

**Minutes of the 7th
Students' Association of Red Deer College
2017-2018 Winter Council Meeting
January 22, 2018**

Present:

Kass Scholze; President
Chaise Combs; VP Student Life
Anne Marie Watson; Chairperson
Robin Chiles; Board of Governors
Theo Grandjambe; Student, Voting
Kryssa McLean; Student, Voting
Brittany Lessard; Student, Voting
Rachel Adrian; Student, Voting

Marian Young; VP Operations
Liz Sweiger; Executive Director
Jessica Walker; Secretary
Braden Alm; Student, Voting
McKenzie Field; Student, Voting
Esther Oliva-Dzib; Student, Voting
Mason Lantz; Student, Voting

Absent with Notice:

Ashley Strain; Student, Voting

Nicholas Hyde; Student, Voting

Gallery:

Alice Bigazi

Other Attendance Notes:

Marian left the meeting at 7:19pm.

7.0 Call to Order

Meeting was called to order at 5:29pm, chaired by Anne Marie Watson.

7.1 Approval of Agenda

17-18-55-W

Braden Alm, Kryssa McLean

Motion: Approve the agenda as presented.

CARRIED.

7.2 Guest Speaker – Jim Brinkhurst, Vice President, College Services

Jim Brinkhurst was welcomed to the Council meeting to discuss his role at Red Deer College and some current projects RDC is undertaking. Jim's position at the College oversees a variety of areas such as: finance, facilities, IT, document centre, child care, Ancillary & Conference Services, residence, and parking.

Red Deer College is currently on budget and on date for the opening of the Gary W. Harris Canada Winter Games Centre. The College will get access to the building at the end of May and will immediately start moving furniture in, testing the technology and preparing the ice. Teams will begin practicing and the public will be welcome into the building by mid-August. The new Residence building is underway as well, this new space will allow for 145 new individual units and more space for our students. Jim is hopeful the residence will be complete for the Canada Winter Games; immediately following the games students will be able to move in. Red Deer College is also adding an Alternative Energy Lab to the campus. This lab will provide students with hands on training, as well as act as a location for research projects. In addition to the Alternative Energy Lab, the College is working on the Alternative Energy Initiative. The Gary W. Harris Canada Winter Games Centre, and the residence building will both house solar panels in hopes to reduce our carbon footprint, save money on energy costs, and act

as a net generator of power. Within this initiative the College will also be upgrading all lighting to LED.

Jim provided Council will an update on the repurposing of the current train station into Students' Association space. Renovations will begin in September and hopefully will not take longer than 2 month.

Council was provided an opportunity to ask Jim a number of questions.

1. *Justification for the new position of Ancillary Services.*

This position was designed to enhance customer services and to centralize booking needs (catering, AV requirements, security, etc) for external entities.

2. *Are there any plans to increase parking in the near future?*

Currently, RDC is meeting the parking needs; however, as the College grows more parking may need to be provided. In the future, to accommodate more space for parking the College will either build a parkade or consume more land. Building a parkade can be costly and expanding on land would be more cost effective but it could limit future growth of the College.

3. *With the new Gary W. Harris Canada Winter Games Centre, will the students be charged more for a gym membership fee or will the "Activity & Wellness" fee be increase?*

The Activity and Wellness fee is a mandatory fee. The Government has placed a tuition freeze on all tuition and mandatory fees, so the College isn't able to increase the Activity and Wellness fee. Jim shared that there is interest in increasing the fee once the freeze is lifted. As for the membership fees, fees will remain relatively similar.

7.3 Approval of Meeting Minutes

7.3.1 17-18-56-W

Theo Grandjambe, Esther Oliva-Dzib

Motion: Approval of Winter Council Minutes #6 as presented.
CARRIED.

7.3.2 17-18-57-W

Rachel Adrian, Kryssa McLean

Motion: Approval of Executive Minutes #33-34 as presented.
CARRIED.

7.4 New Business

RDC 2018 – 2019 Tuition & Fee Recommendations

Council discussed the tuition & fee recommendations at length. Council has opted to postpone the motion as they have determined a number of queries they would like responses on. Once Council has received the responses and it does not prompt other questions, we will be able to put a motion on the table regarding the 2018-2019 tuition and fee recommendations at our next meeting.

1. Clarification on what the "Program Cancellation Fee" is.
2. Reasoning for increasing the "Convocation Fee."
3. How long does unclaimed money remain on iCard's before it is forfeited? Where does the forfeited money go?
4. How much money is annually collected from the "iCard Withdrawal" fee?
5. Reasoning for charging students an "iCard Withdrawal" fee.
6. Is it legal to charge students to get their money back?
7. Justification on increasing the parking fees.

