



Concordia University of Edmonton

# Students' Association

## Executive Council Meeting Agenda

September 21, 2016 at 3:00pm

HA314

1. **Call to order:**
2. **Roll Call:**
3. **Action Item Summary:**
  - VP Finance: Collect Model UN delegate fees.
  - VP Student Life: CUCASpooka planning tasks.
  - VP Marketing/Student Life: Prepare for Promo day on Sept. 26.
  - President: Prepare for Global Ethics Day.
  - VP Marketing: Prep promo material for Global Ethics Day.
4. **Approval of Agenda:**
  - 4.1. **Agenda for September 21, 2016**
    - **Motion:** To approve the amended agenda as presented for September 21, 2016, including 7.5 ACMHI Survey, 7.6 CUCASpooka Update, and 8.6 Athletics Ambassador.
    - **MSC.**
5. **Approval of Minutes:**
  - 5.1. **Approval of Minutes from September 14, 2016**
    - **Motion:** To approve the minutes from September 14, 2016.

- **MSC.**

## **6. Special Presentation:**

### **6.1. Dr. Tim Loreman – Edmonton Coalition**

- **Presentation Notes:**

- Concordia University of Edmonton is partnership with other six publically funding post-secondary institutions in the Edmonton. The respective Provosts and Vice-Presidents Academic at each partner institution met once a month and have defined a 30-year plan, with vision of building Edmonton to a vibrant learning city through partnership in post-secondary education, to be a leader in education, economic development of Alberta and West Canada.
- One of the priority goals is to increase learner access and mobility, remove program/system barriers between schools so that students are more flexible in choosing course provided by different institutions and faculties.
- The other one is to create ongoing opportunities for students from different institutions to connect. They are in process of planning a city-wide “Back to School Day” on September 2017 with the municipality for all post-secondary students.

## **7. Unfinished Business:**

### **7.1. CMUNC Japan Trip**

- Discussion: Executives noted that this is the largest club expenditure of the year, across all club

budgets. Travel date will be November 19<sup>th</sup> – 26<sup>th</sup>. VP Finance – most delegate fees have been received, waiting for the last 2 delegates. VP Internal – send travel request form to President. President – has received the advance cheque for flight and hotel booking. VP Marketing – will take delegate photograph before they depart in November.

### **7.2. Global Ethics Day**

- Discussion: Tentative plan to host a lecture/discussion called “Discover Ethics”. President – check availability of HA017/HA015. Noon to 1pm on October 29. VP Marketing – prepare eight speaker gifts. Professors should pick some star students to speak on the panel.

### **7.3. Upcoming Promo Day**

- Discussion: Location and Time: Sep 26 at Noon at Tegler. VP Marketing – has ordered 250 Tim Hortons Donuts. Poster is circulating. Free donuts for students who likes CSA on social media or buy paintball tickets. To help promote paintball event.

### **7.4. Club Fair Debrief**

- Discussion: Very successful event. CSA table cloth with our brand as well as other club table cloth in same color were very nice. Lots of student signed up at the club booth. Some clubs didn't show up on the second day.

### **7.5. ACMHI Survey**

- Discussion: VP Student life – Survey is ready to be sent out. Will be anonymous. Student has to

complete it by Oct 3rd. VP Marketing – will put survey link on social media.

#### **7.6. CUCASpooka Update**

- Discussion: As Concordia students can invite their friends outside of school, we need to apply for Public resale licence instead of private. In process of getting written approval from Public Health Inspector, Fire Inspector and Police before send in the AGLC Application package. Before AGLC issue the public liquor licence by Oct 22nd, ticket can only be sold in the bookstore and student need to show their Concordia student ID at the admission. Security: 8 securities has been hired for max capacity of 400 people. DJ: Could be student DJ (Tyler Boessenkool) or professional DJ Tyco (Tyler Collins) from HOT 107. As this is one of the biggest annual event, professionalism, reputation and student leadership will be taken into consideration. VP Student life – Will talk with both Tyler's to choose the best option.

### **8. New Business:**

#### **8.1. ASEC Conference**

- Discussion: Current most agreed proposed dates are Oct 22<sup>nd</sup>, 23<sup>rd</sup> and CSA will not be available because of CUCASpooka. CSA would like as a host on Nov 5<sup>th</sup> and 6<sup>th</sup>. We can provide CSA lanyards and mittens, and group photograph.

#### **8.2. Asset Registrar**

- Discussion: President, Executive director and VP Finance will go through the preliminary item list on Friday.

### **8.3. Form Updates on ourcsa.ca**

- Discussion: All forms updated with CSA logo by VP Marketing.

### **8.4. Upcoming Mental Health Events**

- Discussion: Great turnout for Massage Therapy, very popular with students. Wellness Walk next Wednesday. President – will contact Mandolin Books & Coffee for hot chocolate supply.

### **8.5. We Believe You Campaign**

- Discussion: Campaign takes place on Sept. 23 at the Kenilworth arena. Met with Dean of Students and Marketing team to discuss a Concordia-specific project, to come from VP Marketing discretionary.

## **9. Information:**

### **9.1. CSA Credit Card**

- Discussion: Will book appointment with Scotiabank after we receive the student membership fee around mid-October.

### **9.2. CNIB Nightsteps**

- Discussion: Tonight at 5pm. CSA will have a presence at the event, Freshmen Challenge will be attending. CSA will make a donation to the CNIB for all members attending.

### **9.3. New Meeting Times**

- HA 314: Wednesday, September 28th 3pm-5pm.

## **10. Round Table:**

- **VP Marketing:** Ordering October marketing supplies by the end of September. Student who gives 1000<sup>th</sup> like on Instagram to receive a prize?
- **VP Finance:** Executives can start working on budget proposals for next year. Deadline will be announced in January.

**11. Adjournment: 4:50pm.**