



## Annual Report 2008: Activities and Financials



AU STUDENTS' UNION  
UNITED BY DISTANCE

# AUSU

## FINANCIAL REPORT AND AGM INFORMATION

All data refers to the 2006/07 AUSU fiscal year, beginning October 1, 2006, and ending September 30, 2007. Planning information is for the 2007/08 fiscal year, beginning October 1, 2007, and ending September 30, 2008.

For verification and explanation of all financial data, please contact the AUSU VP Finance at [vpfa@ausu.org](mailto:vpfa@ausu.org).

The Annual General Meeting of AUSU will be held via teleconference on March 8, 2008, at: 1:00 pm at 1213, 10011 109th Street NW, Edmonton, AB. All members who live in a location with teleconference access may book a line. Special arrangements will be made where possible for members overseas. Inquire with [ausu@ausu.org](mailto:ausu@ausu.org) for more information.

## CONTACTS

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# *President's*

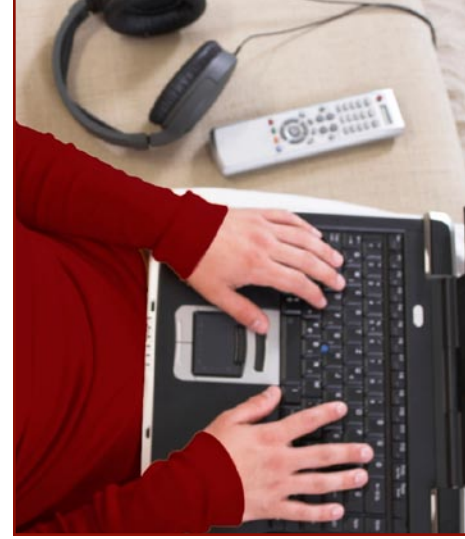
## message to the membership

Dear members,

AUSU continues to be a dynamic environment, which isn't surprising given that our university is both distance-based and publicly funded. The 2006-2007 fiscal year provided excellent opportunities for AUSU to lobby on behalf of its members, and to focus on our internal financial policies. In our continued effort to adapt our management and governance to our rapidly increasing member base, council completed its revision of our policy manual with particular emphasis on finance and administration. Moreover, in late 2007 a governance audit was completed by third party specialists in order to provide the next AUSU council with valuable information on our organizational needs, trends, and future direction.

Overall our organization is adapting to address growing pains and AUSU is well positioned for the spring 2008 election. At the close of our nomination period more than 100 members had submitted self-nominations for positions on council - an increase of nearly 500% over previous elections, reflective of our efforts over the past two years to increase awareness of AUSU. Enhanced awareness is also reflected in the significant increase in orders for our 2008/handbook/planner, increased usage of our advocacy and Study Buddy services, and increased traffic to our website, forums and chatroom.

One of the most exciting relationships AUSU has formed over the past year is our partnership with the national Coalition for Student Loan Fairness (CSLF). This new organization, dedicated to researching the Canada student loan program and lobbying for effective change, has generated substantial news due to their insightful research. In order to help improve the Canada student loan program, AUSU has donated funds and administrative resources to help the CSLF research and publish results. One recent story that received substantial news coverage focused on the number of families of deceased students that the government was actively pursuing for repayment of student loans. Government statistics, obtained through Canada's information request process, supported the story and revealed the scope of the problem. Given the response of the



press and various key government officials, we strongly feel that this lobbying effort will help improve this program that is so important to our membership.

Consistent with our goal to improve our governance, AUSU council hired the consulting firm, Grand River Group, to assess our governance and management structure. This firm, which specializes in student associations, was able to research trends in other Canadian student unions as well as analyze our unique structure. The completed report is now available to council and should provide excellent recommendations for the incoming 2008 councillors. The current council feels that this assessment, along with our annual audits, highlights our dedication to operating an effective and responsible association for our members.

Restructuring has been an important theme with the university this year as well. Academically, AU continues to work toward a new vision for its Academic Council, the group in charge of all educational aspects of the university. Unlike other Alberta universities, AU has the lowest rate of student participation on this important university committee. Currently AUSU has one student representative on Academic Council, which differs considerably from the average rate of 22% student membership for academic councils across Alberta. We plan to encourage the university to increase the number of student representatives due to the important insights our members can provide the university. So far, the School of Business has taken the lead by adding a student representative to its program council, and we hope other faculties will follow suit. AU also continues to expand its course selection with 19 new courses in 2007 alone. Moreover, the university has received approval to offer its first doctoral program in distance education, starting in fall 2008. New programs in education, architecture and law are pending.

Financially, AUSU has approved its first investment policy, which helps the organization to partition its assets into restricted reserves and effectively plan for future projects.

As a direct result, many exciting projects have been proposed for improving the infrastructure of our organization and educational environment of our members. One of the most exciting is the development of AUSU podcasts which will hopefully provide a unique mixture of guest lectures, community news, music, lobbying updates and educational aids. Council has already approved increased funding to offer an additional newsletter to members throughout the year (a cost we hope to offset with increased advertising revenue), and a new trial software agreement was completed that allows members to download a free software package to help them complete difficult graphs, charts and mathematical diagrams. New merchandise is also available for sale to members, and an online store is planned to coincide with an update to our web site.