Break at 6:37, returning 6:50.

7.5 Discussion

7.5.1 Final Exam Policy

Council reviewed the proposed document and focused specifically on a number of items.

Guidelines #1 "The integrity of final examinations issued is the responsibility of the instructor"

Kass shared this will be removed entirely; however, Council feels strongly that it should remain but be reworded as students will not have any recourse if something were to happen. Change wording to something similar to, "Within their control, instructors will ensure the integrity of final examinations while students are present."

Guidelines #4 "No tests, examinations or assignments are to be completed during the last seven (7) days of classes if the weight of the test, examination or assignment is 20% or greater of the final course"

*note "assignments" will be removed

Instructors would either have to change the weight of exams during that week, move exams up a week or have them during final exam week. Council feels strongly that this change will negatively impact students, as course material may be rushed if the instructor chooses to move the exam up a week, or change the weight of the exam. Many instructors may not be willing to give up classroom time, which would lead to all finals falling during exam week which will elevate pressure and stress for students. Currently lab exams take place the week before exam week, this will cause extra stress of those students who will be writing exams and having their lab exams in the same week.

Guidelines # 7 "Students unable to enter the test area, or who become ill during the final examination, may apply for a deferred examination through the Registrar"

Add a recommendation to supply a doctor's note with the application as students could still be declined if they left the exam.

Guidelines #8 "Students are permitted to leave the examination one for a washroom break but must leave all materials, including electronic devices, with the exam invigilator. Students who require more than one washroom break must provide medical documentation to the exam invigilator."

Council noted that the current wording implies that students have electronic devices on them during the exam. Students who become ill or need to access the washroom more than once during an examination may not know they will be ill during that time frame so it is unlikely they will already have medical documentation with them.

Final Examination Schedule #3.3 “Examination will not exceed three hours in length to complete, unless mandated differently by an accrediting body. Students may opt to use the full three hours scheduled for the final examination”

Instructors can now request for shorter exams, it must be approved and noted on the course outline. With the new change there are no limitation on the weight of the exam in a shorter timeframe. Will there be a new guideline outlining appropriate reasons for changing time restrictions? Council feels strongly that this change will disadvantage many students, how can you accurately show that a student has learned all the necessary material with an exam in a shorter timeframe? Recently, the K-12 system has actually removed all time limits off PT exams.

Use of Communication and Electronic Devices #1 “Students have a responsibility to conduct themselves in a manner which does not disrupt the examination for other students. Cell phone or other communication/electronic devices not required as part of the exam must be turned off during examinations. Students using electronic devices that are disruptive or used for the purposes other than what is requires for the examination are asked to leave the room for the remainder of the scheduled period and the Student Misconduct: Academic and Non Academic Policy is applied”

This is not be removed but will be relocated to the Guidebook. Suggestion to include items such as smart watches and to this remain in the Policy and the Guidebook.

Council has asked what the repercussions for a student for breaking rule stated in the Guidebook? Kass will take Council’s comments back to the committee and will invite the committee to Council for further consultation if necessary.

7.6 Executive Reports

17-18-58-W

Esther Oliva-Dzib, McKenzie Field

Motion: Accept the Executive Reports as presented.

CARRIED.

Break 8:50pm, returning at 9pm.

7.7 Committee Reports

17-18-59-W

Mason Lantz, Kryssa McLean

Motion: Accept the following committee reports as presented: CAT Fund, Events, Issues, BARC, and Mental Health.

CARRIED.

7.8 Council Reports

BOG Report – Robin Chiles

*Robin presented an oral report.

Academic Council – Kass Scholze

*Kass presented an oral report (written report will be attached to minutes)

17-18-60-W

Kryssa McLean, Esther Oliva-Dzib

Motion: Accept the Council reports as presented.

CARRIED.

7.9 **Information Items**

17-18-61-W

Braden Alm, McKenzie Field

Motion: Accept the following as information items:

7.9.1 – End of Term Reports

7.9.2 – Food Bank Stats

7.9.3 – BARC Recommendations

CARRIED.

7.10 **Adjournment**

17-18-62-W

Braden Alm, Kass Scholze

Motion: Adjourn at 9:45pm.

CARRIED.

Kass Scholze, President

Elizabeth Sweiger, Executive Director

Anne Marie Watson, Chairperson

Jessica Walker, Secretary