 Approval of Agenda**

**Motion: to approve the agenda with the following amendments:**

- **Change:** 6.0 to **Council Topics: Tuition Fee Policy / Study Space**
- **Add:** 7.5 **Season of Caring**
- **Add:** 9.0 **Announcements**
- **Add:** 10.0 **Question Period**
- **Add:** 11.0 **Board Feedback**
- **Add:** 12.0 **Adjournment**

McIntosh/Mazur

Carried

**2.0 Approval of Consent Agenda**

Erin Delamont requested that 2.4 be removed from the Consent Agenda and noted that they were already included with 2.3

**Motion: to approve the consent agenda, excluding 2.4, whose items are included in 2.3.**

Jermyn Voon/Meghan Melynk

Carried

Erin Delamont noted that Executive Reports were included in the SC Meeting Minutes. She asked that anyone who questions about the reports bring them to forward to the appropriate Executive.

**3.0 Items Removed from Consent Agenda**

**4.0 Presentations**

**4.1 E-Learning Presentation**

SC Welcomed Jane and Louise. Jane distributed a summary sheet developed by the e-Learning Strategic Planning Committee. Louise noted that e-Learning was identified in the 2006 Academic Plan as an area of development, but had previously been examined in 1996 and 2002. Louise noted that the e-Learning Strategic Planning Committee was taking a new look at e-Learning.

Louise noted that there were three fundamental elements to examine when considering e-Learning:

- 1) courses that were delivered entirely online
- 2) blended delivery courses that combine classroom learning with online content
- 3) classroom based e-learning

Louise noted that the Committee's major work began in August 2009 with the intention of releasing a final report by June 2010. Louise noted that the Committee didn't include any student representation because it felt it could better capture student's ideas through a consultation process.

Louise noted that, so far, the Committee has undertaken a literature review, SWOTT analysis and has identified the group with which it wishes to consult.

Jane observed that the membership of the Committee consists of highly interested and engaged people and that they looked forward to the opportunity to consult with students.

Louise noted that the Committee was looking to identify what type of feedback was needed from the student consultation process as well as identifying what level of feedback was appropriate.

Meghan Melnyk noted that in her information design class students were required to complete assignments on a specific piece of software and asked that software considerations be examined by the Committee.

Jane noted that many people had taken online courses and that the Committee was looking for specific strategic issues first and then developing consultation on more tactical issues. She noted that a new theoretical model for e-learning delivery.

Travis noted that the Committee should investigate the traction each new piece of technology is receiving as well as giving the individual submitting the feedback to experience the technology being evaluated. He noted that education on the potentials and pitfalls of each new technology needed to accompany the feedback process.

Louise noted the Committee was looking at what learning opportunities people wanted e-Learning to support and what possibilities students wanted.

Michael Decker asked if MRU expected an increase in e-Learning participation and suggested contacting the current roster of e-Learning students for feedback on their experiences. Louise replied that MRU was expecting an increase and currently enrolled students had been targeted for feedback.

Jennifer Langille noted that the feedback needed to extend to all departments and include outreach to non-traditional students who would be more likely to engage in e-Learning such as student parents, full-time workers and distance education students. Erin Delamont added that feedback also needed to be obtained from students who weren't currently in e-Learning programs or those who had barriers to entering e-Learning opportunities. Erin Delamont asked how e-Learning would be impacted by MRU's Face-To-Face brand. Louise replied that the Committee was looking at taking a Face-To-Face approach to e-Learning.

Meghan Melnyk noted that there were perceptions around e-Learning and credit accounting. Louise replied that e-Learning courses would have the same credit value as traditional courses.

Rob Jones thanked Louise and Jane for their presentation.

#### **4.2 Branding Video**

SAMRU's Manager of Communications Brendan Correia presented an SAMRU branding video.

#### **5.0 Dinner**

#### **6.0 Generative Governance Topic Discussion and Presentations "Tuition Fee Policy / Study Space"**

Erin Delamont led a discussion on study spaces  
Robert Jones led a discussion on arising issues in tuition regulation in Alberta.

