

STUDENTS' COUNCIL LATE ADDITIONS

Tuesday June 12, 2012
Council Chambers 2-1 University Hall

LATE ADDITIONS (SC 2012-04)

2012-04/1 SPEAKER'S BUSINESS

2012-04/2 PRESENTATIONS

2012-04/3 EXECUTIVE COMMITTEE REPORT

2012-04/4 BOARD AND COMMITTEE REPORTS

2012-04/5 QUESTION PERIOD

2012-04/6 BOARD AND COMMITTEE BUSINESS

2012-04/6a **SMITH MOVES THAT**, upon the recommendation of the Bylaw Committee, Students' Council approve Bill # 1 that Students' Council adopt the Bylaw, Replenishment, in first reading based on the following principles:

1. The Students' Union should have a procedure to replenish vacant Executive and Board of Governors Representative positions that is democratic, expedient, and transparent.
2. An Executive Selection Nomination Committee should be used to narrow candidates in the event of over ten (10) candidates
3. If the vacancy occurs in time for the position to be filled on the September by-election, and an interim executive shall be placed in the position until this by election, by Students' Council.
4. If the vacancy occurs after the September by-election, Students' Council shall choose the person to fill the position permanently.

2012-04/7 GENERAL ORDERS

2012-04/7d **YAMAGISHI/KUSMU MOVES THAT** Students' Council elect one member of Students' Council to be appointed to the Vice-Provost and University Registrar Selection Committee.

Please see document LA 12-04.01

2012-04/7e **MILLS MOVES TO** appoint one (1) member of council to the Council Administration Committee.

2012-04/8 **INFORMATION ITEMS**

2012-04/80 Saadiq Sumar, VP Student Life- Report

Please see document LA 12-04.02

2012-04/8p Andy Cheema, VP Operations and Finance- Report

Please see document LA 12-04.03



Office of the Provost and Vice-President (Academic)
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Date: May 29, 2012

To: Ms. Sam Stowe
Associate Registrar, Office of the Registrar

From: Carl G. Amrhein
Provost and Vice-President (Academic)

Re: Establishment of Selection Advisory Committee for Vice-Provost and University Registrar

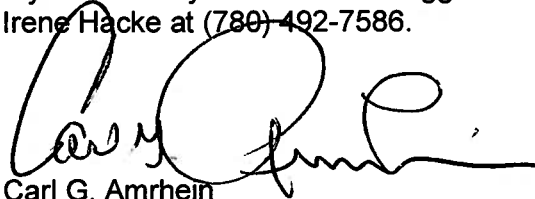
Mr. Gerry Kendal has announced that he will step down as Vice-Provost and University Registrar, ending his term effective June 30, 2013. Therefore, I am beginning the process of establishing a selection advisory committee.

The attached committee composition was constructed along the same lines as those of Faculty Dean selection committee compositions, with the following added considerations: 1) that the Office of the Registrar, in its service to students and to the campus community, has an expansive University-wide impact, and 2) in this instance, the position to be filled is that of Vice-Provost and University Registrar.

The committee will begin meeting in August, 2012. With respect to committee membership, please assist me by reviewing the attached representation on the committee and providing our office with the names and contact information of committee members selected, as required under sections (i), (k), and (l) **by Friday, June 29, 2012**. The Provost's Office will request the members identified under sections (a), (b), (c), (d), (e), (f), (g), (h), and (j) and will arrange for GFC to identify the member in section (m).

The meeting schedule for the Vice-Provost and University Registrar Selection Advisory Committee is also attached for your information. **When selecting committee members, please ensure that they meet the eligibility requirement to be available for meetings on the dates indicated.** The final meeting schedule will be confirmed at the first meeting.

If you have any comments or suggestions regarding the selection advisory process, please contact Irene Hacke at (780) 492-7586.



Carl G. Amrhein

imh

Attachments

c Irene Hacke, Selection and Review Initiatives Manager

G:\GO06-UNR-13\Memo to Sam Stowe – Establishment of Selection Advisory Cmte May'29'12

Composition of the Selection Advisory Committee for Vice-Provost and University Registrar

- a) Provost and Vice-President (Academic), or designee, Chair
- b) Vice-President (Research), designee, Vice-Chair
- c) Vice-Provost (Academic), or designee
- d) Vice-Provost and Dean, Graduate Studies and Research, or designee
- e) Vice-Provost and Dean of Students
- f) One (1) Dean or Vice-Dean, other than those listed above
- g) Vice-Provost and Associate Vice-President (International), or designee
- h) One (1) member of Chairs' Council
- i) One (1) continuing administrative professional officer (APO) member from the Office of the Registrar
- j) One (1) full-time member of the support staff (Category S1.1) from the Office of the Registrar, elected by the full-time support staff (Category S1.1) in that Office. The Provost and Vice-President (Academic) shall direct the election of the support staff member.
- k) One (1) undergraduate student (selected by the Students' Union using whatever method the Union deems suitable)
- l) One (1) graduate student (elected by the Graduate Students' Association Council)
- m) One (1) academic staff representative from Category A1.0, from outside the Office of the Registrar, elected by GFC

Total: 13

Note:

- The following individuals shall be ineligible for membership on the Selection Advisory Committee: Associate Registrars, administrative staff who report directly to the University Registrar, and individuals on leave.
- In no instance shall the membership of the committee include (1) a candidate for the office or (2) the outgoing Registrar or (3) any person with an apparent conflict of interest as determined by the Provost and Vice-President (Academic).

