



COUNCIL REPORT

UNIVERSITY OF LETHBRIDGE STUDENTS' UNION - ULSU.CA

Brittany Allen	VP Academic	May 2023	XX hours contributed
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THINGS TO CONSIDER INCLUDING IN MY REPORT

Goal Type:	Goals I'm pursuing	Meetings I've prepared for & debrief	Tactics on sharing SU event Information	Upcoming programs & services
Include for Each Goal:	Details on upcoming tasks I will be completing	Important dates/deadlines	People I will need to work with	Resources I might need to gather
Meetings & activities attended, people I've spoken with:	Reflect on what I've accomplished	Challenges I've encountered	How my work has impacted students in my constituency	Details on what I did & who I worked with etc. New tasks in my work plan

LOOKING BACK

NOTE: Please give more details than the examples shown. If you have nothing to report in a particular line, just type in "Nothing to report".

Hours Breakdown

(Meetings, events and activities that I've attended in my role, with an hours breakdown)

External and ULSU Internal Committees:

GFC Prep (3 hours): This meeting is set up by ULFA for individuals (students, faculty, administration, etc.) that attended GFC. As mentioned in the name, it is a prep period to prepare individuals for the monthly GFC, ask questions that people developed from reading the agenda and subsequent packages, and overall discussions.

GFC (1.5 hours): Represented the U of L's students (specifically undergraduates) at one of the top academic voting bodies on campus. I was in attendance along with all the other EC members and the GA members that were assigned to attend. Please check the meeting minutes to see what was fully discussed and voted upon.

EFC (2.5 hours): The highest voting body within the Faculty of Education. As this was the last EFC of the 2022/23 academic year, there was lunch provided beforehand and celebrations for people that would be moving on from the faculty. As an Education major, I felt that it was useful to assign myself to this council alongside interim Ed representative and current VP External Rachele Preston and I will likely continue to serve on this as we get an Ed rep for the 2023/24 year. Please check the meeting minutes to see what was fully discussed and voted upon.

A&SFC (1.5 hours): The highest academic voting body within the Faculty of Arts and Sciences. This was the last A&SFC for the 2022/23 academic year. As I am a General Sciences major, I felt that it was useful to assign myself to this committee alongside our A&S representatives, Maleeka Thomas, and Yewoe

Sackey-Forson. Please check the meeting minutes to see what was fully discussed and voted upon.

ULSU Calendar Events Planning (1 hour): This was set up by our ULSU Communications Coordinator Max Barrett. As VP Academic, I am responsible for academic events per the ULSU bylaws. I will be maintaining Mental Health Week, Stress Less Week, and more throughout the 2023/24 academic school year.

Curriculum Coordinating Committee review (0.75 hours): This meeting was offered to me and Maleeka Thomas by Natasha Buis Deering, Registrar and Executive Director in the Registrars Office. As the CCC is a very important committee that decides on course changes, programs changes, department changes, and votes on the academic calendar for the upcoming year.

Curriculum Coordinating Committee (5 hours): Represented the student body when it comes to any changes that are being proposed for courses, programs, majors, and minors. The original meeting was 4 hours long, but I added an additional hour for review of the 700-page agenda package. For a full review of the meeting, please investigate the minutes (I am also available to go over the agenda and meeting).

Student Awards Committee (2 hour): This committee approves on grants and scholarships for students. At this meeting we also approved on the Medals that are awarded at convocation (ex. Gold Medals from each faculty, the Medals of Merit).

Academic Quality Assurance Committee (AQAC) (4 hours) – This committee acts as an accountability measure to ensure that our departments, programs, and faculties are meeting academic standard and are competitive compared to other educational institutions. This meeting involved going over Dean Lett's response to the external review for both the Department of Kinesiology and the Department of History (now Department of History and Religious Studies). I do wish to include in this report that the committee expressed to me after I inquired about low numbers of undergraduate students being consulted that they and external reviewers are having a difficult time having students express their thoughts about their department. I will work with future departments, faculties, and AQAC to find ways to get students representation in these reviews.

Fresh Fest Planning (5 hours): Me, Yewoe Sackey-Forson, Max Barrett, and Kierian Turner did our weekly meeting about Fresh Fest planning.

EC Meetings (7hours): We held 5 meetings in the month of May. These are weekly meetings chaired by President Maleeka Thomas/General Manager Cheri Pokarney. For details on these meetings, please ask for the EC meeting agendas.

Working Groups:

Chat GPT and AI Use (6 hours) – Academic Integrity: This is a working group that was created and chaired by Kathleen Massey with various individuals around campus. The goal for this is to review the University's current policy in the Student Discipline Policy- Academic Offences (Undergraduate Students). I will link the current policy below. Another goal is to review current resources for academic integrity and elaborate and create new resources for students, faculty, and administration to refer to.

[Student Discipline Policy - Academic Offences \(Undergraduate Students\)](#)

Meeting with Stakeholders/Individuals:

Meeting with Prof. Sean Fitzpatrick (1 hour): Discussion about open educational resources (OERs) on campus, faculty that is currently utilizing them, the

maintenance required of OERs to run properly, and what the SU can do to support faculty that currently use OERs or want to implement OERs into the classes. This is a part of a wider goal that the SU has to introduce OERs into each faculty on campus and to encourage faculty to use them in their classrooms to cut down on the financial burden textbooks are to students.

SEARS + EC Ahead of the Herd Meeting (0.5 hours): This was a meeting with Natasha Toney (SEARS personnel) to discuss how the ULSU can be involved in the 2023 Ahead of the Herd.

