



Executive Board			Staff		
President	Alyssa Martinson	Y	Executive Director	Natalie Wallace	N
VP Internal	Ava Griffieon	Y	Summer Worker	Sara Himer	Y
VP External	Minji Kang	Y	Admin Assistant	Connor Fidelak	Y
VP Student Services	Rochelle Beekman	Y			

Meeting called to order at 5:31 p.m. Opening Prayer by Alyssa Martinson

## 1. Approvals

MOTION To approve of the Agenda from July 5, 2023

President/VPSS  
CARRIED

MOTION To approve of the Minutes from June 21, 2023

President/VPSS  
CARRIED

## 2. Old Business

## 3. Executive Reports

### 3.1. President (A. Martinson)

- Senate meeting in July: Approved the graduate list and approved the proposal for PHIL/THEO degree. There will be no new cost to the school, potential growth. Students can switch as soon as it's approved.
- New Business program proposals
  - Post-Baccalaureate 1 Year Certificate in Accounting; Post-Baccalaureate 2 Year Diploma in Accounting
- Available for international student degrees.
- Discussed challenges with international students needing to retake a degree, but now if they are from an international accreditation place, that counts as your bachelor's degree. For some students who did 3-year bachelor's degree in, for example, India and want to apply for a job that requires 4 years of schooling instead of needing to take a whole new degree they can just take this certificate for +1 year of education.
- Concern was raised about opening international floodgates. Still wanting small school vibe, but any growth is good right now. We currently have 7-8% international student population. Goal is 15%.
- 3 Year B.A. concentration in Business available. Some of these program areas are looking at a new market more than current students.
- Amendments to the faculty responsibilities expectations and policy. Revised with a privacy issue in mind. Keeping the final exam for one year is good.
- TKU Academic freedom policy being discussed in Senate - send to board for feedback.
- Reviewed the HR policies.

### 3.2. VP Internal (A.Griffieon)

- Met with Nico from REES
- Got an overview of the system: online reporting system for sexual harassment and assault.
- Shared resources that are Edmonton specific.

Minutes prepared by Connor Fidelak, Admin Assistant

#### Future Meeting:

Date	Meeting	Time	Location
July 19, 2023	Executive Board	5:30 PM	Teams



- Prepared files on Canva for launch of new logo and re-branding.
- Meeting with Sacha tomorrow about EDI and focus for this upcoming year.

### 3.3. VP External (M. Kang)

- Attended ASEC Leadership Conference
- Met with SAITSA President regarding advocacy and what Alyssa and Minji thought about CASA and their experience - Sent a couple of Student Execs that are thinking about joining CASA and raised concerns about accessing conferences that CASA puts on – see about setting up a hybrid system.
- SAITSA will be leaving ASEC. They currently contribute \$58000 to ASEC every year.
- ASEC Board of Directors has been chosen but now doing open democracy – fill out a form and get your name on a ballot and then pull names to get extra directors on ASEC.
- Recommend that we stay with ASEC to ensure that we have a provincial representation for the immediate future.

### 3.4. VP Student Services (R. Beekman)

- Working on Pantry, Fall kick-off and Orientation.
- Pantry – still looking for a freezer and exploring options.
- Sent an email out to profs about the pantry but did not go through to all faculty.
- Orientation – looking at ordering custom candies to hand out at a minimal cost and pens.
- Fall kick-off – last year we had a petting zoo but was very pricey, so we are looking at an obstacle course for this year with a backup of using the gym if poor weather.
- Colour me kings - we had ice cream but no wanting to look at freezies to include those who cannot eat dairy.

