

Concordia Students' Association Meeting Agenda

March 23rd, 2015

Attendance:

Tyler Ludwig - President
Mitchell Jones - Student Life
Blake Novak - EA
Shannon Peacocke - Internal
Cody Weger - Finance
Barb van Ingen - Dean of Students

Arrived Late:

Colton Chacalias - Marketing (4:30pm)

Absent:

1. Call to Order

1. 4:09pm

2. Approval of Agenda

1. Motion - Shannon, Seconded - Mitch, Passed.

3. Approval of Minutes February 23rd, 2015, and March 9th, 2015 (Seperate)

1. February 23rd, 2015
 1. Shannon Motion, Mitch Second, Passed
2. March 9th, 2015
 1. Shannon - Motion to Table - Shannon, moved to next meeting

4. Finance Update

1. Church extension fund is now managed by Deloitte, submit claim to see about any reimbursement
2. Direct deposit will take place starting next month.

5. Mental Health Update

1. Speaker - Kendra Fisher (March 30th)
 1. 12-1pm speech, 1-2 faculty lounge food and snacks
 2. Marketing plans
 1. Classroom visits

- a. Covered last week a plan to develop a key message to market to students
- b. Elevate your mood with food!
- c. Trying to develop the public speaking skills of the street team.

2. WUB

3. Emails to All students/faculty

4. Weekly newsletter

5. Athletics Newsletter and teams

6. Bolt

7. Facebook

8. Posters and Scala (Event and Bio)

9. Outreach to community agencies

- a. More can be done, and increase pressure on students to attend.
- b. Print tickets to connect students to the event. Also present at Thunderwear Friday, encourage them to attend.
- c. Goal of getting 100 students to attend
- d. Action Item - Colton - Make Ticket for Kendra Fisher event, with ballots on back for the event.
 - i. Contest for students - Enter for prize
 - ii. Contest for Marketers - Most attendees wins a prize.
- e. Action Item - Tyler - get poster printed and signed for the contest.

2. Yoga (March 25th)

3. Final Thunderwear Friday

- 1. Survey prepared, just need tablets to administer
- 2. Bouncy Obstacle Course - Set up at 10am and take down at 2pm.
- 3. Hand out Fisher Tickets at event

4. April 9th - Dream Catchers Animal Therapy

5. Surveys to be completed.

6. All ST Members attended A.S.I.S.T

- 1. Mixed Reviews, mostly positive.
 - 1. Debrief needed afterwards to get perspective on the training.
 - 2. More preparation needed for street team before attending.

6. Action Item Review

1. Action item - Blake - create elections email for gen. Council Associations reps. send out to all major associations.
 1. Met with EUSA and EDSA for their elections process
 2. Science will submit a letter of intent.
 3. CBA will continue to collect nominations.
2. Action item - Shannon - Contact Richard Currie about the contract with Aramark.
 1. Have not received contacted
3. Action Item - Colton/Shannon - Create process for communication to Student Life and Learning.
 1. No formal process, but colton will be contacting Wendy. Will be moved under marketing portfolio
4. Action Item - Shannon - Meet with Dr. Zieuk to discuss the CCC's activities.
 1. Touch based informally.
5. Action Item - Shannon - Contact the CCC to call special meeting to resolve the budget issues with the club.
 1. Meeting held, and issues are resolved.
6. Action Item - Blake Novak - Create table of contents for the binders, set up is up to each council member.
 1. No completed yet.
7. Action Item - Blake - Request for agenda items and Reports from all council members for March 27th, 2015.
8. Action Item - Shannon/Cody - Complete template and contract for next meeting for anonymous writer.
 1. Contract and policy done, but not template.
9. Action Item - Cody - Have a statement of Cashflow ready for next meeting.
 1. Completing this weekend.

7. Unfinished Business

1. Athletic Ambassador
 1. Tabled from last meeting
 1. Contract sent from Cody to Mitch, will be meeting with next Student Life for review of position
 2. Ambassador has written a report going over duties and responsibilities.
 3. No meeting scheduled for February or March, and all athletics events have been completed.
 4. Banquet is the last event, and after party has not been planned or coordinated.

5. Athletics department has suggestions as to get the AA involved in the events.
6. There seems to have a lack of accountability in the position, and the persons hired are not able to manage the duties of the position.
 - a. Option of having the Athletics department hire for the position, and have the CSA pay for the position. Idea provided by Tyler.
 - i. Supported by Mitch
 - ii. Supported by Barb
 - iii. Colton requests that regular reports are given to the General Council. This would make them accountable.
 - iv. Still budgeted under Student Life
 - v. Documentation will be needed in order to pursue any additional action.
7. Action items - Mitchell - Document issues with the Athletic Ambassador and connect with Student Life follow up.

