

MINUTES

EXEC 01-01

Executive Committee

May 7, 2001

ATTENDANCE	Christopher Samuel	President
	Amy Salyzyn	Vice-President Academic
	Kory Zwack	Vice-President External
	Jamie Speer	Vice-President Operations & Finance
	Jennifer Wanke	Vice-President Student Life
	Bill Smith	General Manager
	Kim Steele	Researcher
	Catherine van de Braak	E/A, Recording Secretary

- 1. Call to Order** The meeting was called to order by Chris at 9:04 am
- 2. Approval of Agenda** The agenda was amended to add the following Items of Business:
 - Action Items
 - a) Student Groups/Speakers Office (Jamie)
 - b) Archivist/Historian (Jamie)
 - c) Chancellor's Cup (Chris)
 - d) Parkland Institute (Kory)

 - Discussion Items
 - d) Media Protocol (Kory)
 - e) Council Management (Chris)
 - f) Executive Management (Chris)
 - g) In Camera Business (Bill)
 - h) In Camera Business (Chris)
 - i) Handbook (Jen)
 - j) VIDS (Jen)
- 3. Approval of Minutes** The minutes of the April 20, 2001 Executive Committee meeting were adopted by consensus.
- 4. Reports**
 - GENERAL MANAGER
 - Working on:
 - Travel Cuts lawsuit
 - Molson's/Labatts sponsorship

VP STUDENT LIFE

Survivor finale party went very well

Attending a senate reception tonight for involvement with United Way

Transitioning with Alexis

Hiring ACEC

Meeting with Dave Alexander regarding the summer *Gateway*

Safehouse meeting upcoming

Working on:

- Handbook issues
- Campus Security issues, working with Bill on these.

VP OPERATIONS AND FINANCE

Redefining goals

Met with Jodi regarding sponsorship

Developing a financial affairs coordinator job description

Attended the Canada West Foundations Conference

Working on bylaw changes

VP EXTERNAL

Met with ETS regarding Universal Buss Pass issue. Hope to resolve this issue by next year.

Attended the PSE study on Accessibility meeting

Dealt with various media calls relating to the study

Transitioning with Adam, reviewed goals with him

VP ACADEMIC

Transitioning with Thea

Attended:

- AIS Steering committee
- CAAST sub committee regarding standards that dealt with emails and grading scales
- BoG dinner
- Building tour/computer training

PRESIDENT

Attended:

- Canada West Foundations conference. Due to the number of present and past executives PSE issues were given high focus.
- BoG meeting all Friday-main item of discussion was funding for fundraising campaign

Met with:

- Doug Owram-discussed many issues. GSA/SU/U of A adm. golf game proposed
- Al O'Brien- SUB expansion issues

Kim Steele left the meeting

**5.Items of Business
Action Items**

a) Student Groups/Speaker Office

Jamie tabled a request from Jason Ding, Student Groups Director, regarding the switching of the Student Groups office with the Speakers office. Jason feels this would give more visibility and accessibility to the office. Concerns were raised regarding the security issue and if Dale Coffin is aware of this request. Jamie will speak with Dale regarding this.

b) Archivist/Historian Proposal

Jamie tabled a proposal to hire a summer Archivist/Historian to assist Kim Steele with compiling a more complete history and assisting with the archiving. Discussion ensued regarding the goal of this position and what could be achieved.

There would be two key roles:

1. assist with the archiving process that is currently being redone and create new data bases
2. SU history research

Key events from each of the past years can be used as a framework to build upon. Kim will draw up a specific proposal regarding the position with Chris's assistance.

SPEER/WANKE MOVED THAT the Executive Committee approve an additional expense not to exceed \$2100.00 to facilitate the hiring of a summer History Researcher/Assistant Archivist.

VOTE ON MOTION

4/0/0 CARRIED

c) Chancellor's Cup

The Students' Union has a "hole" at the Chancellor's cup on May 17. In order to use this opportunity properly Chris would like the SU to purchase a new 8-foot velcro display board. Design will be able to create displays that can then be put onto the board.

Adam will be speaking with each of the VP's regarding what activities they would like to see highlighted. Jen will ask Alexis to assist Adam.

SPEER/ZWACK MOVED THAT the Executive Committee approve a capital expense not to exceed \$3500.00 to purchase a new velcro display board and the associated production costs.

VOTE ON MOTION

4/0/0 CARRIED

d) Parkland Institute Sponsorship Request

Kory tabled a request from the Parkland Institute for sponsorship of their conference in November. Sponsorship would involve the use of the Horowitz Theatre at no charge.

Discussion ensued regarding this request. Points were raised as to how this benefits students, historical background and other requests for sponsorship that may come forward.

Chris will speak with Christine Dymtryshyn regarding this issue.

Discussion Items

- a) **2001 track and field Involvement** Tabled to next Executive meeting
- b) **Goal of Businesses** Tabled to Executive retreat
- c) **Chain of Command** When the President is away, the VP External will be acting president and then it will follow alphabetical order, VP Academic, VP Operations and Finance, VP Student Life.
- d) **Media Protocol** Tabled to the next Executive meeting
- e) **Council Management**

Chris outlined proposed guidelines for the coming year.

 - Agendas will be ready for councillors to pick up on Friday morning so all agenda items must be received by adm. staff no later than 9:00 Thursday morning.
 - Council meetings must not go over three hours
 - Coordinate what will be coming to council and to define the major issues for the year so that extra meeting are not necessary.
 - Ensure that all reports and answers are brief and to the point.
- f) **Executive Management**

Chris outlined proposed guidelines for the coming year.
When beginning a new initiative that is quite large, please bring it to exec for support in principle with timelines as to when written proposal will be coming forward. This will enable the executive to do the background knowing that there is initial support for the idea.
- g) **In Camera Business** Meeting moved in camera
- h) **In Camera Business** Meeting moved in camera
- i) **Handbook**

Jen provided an update on the progress of the handbook. There have been a few communication problems regarding the placement of key information and the name of the handbook (handbook vs. guidebook). The executive support the direction that Jen has given the editors regarding these issues.
- j) **VIDS**

Jen is currently getting price quotes on changing the VIDS system. Due to this there is no need to upgrade the current system. The executive support this as long as the system is working by September 1.

7. Announcements

- 8. Adjournment** Meeting adjourned at 11:32 am