Meeting with Kathleen Massey (Vice Provost – Students) (1 hour): This meeting acted to formally introduce myself to Kathleen and discuss any current and future projects that I and the ULSU can be a part of. We talked about advertising student services towards a larger student audience and how that would look, the Network of Student Supports, a project that is currently being worked on, and how AI is currently affecting the university, academic integrity, and policies that must be implemented.

Meeting with Harold Jansen – University Librarian and Dean of the School of LBED (1 hour): We discussed how the UofL Library can assist in the making of an undergraduate research journal that I am planning to start within my term.

Meeting with the Teaching Centre (1 hour): I had a great introduction to what the Teaching Centre is and the individuals within it that keep it running. Overall, it was a good conversation into the connection between the goals of the Teaching Centre and the ULSU. WE also talked about how they can help with the undergraduate research journal.

Meeting with Maya Ichikawa (1 hour): Maya is the new coordinator for the REC Rooms. I asked her about her current goals for the project and what she wanted out of the REC Rooms for this next week. We also shared and bounced ideas off one another. I am very excited to collaborate with her on the REC Rooms moving forward.

Meeting with Kat Anderson-Bain (VP Academic and Student Life for the Graduate Students Association) (1 hour): An introduction between me and Kat. We discussed the goals that the ULSU and the GSA has when it comes to student engagement and how we can collaborate in that regard.

Meeting with Jackie Rice (Dean of SGS and Associate VP Research) (1 hour) – An introduction meeting. I was able to ask her about her goals for the year and how that can tie into the ULSU and other stakeholders on campus. She also offered to work with Harold Jansen to acquire funding for hiring a student to work on the development of the Undergraduate Research Journal. We also brainstormed the launch event to correspond with the release of the journal.

Meeting with Mayor Blaine Hyggen and Chancellors Jenn Schmidt-Rempl, John Middleton-Hope, and Ryan Parker (2 hours) – This was a meeting set up by VP External Rachele Preston that is a continuation of *Coffee with Council*.

ULSU Staff (2 hours): This was a meeting to fully understand the goals and priorities of the ULSU Executive team and office staff.

Meeting with Q-Space: Discussion involved what activities the ULSU and Q-Space wished to do together for Pride Month and details surrounding those events.

Discussions with Students for Academic Needs (12 hours): Due to confidentiality, I cannot go into detail about these conversations.

Meeting with Natasha Toney (1 hour): This meeting was hosted by Natsha Toney in SEARS for the individuals that would be speaking at the Parent Panel at Ahead of the Herd (AOTH). This involved details surrounding the panel and

	getting to introduce myself to the other stakeholders that would be participating.
Highlights and Reflection on monthly activity <i>(Information of note, what went well, what did not)</i>	<p>I most enjoyed getting to meet and introduce myself to all these amazing people at the university. I had a lot of great conversations and discussions about goals and plans for the year and how these plans will help the students of the U of L.</p> <p>I also very much enjoyed being able to assist as many students as I did this month. They were all very kind and thoughtful and I wish them all the best in the future.</p>
Projects in Progress <i>(Projects that I am currently working on, who I am working with, what resources do I require?)</i>	<p>I am currently trying to book various individuals to talk for our Academic Speaker events and the Culture Week that we have planned for the fall and spring semester.</p> <p>A big goal of mine is to head the development and creation of an Undergraduate Research Journal. That is what a few of my meetings for this month involved. Currently, we are looking at funding to hire a student at the U of L to design and manufacture the website and I am in talks with the Library about whether they would like to host it for the University and the community.</p> <p>I am also reaching out to individuals on campus for the development and more widespread use of OERs.</p> <p>I also wish to meet with the individuals at the Teaching Centre that are in charge of the Agility Space in go over plans for the upcoming school year.</p>
Completed Projects <i>(Projects that I have completed, what went well, what did not, and why)</i>	<p>Nothing to report in terms of my job responsibilities. However, I did paint the UWall located to the east of the SU building for convocation. I think I did a pretty good job.</p>
Challenges I've encountered: <i>(eg: I can't get volunteers, not enough funding, the equipment didn't work properly, etc.)</i>	<p>I feel that lack of time is a big issue. Finding time to start and complete tasks is rather difficult and can be overwhelming at times. Thankfully, I have a great support team within the ULSU. There are many different committees to attend and with attend them and preparing for them, it often leave little time to complete other projects.</p>
Goals I've accomplished this month: <i>(kept up with regular duties &/or accomplished additional goals)</i>	<p>I am happy to say that I have kept with the daily duties of the role of VP Academic. I have become much more familiar with the policies that the University follows and have been better able to represent students in that regard.</p>

MOVING FORWARD

Current or upcoming tasks: <i>(upcoming activities or tasks I will be participating in or spearheading, possible timeline of completion, who will I be working with).</i>	<p>I will be meeting with other VP Academics at other post-secondaries in the province within the month of June to discuss student concerns when it comes to academics.</p> <p>We will also be submitting our request for funding for the Research Journal.</p> <p>Yewoe Sackey-Forson, Kierian Turner, and I will be travelling to COCA in Vancouver during the middle of the month. Look forward to my separate report on my experience there at the end of June/early July.</p> <p>I will be attending Pride Month events held by the ULSU and Q-Space in addition to the Pride Parade held by Lethbridge Pride on June 24th.</p>
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Goals for next month:

(What I would like to accomplish next month as a ULSU representative)

I would like to build my skills and knowledge of academic policies through meeting with academic advisors from each faculty and school.

I also wish to develop a plan of developing outreach for our mental health programs, resources, and services on campus by collaborating with Maya Ichikawa, Kathleen Massey, Mark Slomp, and other internal and external stakeholders.

Important dates/deadlines:

(important deadlines related to my goals or position).

Final Submission for Grade Appeals is on June 7th!