G:\GO06-Vice-Provosts Selections and Reviews\UNR-13-Selection (Vice-Provost and University Registrar)

**2012-2013 Selection Advisory Committee
VICE-PROVOST AND UNIVERSITY REGISTRAR**

MEETING SCHEDULE

Meeting/Activity	Date/Time	Location
First Committee Meeting	Tues., Aug 28, 2012 8:30 to 11:30 am	TBD
Town Hall Meeting	Tues, Oct 2, 2012 12:00 to 1:00 pm	TBD
Second Committee Meeting	Tues., Oct 23, 2012 8:30 to 11:30 am	TBD
Third Committee Meeting	Tues., Dec 11, 2012 8:30 am to 12:00 pm	TBD
Interview Week	Jan 16-18, 21-22, 2013 Exact times/days TBD*	TBD

* Committee members are advised that, beyond interview meeting times, their time will be requested for assistance as hosts/escorts to candidates during the day and at dinners. Please reserve the entire Interview Week in your calendars. Also, all committee members are advised to reserve evenings during this week as their time will be requested for a few dinners with the candidates.

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Date: Thursday, May 31, 2012

To: Colten Yamagishi
president@su.ualberta.ca

From: Sam Stowe
Associate Registrar and Director of Administrative Systems

Cc: execadmin@su.ualberta.ca

Re: Request Undergraduate Student Selection for Search Committee Membership

Dear President Yamagishi,

The Provost and Vice-President (Academic) is establishing a Selection Advisory Committee for the upcoming search for a new Vice-Provost and University Registrar. As the Provost's Registrar Office Contact for this establishment, I have been asked to request the Students' Union select one undergraduate student to serve on this Committee and to relay the name and contact information of the student to me for reporting to the Provost.

Please find, attached, the proposed Committee composition for the Selection Advisory Committee, Vice-Provost and University Registrar (see Item k), and the Committee's Meeting Schedule.

I would like to note that a requirement for eligibility for membership is availability for all mandatory Committee meetings (the Town Hall Meeting is not a mandatory meeting for the Committee).

Could I request the name and contact information of the selected student, along with confirmation of the student's availability for the mandatory Committee meetings, be sent to me by Wednesday, June 27, 2012 so I can pass it along to the Office of the Provost by Friday, June 29, 2012.

Following the Committee's establishment, the student member will be contacted by the Provost's Office.
Thank you for your assistance.

Kind regards,



Sam Stowe
Associate Registrar and Director of Administrative Systems
Office of the Registrar

Prepared by: Saadiq Sumar, Vice President (Student Life)

To: Students' Council 2012/13

Hey Everyone!

I apologize for the delay in getting this out to all of you. The last couple of weeks have been quite busy and I also convoked yesterday which took up almost the entire day. Most of the work I've done in the last couple of weeks relates to my initial goals. Although the goals that I have may change over the course of the next few weeks, it was important to start some initial work on them to get the ball rolling. As per usual, please ask questions if you have any. Also, PotSU = President of the SU

Programming

Week of Welcome

The Week of Welcome Facilitator Team is meeting again later today to finalize a list of three themes to send to the Marketing Department for mock-ups. As soon as a theme has been selected, I will let you know. For now however, I will keep any potential themes shrouded in mystery!

Services

Health and Dental Plan

The interviews for the Health and Dental Plan Committee went quite well.

Congratulations to Wen Yu Liang, Finbarr Timbers, and Sameena Sherman! The three individuals will be working closely with the VP OpsFi and myself during the upcoming year.

Additionally, the VP OpsFi, the PotSU, and I will be headed to Montreal on Wednesday for a conference organized by the plan administrator Studentcare. The stakeholder meeting will be full of opportunities for the three of us to connect with representatives from other schools and to build a better relationship with Studentcare.

Student Group Services

The VP OpsFi, the PotSU, and I met with the SGS Manager, Kelin Flanagan to talk about the SGS Granting Process, which will be going online for the next granting session. I am

very excited about this, as it will allow the VPOpsFi and I to go through applications thoroughly before meeting with the remainder of the Granting Committee.