Erin Delamont reported that her group worked on creating more opportunities for on-campus studying. She explained that posting a schedule of classes would allow students to access vacant classrooms for working on projects or for quiet study time. Erin Delamont reported discussing increasing physical signage and noted that there were many ineffectively used areas of MRU that could be developed into study space. She explained that areas such as parts of EA and the Art Gallery could be used for various study purposes. Finally Erin Delamont noted that an interactive study space map was in development that would highlight the various study spaces and their features (i.e. quiet study, group work, etc).

Robert Jones reported discussing messaging and awareness around PSE considering the requests by several schools for exemptions from the current tuition fee regulation. He noted that he would be conducting intercept interview to solicit students' opinions and being a communications campaign on tuition. Robert Jones noted that he was interested in approach MRU with a Memorandum of Agreement on the existing tuition fee regulation that students could use to bring predictability to their fees and the Admin could use as a marketing piece. He also reported working on leveraging the Government by increasing awareness for student and preparing interview and op-eds.

#### **7.0 New Business**

##### **7.1 Fall Reading Day**

Erin Delamont noted that the concept of a fall reading day had been previously discussed and now the proposal was in the process of being approved by the necessary committees before appearing at General Faculties Council.

Erin Delamont explained that there were two possibilities for a fall reading day—one attached to Thanksgiving and the other to Remembrance Day. She explained that Thanksgiving was the sixth week of classes and would be equivalent to the Winter reading break. She explained that because Remembrance Day was on a fixed date, the reading day would have to be floating and dependant on the day of the week on which Remembrance Day fell.

Michael Decker reported that he favoured Thanksgiving because students would be assured of a consistent four day break.

Holly noted that she was in favour of a Remembrance Day break because it provided a better time for exam and essay prep.

Rance Williams explained that he was in favour of a Thanksgiving break and noted that students might not respect the times when a class day would fall between Nov 11 and the reading day.

Travis McIntosh noted that he was in favour of a Remembrance Day break because it provided fewer distractions and would be used more often for class work.

Meghan Melnyk noted she was in favour of Remembrance Day because it was a more stressful time of year.

Tommy Lieu noted he was in favour of Remembrance Day because it was a more stressful time of year and it would match the University of Calgary's reading break.

Marcy Fogal noted that most of the evaluative info the SA had suggested that November was a time of higher stress based on such things as emergency student loans, peer counselling sessions, bar incidents, etc.

Anna Piltingsrud reported being in favour of a Thanksgiving break, noting that students might not respect the times when a class day would fall between Nov 11 and the reading day.

Jermyn Voon expressed his support for a Remembrance Day break because it was a more stressful time of year.

Eily Sweeney asked how many time a split week would occur with a Remembrance Day break. Erin Delamont replied that it would occur every 8 years.

Tegan Smyth noted that she was in favour of Remembrance Day and observed that students were responsible for their own decisions.

Fadwa Khourieh noted that she had originally been in favour of Thanksgiving, but recognized the stress experienced in November. She suggested having a fixed November date to avoid the swing day.

Meghan Melnyk noted that in her consultations with students she had been told that they preferred a Thanksgiving reading day.

Travis McIntosh noted that the plan was for the school to be open on the reading days so student could access the library, labs, etc.

Erin Delamont explained that the benefit to the reading day was that, unlike on holidays, the school would be open and student who could self-schedule labs could use the time to catch up on their work, giving them more scheduling flexibility.

Kay Asiedu-Nketiah noted that he favoured a Thanksgiving Day break because it offered more favourable timing.

Holly Mazur reported preferring a Remembrance Day reading day.

Erin Delamont noted that the Dean of the Conservatory reported his support for Remembrance Day break to the Dean's Council.

Jennifer Langille observed that the day was to give students a break and it was difficult to decide which day would be in their best interests.

