



# COUNCIL REPORT

UNIVERSITY OF LETHBRIDGE STUDENTS' UNION - ULSU.CA

<b>Brittany Allen</b>	<b>VP Academic</b>	September 2023	180 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)*

Note: Breakdown is listed in date of occurrence, not importance or priority. Many of the committee meetings have agendas and minutes that can be provided on request. If you have any questions that are posed while reading this report, please reach out to me at [su.academic@uleth.ca](mailto:su.academic@uleth.ca).

Student Success Week Planning (12 hours): This was an idea that was brought forward by Ilham Rawji, Academic Support Coordinator, to get some opportunities to students prior to the big start of midterm season. I reached out to Romany Craig from the Library, and we set up a meeting together to finalize details. Emma Scott, Professional Librarian, and Jaime Takahashi, Tutoring Program Coordinator, both volunteered to facilitate workshops and donate merchandise from the Library and Student Services to this event. The rest of the organization time went to getting promotional materials made and put up, communication between myself and others about this event, organization of rooms, times, materials, etc.

Move-in Day Assistance (6 hours): I assisted with ORS and RAs when new students were moving into their new places!

New Student Orientation (2 hours): Maleeka Thomas and I presented about the ULSU to multiple groups of first-year students alongside members of the Library, Bookstore, and the Ikaisskini Centre.

Fresh Fest Week (15 hours): This week was the first week of the school year that was filled with events, tabling, and the Jamboree. I assisted with set up and

take down of events, tabling throughout the week, promotional content, package pickup, and facilitation of events.

Meeting with Career Bridge (1 hour): This meeting occurred as an update to what is happening at Career Bridge, new courses that they are proposing to add to their program, and general questions as well.

#TextbookBroke Campaign (over 2 weeks): This national campaign is typically run by students' unions/associations during the first few weeks of the semester to raise awareness for the rising cost of course materials and how it is affecting students' financial stability. Alongside with tabling and sharing resources with students, we conducted a survey to run alongside it to gather quantitative data to bolster our advocacy efforts both at the institutional and provincial levels.

Teaching Centre Advisory Council (1.5 hours): As mentioned in the teaching of the committee, this is a group that assists with the Teaching Centre on campus with the development of teaching resources on various topics, promoting teaching excellence on campus, and encouraging and assisting with innovative ways of teaching and learning. I am the undergraduate student representative on this council.

Meeting with Maria Montensinos (ULSU ED representative) and Lisa Starr (Dean of the Faculty of Ed) (1 hour): This was an introductory meeting between I, Maria, and Lisa to discuss what we would like to do in our new roles, how we can assist one another, and what students are needing during their time in the faculty.

Meeting with Art/Science Representative and the A/S Dean's Office (2.5 hours): Similar to the meeting talked about above, this meeting was an introduction to I and both parties. There was great discussion about the needs of students and the work that is going on in the Dean's Office.

ULSU GFC Preparation (0.5 hours): This is a internal preparation meeting that the GFC undergraduate student representatives meet for prior to GFC to discuss the agenda and items within it.

GFC Orientation (1.5 hours): For the beginning of the new school year, the organizers of GFC will go through a quick introduction of the Council, what it does in relation to the U of L, the importance and history of it, etc.

General Faculties Council (1.5 hours): This is a monthly committee that meets to discuss and decide on academic matters at an institutional level. I sit as one of the ten undergraduate representatives.

Admission Standards Council (ASC) (1.5 hours): This committee is meant to discuss and vote on any admissions-related topics at U of L. This meeting, we discussed small changes in wording in the academic calendar, and other potential programs that will be implemented later in the year. I am one of two undergraduate student representatives on this committee.

Executive Council Meetings (3 meetings; 4.5 hours): These are weekly meetings where executive council members and staff members of the ULSU meet to discuss the operations of the ULSU, discuss and/or vote on items such as funding, grants, events, advocacy efforts, and current business happening in the ULSU.

Academic Timetable Committee (1.5 hours): During this meeting, we discussed the creation of definitions to the term's "hybrid" and "hy-flex" and any changes that needed to be made. This would later be presented to GFC. I sit as the undergraduate representative.

Meeting with Alanna Shockley (Scholarships and Student Finance) (0.5 hours): This was a quick meeting to go over policy changes within the scholarship policy in the academic calendar.

Campus Collective Centre Open House (2.5 hours): The open house was a way to introduce myself to the team that runs the Campus Collective Center. I am very excited to meet with them further in the year and discuss their ideas for better inclusivity, accessibility, and equitability on campus.

Meetings with Ilham Rawji (ULSU Academic Support Coordinator) (3 meetings; 1.5 hours): This is a semi-weekly meeting that I have with Ilham where we discuss current events that are being planned within my role that she can assist with and her opinions within it.

Pronghorns Triple Header (8 hours): The ULSU tabled here, handed out noise clappers, and face painting activities.

Meeting between ULSU Executive team and the U of L President's Office (1 hour): Here, both teams introduced each other and our roles, what we are currently doing within our respective organizations and what students are really needing out of the ULSU and the President's Office.

Meeting between Mason Hill (ULSU Fine Arts Representative) and Faculty of Fine Arts Dean's Office (1 hour): This was an introductory meeting between I, Mason, Heather Davis-Fisch (Dean), and Devon Smither (associate Dean) to discuss what we would like to do in our new roles, how we can assist one another, and what students are needing during their time in the faculty.

