EXECUTIVE COMMITTEE
July 20, 2017
2:00 pm

ATTENDANCE:

Marina Banister  President
Shane Scott  Vice President (Academic)
Reed Larsen  Vice President (External)
Robyn Paches  Vice President (Operations & Finance)
Ilya Ushakov  Vice President (Student Life)
Marc Dumouchel  General Manager
Kristen Stoik  Executive Coordinator

REGrets:

ABSENT:

1. CALL TO ORDER
   The meeting was called to order by BANISTER at 2:05 pm.

2. APPROVAL OF AGENDA
   USHAKOV/SCOTT MOVED THAT the Executive Committee approve the agenda as amended.
   5/0/0 CARRIED

3. APPROVAL OF MINUTES
   SCOTT/PACHES MOVED THAT the Executive Committee approve the July 13 minutes as amended.
   5/0/0 CARRIED

4. REVIEW OF ACTION ITEMS
   • Ilya to loop in Marina and Reed on City Wide Welcome – and other executives as relevant to portfolios – completed
   • RSVP executives to TAWOW & move Executive Committee – completed
   • Opportunity for executives to be involved in Lister move-in, Ilya to follow up with Janice – outstanding

5. ANNOUNCEMENTS
   • Marc and Jon away Friday

6. REPORTS
   6.1.  PRESIDENT
   • CASA next week, Marina, Reed, and Jon away
   • CASA prep work
   6.2.  VICE PRESIDENT (OPERATIONS & FINANCE)
   • Marketing materials for Theatre campaign
   • Friends of the Myer Horowitz Theatre meeting
   • Carto Marketing and geofencing
   • CAHRD meeting
• SUDS session host on businesses

6.3. **Vice President (External)**
• Advocacy meetings are continuing
• Submitted CASA priorities, well reflected
• CAUS advocacy document completed

6.4. **Vice President (Academic)**
• Dinner with ESA today
• Advocacy and governance structure meetings

6.5. **Vice President (Student Life)**
• Campus Food Bank strategic planning
• Finalizing campus activities board items
• Student engagement & events
• Residence
• Dean of Students collaborations with mental health
• Co-curricular record meeting

6.6. **General Manager**
• Communications meeting today
• Working on project costs for lower level and north entrance
• Value engineering will start once final estimate is received
• Tuition and debt load article argument with data

6.7. **Director of Research and Political Affairs**
• Following up with MLAs on additional requested information

6.8. **Executive Coordinator**
• Records Management framework
• Famoso dinner with ESS on August 2

7. **Students’ Council**
• Reports due today
• ARRC meeting 5-8 pm next Wednesday

8. **Old Business**

9. **New Business**
   9.1 **Campus Activities Board**
   • Job description coming forward for volunteer chair of the Campus Activities Board

**Ushakov/Paches moved to approve the job description of the Chair of the Campus Activities Board as presented.**

5/0/0 CARRIED

• Terms of Reference coming forward for the Campus Activities Board
• VPSL as vice-chair for the board

**Ushakov/Paches moved to approve the attached version of the Campus Activities Board Terms of Reference.**

5/0/0 CARRIED
10. **DISCUSSION PERIOD**

10.1 **EXECUTIVE STANDING ORDERS**
- SUB Advisory Group and has been approved under executive standing orders
- These currently do not exist formally
- Operating policy or standing orders created for executive committee
- Could have these committees living under an Executive portfolio as delegated authority rather than formally under another committee or body
- Would like some tie back to these groups and codify them for good governance

10.2 **EDMONTON CHAMBER OF COMMERCE**
- $650 annual membership
- Underutilized the past 2 years
- Awareness was low in the past

10.3 **PRESIDENTS’ ADDRESS**
- President Turpin unsure attendance
- Who can we approach to speak on behalf of the University if the President is unavailable -- Chancellor or Provost?
- No known memory of the President not being in attendance. Should we even have an alternative speaker?
- Presidents’ Address is significant as part of orientation. Would like to approach him personally to invite him.

11. **ASSIGNMENT OF ACTION ITEMS**
- Ilya to talk to Rebecca about writing up Executive Standing Orders
- Think about membership status to the Edmonton Chamber of Commerce
- Marina to email President Turpin in regards to Presidents’ Address

12. **CLOSED SESSION**

13. **ADJOURNMENT** Meeting adjourned at 3:25 pm.