Erin Delamont noted that she too was torn on the issue but was increasingly leaning towards as November reading day because of the higher stress levels experienced by students during that time.

Marcy Fogal explained that the November break also gave students more flexibility during a time of frequent illness.

Michael Decker noted that students he spoke with seemed to favour October and generally found it a busier time of year.

Jermyn Voon noted that it was beneficial to support the day that students wanted.

Troy McLeod noted that he was leaning towards an October date.

**Motion: To call a vote on a date of Fall Semester reading day.**

Michael Decker/Jermyn Voon

Thanksgiving: 4  
Remembrance Day: 12

## **7.2 Fees**

Marcy Fogal distributed a briefing note on fees. She explained that every November, Council is presented with the Executive Committee's fee recommendation. She noted that the SAMRU Bylaws dictated many of parameters associated with fees and that fees could not be altered beyond the scope of Bylaws.

Marcy Fogal noted that the EC had asked for a freeze of the General and Operating Fee and the Health and Dental Fee for 2010-2011. She noted that the Health and Dental Fee freeze imposed a higher risk, but explained that that risk was largely mitigated by the health H&D Reserve Fund.

Marcy explained that the only fee scheduled to increase was the Capital Campaign Fee. Marcy noted that a special resolution (75%) was needed to pass the motion.

Marcy explained that the SA also approved the Reflector Fee, but noted that because the Reflector is a separate entity the SA did not have an ethical right to alter the Reflector Fee and still expect the Reflector to remain autonomous. She noted that the Board of Governors did not recognize the Reflector Society and so they required their fee to be levied officially by the SA. Marcy noted that this was only time Council would be asked to rubber-stamp a request.

Travis noted that the mandate to freeze fees had been brought forward to management. He explained that there were infrastructure costs that could be concern but noted that the SA practice very responsible fiscal management and used very conservative revenue estimates. Travis noted that the SA had high fees for a student government but also offered a high value to students.

Erin Delamont noted that although increasing fees would not make a significant difference to individual students, it would send a message to the College administration.

Eily Sweeney noted that she was in favour of a fee freeze and recommended that next year's Council also adopt a freeze.

**Motion: that by special resolution, in accordance with SAMRU's Bylaws, that the SAMRU membership fees be established for the 2010-11 fiscal year as follows: General and Operating Fee paid by full-time students be frozen at \$88.69 per student per semester, General and Operating Fee paid by part-time students be frozen at \$42.41 per student per semester, Capital Campaign Fee paid by full-time students be increased by \$0.86 to \$36.79 per student per semester, Capital Campaign Fee paid by part-time students be increased by \$0.46 to \$19.63 per student per semester, Scholarship Fee paid by both full and part-time students be held at \$3.00 per student per semester for the 11<sup>th</sup> consecutive year, and, Student Health and Dental Insurance fee paid by full-time students be frozen at \$92.00 per student per semester.**

**Move that, in accordance with the Reflector Society's AGM, the Reflector Society's fees be maintained at \$3.62 per part-time student per semester and \$7.04 per full-time student per semester.**

Travis McIntosh / Meghan Melnyk

Carried  
Opposed: 1  
Eily Sweeney

Michael Decker asked if an increase in enrolment required an increase in revenues. Marcy Fogal replied that because the Association had responsibly managed its expenses there was a significant reserve.

Tegan Smyth asked about how the purpose of the Capital Campaign Fee. Marcy Fogal replied that it was to make mortgage payments on Wyckham House. Erin Delamont asked what would happen if interest rates changed. Marcy replied that the SA had a fixed interest rate through the Alberta Capital Finance Authority. She explained that the cash flow forecasting called for deficits for the first few years. Tegan Smyth asked what criteria the Association was basing its forecasting on. Marcy Fogal replied that the cash flow forecasts were based on enrolment increases, investment revenue and a fixed mortgage payment. Marcy noted that the forecasting was very tight and did not predict much of a final surplus.