Assisting with Culture Week Planning (2 hours): Annie Ebenmelu, the ULSU International representative, is undergoing the process of planning and facilitating a Culture Week for the second week of November. I have been assisting her by contacting members of the U of L community.

ULSU General Assembly Orientation (1.5 hours): As indicated in the title, we had a General Assembly orientation where we talked about topics such as committee placements, filing reports, advocacy efforts, and what the ULSU does for the students at the U of L.

U of L Welcome Back BBQ (2 hours): The University of Lethbridge held a welcome back BBQ for both new students and old students. Here, ULSU tabled to students about what the ULSU provides for students and what we do on campus.

Deputy Provost Search Committee (2 hours): Currently, the university of Lethbridge is undergoing a search process for a new deputy Provost. I serve as the undergraduate student representative on the search committee.

Senate Retreat (5.5 hours): The Senate retreat is not a retreat per se. Rather, this event is held for members of the Senate in order to introduce them to the process of the U of L Senate, the history of the Senate, how it relates to the university, and what role they serve. I am one of four undergraduate student representatives on the Senate.

ULSU Mental Health Wellness Committee (1 hour): this internal committee assist me with my role and how it relates to mental health Wellness for students on campus. During this committee meeting we discussed our strategy and priorities for the year and our semesterly mental health week that is held during the middle of October.

Athabasca University Students' Union Podcast (1 hour): I sat on this podcast to discuss online learning versus traditional learning and how students are affected by either.

ULSU Annual General Meeting/General Assembly (3.5 hours): This is our monthly meeting to go over what members of the ULSU have been doing in their roles. This was also our annual General Assembly which happens yearly. This annual general meeting is where students are invited to sit in and observe what happens during our General Assembly meetings. This General Assembly meeting we also had a byelection where we voted in our new first year Rep, Emi Mundell. Congrats to Emi on her new role in the ULSU!

Iniskim TRC Calls to Action Challenge Launch (0.5 hours)

GFC Library Committee (1.5 hours): This is an advisory committee for the U of L Library. This committee met to discuss current changes going on within the Library, review reports from the head librarian and associate librarian, and to advise the Library on future endeavors. I serve as the undergraduate student representative on this committee.

Education Faculty Council (EFC) (1.5 hours): This is a semi-monthly meeting between administration of the Faculty of Education, faculty and staff, and student representatives as well as other stakeholders on campus. During this faculty council meeting, we discussed curriculum changes, introduced the new Dean, and discussed future plans within the education faculty.

ULSU Executive Team and President's Office Administrative Team (1 hour): this meeting was meant to be an introduction to the USU executive team and the president's office administrative team. Developing a close relationship between this team and our team is vital to ensure efficiency in our advocacy efforts and representing students on campus.

OER Working Group (1.5 hours): This committee that is being chaired by Sean Fitzpatrick (professor within the Mathematics and Computer Science Departments) and its goals and priorities involve promoting the use of open educational resources (OERs) and addition to how we can make them more sustainable for creating and maintaining.

Faculty of Fine Arts (FFA) Council (2 hours): I was invited as a guest to this council meeting to speak on the importance of more student representation within committees in the Faculty of Fine Arts. This push resulted in the ULSU gaining an undergraduate seat in the Faculty of Fine Arts Executive and Curriculum committee, two very vital committees that will help with more advocacy efforts, more continuity within the ULSU, and more student voice within the Faculty.

Meeting with Students (4 hours): Due to confidentiality, I will not be disclosing the contents of these meetings.

Highlights and Reflection on monthly activity  
*(Information of note, what went well, what did not)*

The #TextbookBroke campaign and survey was very well received by both students, administration, faculty, and staff members within the community of the U of L. The survey results will be created into a report that will be publicly available when it is finished in the next few months. There was a significant turnout for people who completed the survey (I believe this relates to the idea that this is a very significant and relevant topic to students).

**Projects in Progress**  
*(Projects that I am currently working on, who I am working with, what resources do I require?)*

Currently, I am working on the Student Success Week and Mental Health Week (occurs during the first and third week of October, respectively).

**Completed Projects**

*(Projects that I have completed, what went well, what did not, and why)*

#TextbookBroke Campaign

**Challenges I've encountered:**

*(eg: I can't get volunteers, not enough funding, the equipment didn't work properly, etc.).*

I think that I have said this before in reports, but time is always a large issue. I feel that the additional projects are difficult to juggle at times as I want to do some much but, obviously, don't have all the time in the world to do so.

## MOVING FORWARD

**Current or upcoming tasks:**

*(upcoming activities or tasks I will be participating in or spearheading, possible timeline of completion, who will I be working with).*

Please read the "Projects in Progress" section.

I will also be making the #TextbookBroke survey report. I also wish to expand the reach of the ULSU by pushing for more student representation on various Councils and committees at the U of L from October to December. I also will be starting to review the Assessment Learning Policy and consulting with members on campus to ensure that a student-centred lens is applied to the policy.

**Important dates/deadlines:**

*(important deadlines related to my goals or position).*

**Final Grade Appeal Deadline for the Summer 2023 semester: October 10<sup>th</sup>**

**October 14<sup>th</sup> is the U of L Fall Convocation**