## 4. Staff Reports

### 4.1. Executive Director (N. Wallace)

- Finalized EDSA 2022-2023 reconciliations.
- The final payment for Budget 2022-2023 will be done with the final payment to Alberta Web Solutions.
- Reviewing and drafting policies and procedures with summer team for executive board to review.
- Attended Orientation meetings with various groups across campus. We will not be having clubs there as the tour is too short to allow adequate time. Will be looking to develop short speaking notes that introduce you to new students, highlight some of the things you do and invite them back to chat with you.
- Only 5 minutes so focus those moments on connecting with the new students and not giving them too much information. (direct them to the brochure and maybe play a game with each group for a giveaway instead).
- Prepared blurb for the parent's orientation brochure. Will presenting again at the parent orientation on health care.
- Met with Bonita about Chronicle and Ballyhoo archives.
- Continued to organize Ballyhoo and Chronicle files.
- Continued work with developer on the logo and revision. Solicited feedback from various groups across campus including admissions, community development, student life, infrastructure, and marketing. Also received positive feedback from previous executives with the SA.
- Connected with original logo designer from 2011 to get feedback and he loved the new design.
- Finalized the logo with developer to include all feedback.
- Braeden Holmstrom offered to attempt to fix the coffee cart and will work with Connor and Ashlynn to see what they can do. Teddy in development is keen to see it operating again and was not aware of the various challenges and issues with it.

### 4.2. Internet Developer (C. Fidelak)

- Organized Canva files
- Finalized organization of Teams and moved all files around.
- Completed organization of the office
- Prepared HR policies from TKU

Minutes prepared by Connor Fidelak, Admin Assistant

#### Future Meeting:

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- Set up templates for EB Minutes and Agendas for the rest of 2023.
- Confirmed template for procedures and started transferring information.
- Clubs' policy and procedure prepared and sent to Rochelle for review.
- Been in contact with Rochelle about Orientation as well as Clubs policy and procedure.
- Working on Bookkeeping and Records Management procedure research from other Student Associations for our own procedure.
- Started looking at materials for Orientation and Fall Kick Off

#### 4.3. Administrative Assistant (S. Himer)

- Narrowing down options for a theme for uniformity across the website
- Creating sizing standards for fonts, boxes, etc.
- Moving content over from old website
- Confirming logo with web developer and Executive Board, consulted a diverse group for their input on our logo (King's student services, marketing, alumni, SA board and team, students) we were confident in our edits and adjustments to the logo after our consultations and discussions as a team and kept the logo clean, legible, modern, student oriented, and professional.
- Established RGB colour guides
- Added new logo to the rebranding folder.

### 5. New Business

#### 5.1. University Academic Freedom Policy (Alyssa Martinson)

- New Policy was brought to Senate
- Concern for students and other non-faculty members
- Approved at GFC but Senate has more of a say in the matter.
- Consensus at GFC was not super verbose is that it is not really the policy that students would never really need to enact because students would go through the grade adjustment policy instead.
- Academic freedom policies from other institutions do not mention scholarly activity but touch on more specific aspects to scholarly activity.
- Feedback was to better define what scholarly activity is.

#### 5.2. Logo Approval (Alyssa Martinson)

- Vote on approval of new Logo

#### **MOTION: To approve the new Logo as presented**

President/VPI

Vote (4 yes)

**PASSED**

#### 5.3. New Brand Communication (Ava Griffioen)

- Review of social media roll out for the new branding.
- Ava has developed multiple posts with the new branding style.
- Discussion on incorporating new brand into all things TKUSA - Connor to implement changes in our documents.
- Sara is working on the new brand guide

#### 5.4. TKU HR Policies Discussion (Connor Fidelak)

- Reviewed HR policies from TKU as a resource for developing our HR Policy.
- Important to review HR Policies in Executive orientation.

Minutes prepared by Connor Fidelak, Admin Assistant

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- Feedback – to condense policies and make it less complicated for our purposes.
- Going through and figuring out which subsections that do not apply to us as SA

## 6. Question Period

- Questions about bouncy castle or ice cream – which one would be best between petting zoo or bouncy castle – decided on obstacle course bouncy castle. Ice cream or freezies? Freezies!
- Do we pay for REES? No – TKU has a 3-year contract with them.

## 7. Adjournment

### 7.1. MOTION To adjourn the meeting.

Adjourned at 6:40 p.m.  
President/VPI  
CARRIED

.....  
Alyssa Martinson  
President  
The King's University Students' Association

.....  
Ava Griffioen  
Vice President Internal  
The King's University Students' Association

Minutes prepared by Connor Fidelak, Admin Assistant

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