Travis McIntosh asked what Council could do to allocate funds to other segregated funds if enrolment increased significantly. Marcy Fogal replied that currently any residuals at the end of a fiscal year were put into the Reserve Fund which was controlled by Council. She noted that other segregated funds were more restricted in their use.

Eily Sweeney noted that if more discussion was needed, the following meeting could be used to revisit the issue. She noted that she opposed the motion because she believed Council needed more time to examine the fee schedule before approving it.

### **7.3 ASEC Membership Agreement**

Robert Jones presented the proposed membership agreement between SAMRU and ASEC. He noted that the agreement states that the SAMRU will comply with ASEC's Bylaws and internal operating documents as well as outlining the rights and responsibilities of membership. Robert Jones noted that the agreement also releases ASEC of any claims.

Marcy Fogal recommended removing “as amended from time to time” from the 3<sup>rd</sup> paragraph. She noted that if SAMRU signed the document as is, it would essentially bind them to any future changes without any consultation or agency for recourse.

Michael Decker asked what the membership fee for ASEC was. Robert Jones replied that it was about \$30,000 per year. Travis McIntosh added that the value was superior to the other provincial lobby group and the national lobby group that SAMRU held membership in. Marcy Fogal added that ASEC had a lot of access to important decision making bodies.

**Motion: to ratify the ASEC Membership Agreement.**

Travis McIntosh / Erin Delamont

Carried  
Opposed: 1  
Abstentions: 1  
Robert Jones

Meghan Melnyk asked if the motion could be amended to remove the “as amended” section. Robert Jones replied that the agreement would then have to go back to ASEC. Travis McIntosh noted that the SAMRU could withdraw from ASEC if unfavourable bylaws were enacted.

Marcy Fogal recommended changing the “as amended” to “as approved on <date>”. Troy McLeod suggested that the SAMRU send the agreement to its own lawyers for legal review.

Rance Williams asked if it be necessary to have future ASEC bylaw amendments apply to SAMRU. Travis McIntosh noted that the agreement stated that membership would be renewed automatically every year. Erin Delamont noted that the agreement had been reviewed by ASEC’s lawyer.

Michael Decker asked if there was fee refund for withdrawing. Robert Jones replied that first the SAMRU would become an associate member for one year and pay 50% fees. Travis McIntosh observed that there were other document that governed ASEC and other forms that dictated the SAMRU’s relationship with ASEC. He noted that this allowed the organizations to indemnify each other in the event of a dispute.

**7.4 Financial Statements**

Marcy Fogal reported that this was the first set of financial statements the Board would be reviewing this year. Marcy explained that because of the process requirements, financial statements usually reach the board about six weeks behind the end of the fiscal month they were reporting.

Marcy explained how to read financial statements including information on:

- Topics
- Relevant time period
- Descriptive Lines
- Period Actuals, Year-To-Date Actuals, Year-To-Date Budgets, Variance and Historical Budget and Acutals
- Budget Yet to Accomplish

Michael Decker noted that currently there was a negative balance. Marcy Fogal explained that in September the SAMRU received \$87,000 less than it spent but noted that in the year-to-date the Association was tracking appropriately.

Erin Delamont asked why the consolidated budget left to accomplish was such a high number. Marcy Fogal replied that it was skewed by the forecasted budget surplus being so small.

Eily Sweeney asked Marcy if she had any additional comments. Marcy Fogal replied that there had been greater enrolment than forecasted and that it would be affecting both revenues and expenses.

**Motion: to ratify September 2009 Financial Statements.**

Holly Mazur / Tommy Lieu

Carried

**7.5 Season of Caring**

Holly Mazur reported that she had met with many individuals working on the Season of Caring project and had chosen two individual to receive gifts from the Association, one male and one female.

**Motion: to allocate \$200 from SC Special Projects to the Season of Caring Project for the purchase of gifts for two people (\$100 each).**

Travis McIntosh / Fadwa Khourieh

Carried

Eily Sweeney noted that the PSC had reported that children had been chosen more often than adults—she asked if the wished being granted were from students. Holly Mazur replied that the info wasn't available.