Services Proposal

Much of my time this week has also been spent working on a proposal to the Senior Manager Student Services Jane Lee and the Assistant Manager Student Services Johanna Comartin. This has included the writing of the proposal but also several meetings with different services staff and Jane and Johanna as well to get a better understanding of the scope of the services. This proposal includes a number of different ideas, which will be reviewed by the two of them for feedback.

SFAIC

The VPOpsFi and I had a chance to do the first round of Access Fund Selection this morning. When individuals apply for the Access Fund, members of GAC have a chance to approve, modify, or deny their requests based on a number of different factors including but not limited to need, academic standing, and documentation.

Campus Food Bank

The Campus Food Bank held their Mac n' Cheese Cook-Off earlier this afternoon. For only \$1.50, you could get a huge mound of Macaroni and Cheese, with additional toppings for \$2. I hope some of you that were on campus had the opportunity to grab some grub and support the food bank!

Advocacy

Residence

The PotSU and I had a chance to sit down with the Director of Ancillary Services, Doug Dawson, to talk about the future of the Residence Halls Association within RBAC. From our conversation, it is likely that the RHA will be used as a resource for the SU and the GSA, which is almost exactly the same role they had previously. We also had a chance to present him with two letters, one from myself, the other from the RHA President. I also had a chance to sit down with the Director of Residence Life, Dima Utgoff. We discussed a number of different residence related topics and are planning on going on a tour of several residences to get a better understanding of differed maintenance needs across the board.

PAW Centre

The VP OpsFi, the PotSU, and I had a chance to meet with a couple of executives from the Powerlifting Association. I believe that the PotSU has covered this in his report so I'll refer you to that.

International Students

On Wednesday, the VPA and I once again met with Doug Weir, this time to talk about Education Abroad. The International Internship Manager, Sherilyn Tompetter, also came to the meeting.

Other

Council retreat was last weekend. I had a great time with the other executives and councilors that were able to attend. It was a great chance for me to get to know some people better but also to have meaningful discussions with councilors. One very interesting and hopefully informative session was an Executive Roundtable, where councilors had the chance to talk to each executive about their portfolio as well as their goals for the upcoming year. This was also an opportunity for councilors to share grievances with executives. If any of you would like to meet, let me know!

The SU General Manager, Marc Dumouchel, gave a number of different services and business representatives, as well as SU Staff, a brief presentation regarding the upcoming renovation project. It was a great first step in the process and I am really looking forward to this project! #subrenos

Takeaways

- Volunteer for Week of Welcome
- Get feedback about the Teaching/Community Kitchen
- Meet with me if you are interested in the portfolio or just to chat

If you have any other questions, please ask during council, stop by the office in SUB, or send me an email at vp.studentlife@su.ualberta.ca.

Saadiq Sumar
780-690-4765

June 11, 2012

To: Students' Council

Re: Report to Council

Hello Council,

Below are the highlights since my last report.

SUB Renovation

Following the release of design funds at the last meeting of Students' Council, we have been moving full steam ahead with the project design phase. We kicked off with a multi-stakeholder presentation by the General Manager, which was well received by attendees. In preparation for tomorrow's inaugural SUB Renovation Steering Committee meeting, we have had numerous internal meetings, spoken with our consultants and prepared various documents. Internal stakeholder consultations (with SU departments) began last week and they continue this week. The renovation has been my primary focus since my last report.

Health and Dental Plan

The Health and Dental Plan has been a salient area of my portfolio for the last few weeks. The Vice President (Student Life) and I have completed interviews and selections for the student members of the Health and Dental Plan Committee, which now has complete membership. We have also been researching the premium reductions announced at the last meeting of Students' Council from a governance angle to ensure that all necessary approvals are met. The President, the Vice President (Student Life) and I will spend the next three days in Montreal for a set of annual stakeholder meetings with studentcare, our plan administrator.

RAT'T Renovations

The 2012-2013 Capital Budget includes a \$125,000 allocation to upgrade the kitchen at Room At The Top. This project includes the addition of an oven, replacement of ageing equipment and a reconfiguration of the kitchen. Based on management's assessment of the scheduling and budgetary variables involved in the project, we will purchase most of the equipment towards the end of this fiscal year for installation next summer. By coordinating the kitchen renovation with the building renovation, we can find cost savings and control the schedule to ensure completion prior to September. However, we will move ahead immediately with the purchase and installation of an oven to expand the range of possible menu items.

Miscellaneous

Miscellaneous activities in the past couple of weeks include a PAW Steering Committee meeting, Access Fund Selection Committee, Facilities Development Committee, a meeting with a student group regarding space allocations in PAW, a meeting with RBC and attending convocation.

Should you have any questions, comments or concerns, feel free to get in touch at 780-492-4236 or vp.finance@su.ualberta.ca. If you wish to discuss any topics in depth, I would welcome the opportunity to meet in person.

Cheers,



Andy Cheema