2. Chief Elections Offices

1. Tabled from last meeting
 1. Document report will be submitted to the General Council
 - a. Hiring Process of the Chief Elections Officer (w/ or w/out ED)
 - b. Elections Software
 - i. Discontinue contract with current provider and seek other options to meet our needs.
 - c. Formatting of the Questions
 - i. Filter caused to many issues, which led to the questions not being clear.

8. New Business

1. Website Update
 1. Ourcsa.ca-Governance page updates for new executives and information added for next years elections.
 1. VP Marketing would like picture of all new executives.
 2. How do we thank/address students following the election?
 3. Put up turnout numbers/statistics on webpage
 2. Concordia.ab.ca-Changes have not been made by the institution.

1. Action Item: Colton to communicate with Concordia Marketing to ensure edits are made ASAP.
2. Transition
 1. Action Item - All Council - Contact the successors to your position in order to inform them of their position by Friday April 3rd, 2015.
 2. Binders need to be worked on by all Council, except Mitch.
3. Completed Video
 1. Not completed, but will be worked on next week. Should be completed by March 30th/31st. Only final editing remaining.
4. Survey Results
 1. Action item - Colton - Send out results to all council.
 2. 430 people completed the survey. Survey is now closed.
 3. Results will be presented at General Council in April.
 4. Action Item - Barb - CCR Survey to be emailed to students.
 5. Action item - Colton - Create tutor survey to attach to CCR survey.
5. Bylaws
 1. Bylaws are completed and will be submitted into the General Council for approval. Kelsea G. Will be completing a sober reading before they are completed.
 2. Bylaws and policies will be sent out tonight, barring any additional edits. Bylaws and Policies will attempted to be passed for Friday.
 1. Tyler - likes the president policies, as it is very fleshed out, but the VP policies could have more to them.
 2. Action items - All Council - Review new policies in order to make any additions.
6. ED Financials
 1. Meeting - Shannon with Tyler and Cody about ED Financials.
7. Bolt Policies
 1. Each council member given the new policies.
 1. Policy now includes the anonymous writers.
 2. Including the CEO of the bolt as a reader of the AW article.
8. Executive Policies
 1. Each council member given the new policies.
9. Club/union update
 1. Is there any clubs or unions that are causing trouble?
 1. CCU

- a. Less and less students are associating with the club, and a lot of christian life information is lacking (like mission trips)
 - b. Pro-Life members cross over, and there is concern of them running for positions on both clubs.
 - c. Mitch - has materials for mission trips, and willing to support their learning for the club.
 - d. Colton - There already seems to be a culture established with persons in the christian faith, less involvement in the CCU. There has been a sense in the past that clubs don't want to see the executive council to fund trips.
 - e. They will need to become self sustaining in order to fundraise for a mission trip.
 - 2. Action item - Shannon/Colton - Create guidelines for Clubs/Unions for budgets, and changing status (clubs->Unions)
 - 3. CFSA - Nominations in for Wednesday
 - 4. CBA - Nominations in for Wednesday
 - 5. GTC - Own election
 - 6. Dance Club - Running event for kids help phone later this month.
 - a. Cody - Maybe set membership minimums, and fundraising goals.
 - i. Shannon - Personal growth is very important for the clubs development, and we shouldn't set limits on growth.
 - 7. CCC - Bubble tea fundraiser currently going on.
 - 8. Pre-Health - Group is minimal, have been involved
 - 9. TTAC - Continuing next year
 - 10. Psych Club - Feedback provided to CSA, club is moving forward.
10. Executive transition retreat update
- 1. Shanks, speeders, Breakout.
 - 2. Retreat is for the current and incoming elected student executive.
 - 1. Date:
11. General council meeting
- 1. Anything needed
 - 1. Action item - Blake - Book room and email gen council for confirmation.
 - 2. Items
 - a. Elections

- b. Finances
- c. Bylaws
- d. Committee Update
- e. Transition

9. Information

- 1. Executive Reports
 - 1. Verbal Reports to be delivered by Executive and General council. Annual reports for the transition binder

10. Round Table

- 1. Results of the elections
 - 1. Cody Weger - President
 - 2. Shannon Peacocke - VP Finance
 - 3. Colton Chacalias - VP Internal
 - 4. Madeline Ludlage- VP Marketing
 - 5. Patrick McGuinley- VP Student Life
- 2. Going forward, total voters will be released
- 3. LGBTQ+ and Friends having event on thursday. Will and Grace Night
- 4. All expenses need to be submitted by April 10th, 2015 in order to be included in year end closing expense.

11. Adjournment

- 1. 6:17pm

12. Action Items

- 1. Action Item - Colton - Make Ticket for Kendra Fisher event, with ballots on back for the event.
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- 3. Action item - Colton - Send out survey results to all council.
- 4. Action Item: Colton to communicate with Concordia Marketing to ensure edits are made ASAP.
 - Action Item - Tyler - get poster printed and signed for the contest.
- 6. Action items - Mitchell - Document issues with the Athletic Ambassador and connect with Student Life follow up.
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