Marcy Fogal noted that when she had personally shopped for Season of Caring gifts previously, she had obtained discounts from retailers by informing them who she was purchasing the gifts for.

Kay Asiedu-Nketiah noted that there was no obligation to purchase every gift requested. Eily Sweeney asked anyone interested in helping to contact Holly after the meeting.

**8.0 Action Items**

**8.1 Follow-up from November 9<sup>th</sup> Meeting**

Meghan Melnyk noted that she had worked on structure for the classroom visits as well as developed survey questions but observed that classes were too busy to include a survey during this round of classroom visits.

Robert Jones explained that he hadn't yet followed-up on the action item to speak to students for an hour. Eily Sweeney suggested postponing the

Eily reported completing the classroom visits project sign up calendar and noted that seven visits had already been conducted. She explained one additional expectation was to collect evaluative data. She noted that students had been asking questions and engaging the presentations.

**Motion: to recess five minutes.**

Travis McIntosh é Eily Sweeney

Carried

Rob Jones congratulated Eily Sweeney for putting the calendar together.

**Action Item: Speak to students for one hour (full Council)**

Robert Jones é Jermyn Voon

Carried

## **9.0 Announcements**

Travis McIntosh reported that Council will continue to meet on Monday evenings in the Winter semester.

Eily Sweeney announced that a drum circle was being held on November 26<sup>th</sup>.

Travis McIntosh reported that he was currently messaging alderman on City Council budget issues.

Rob Jones announced that he was writing to city aldermen regarding transit cuts and the availability of transit to MRU.

Meghan Melnyk reported on the work of the Bylaw Review Committee, including:

- Linking AGMs with Elections
- Council vacancies
- Council discipline
- Board structure
- Councillor job descriptions

Rob Jones reported that consensus was lacking on several important items and noted that the Committee was looking at how to handle post-election Presidential vacancies and the number of signatories required to hold an SGM.

Travis McIntosh noted that the Elections Review Committee had met four times and that there were larger issues with the policy that he didn't expect to come to fruition this year. He noted that the Committee was working on making changes to the existing policy to meet the required elections deadline, but would continue their work with a more thorough review and revision in the Winter Semester for the 2011 election. He asked that any recommendation to changes to the Elections Policy be submitted to him by Wednesday.

Eily Sweeney reported on the work of the Council Engagement Committee and explained that its members had contacted their instructors regarding classroom visits. She reported that the terms of reference were being developed and that several Councillors had been recommended as project leads. She recommended developing a Council Engagement Manual to capture recurring events.

Eily Sweeney reported that Exam Relief would be held on Dec 14, 15, 17, and 21.

Michael Decker reported interacting with students. He noted that he had approached students over coffee and asked them basic questions about the SA, observing that there was a general lack of awareness. He noted that student recommended lobbying to make sure MRU remains student focussed. Michael Decker recommended interacting with students as much as possible.

Jermyn Voon reported being in contact with students regarding the availability of study space.

## **10.0 Question Period**

Anastasia Piltingsrud asked when Biblos would open. Marcy Fogal replied that a new exhaust system was required and that the kiosk would open once renovations were complete.

Michael Decker asked if a H1N1 clinic would be established at MRU. Erin Delamont relied that Robin Fisher had indicated that there was a chance a clinic could open at MRU.

Holly Mazur asked when a report on the CASA Conference could be expected. Rob Jones replied that he was working on a report and SWOTT Analysis and would be also bringing forward the CASA progress report. Travis McIntosh added that he had tried to summarize each day, but that he had been frustrated overall with the conference. He noted that he was looking to identify the value for money that CASA offered and was interested in working to make it better. He noted that he would be finding opportunities for improvement. Rob Jones noted that he would be evaluating the effectiveness of CASA membership.

## **11.0 Adjournment**

### **Motion: To adjourn**

Travis McIntosh / Fadwa Khourieh

Carried