AUSU has also moved forward with initiatives to ensure that the Voice Magazine remains an important venue for student expression. Updates to our bylaws ensure that Voice funding cannot be revoked or reduced without a vote of the members at a general meeting, and the hiring of a new Voice editor ensures that the Voice will receive the attention it needs over the coming years. We hope to see our paper grow and add many new features in coming months, and readers should also watch for enhancements to the Voice website.

As we approach completion of the 2008 election period, the current council is pleased to have served the membership for the past two years and we look forward to an exciting election.

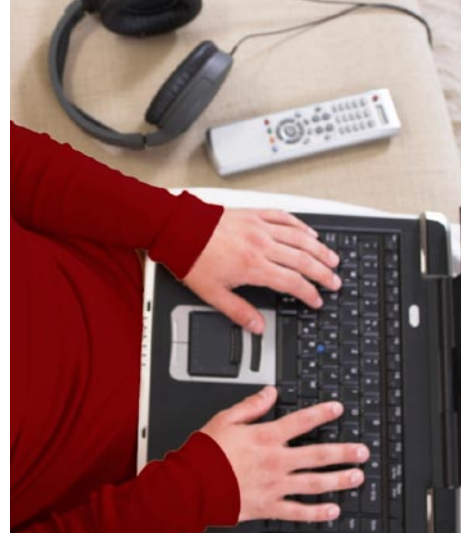
A handwritten signature in black ink, appearing to read "L. J. Zee", is positioned to the right of the main text block.



# Meeting Agenda

issues for discussion by the members

15th Annual General Meeting of AUSU  
March 8, 2008; 1:00 P.M. MST  
Location: Suite 1213, Edmonton Learning Centre, Teleconference



- 1.0 Call to Order and President's Welcome
- 2.0 Confirmation of Notice of Meeting
- 3.0 Approval of Agenda
- 4.0 Approval of June 2007, AGM minutes
- 5.0 Approval of September 2007, SGM minutes
- 6.0 Annual financial statements as at September 30, 2007
  - 6.1 Appointment of Auditor for 2007-2008 Fiscal year
- 7.0 AUSU Bylaw revision - clarification of candidate criteria
- 8.0 AUSU Referendum Policy revision - clarification of process
- 9.0 Presentation of AUSU Annual Activity Report
- 10.0 Adjournment

**At a General Meeting, all members have a vote and are encouraged to join in the discussion. Any member may attend for free via teleconference.**

## WHAT TO EXPECT AT THE MEETING

Members may attend any public meeting of Council by contacting our office and asking for an agenda and dial in information. In a regular meeting, members are asked to mute their lines and reserve questions for e-mail or a designated question period.

At a General Meeting, all members may engage in discussion, suggest resolutions, and vote on motions. The AGM cannot be conducted without a minimum number of members present, so participation is not only permitted, it is strongly encouraged.

After the Call to Order, the President will direct the meeting by announcing each agenda item and moderating discussion and voting. She will present each motion and ask for a seconder. A motion is not open for discussion or vote until it is seconded

by another member; however, seconding does not indicate agreement. You may second a motion to open it for discussion and voting, but opt to vote against the motion.

Once a motion is seconded, the President will open discussion. Please wait until this time to present suggestions - everyone will have a chance to speak. You may ask questions or suggest amendments to the motion at this time. When discussion concludes, voting will open and you may vote "aye" or "nay".

Once the meeting adjourns, an opportunity for an open discussion period will be offered. You may comment on any issue that is not on the agenda at this time. All comments and suggestions are welcome.

# *Collaboration*

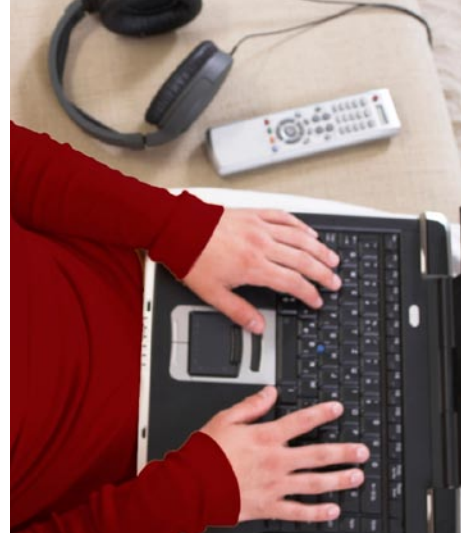




# AGM 2007 Minutes

## Minutes of the 14th AGM and 2007 interim SGM

ATHABASCA UNIVERSITY STUDENTS' UNION  
Annual General Meeting  
18:00 (MST), June 18, 2007  
Teleconference



Councillors Present: Lisa Priebe (Chair), Karl Low, Lonita Fraser, Barb Rielly, Joy Krys, Mac McInnis, Sarah Kertcher, Real Beaulieu, Zil-E-Huma Lodhi

Staff Present: Tamra Ross (member), Catherine Supnet (member)

Other Members: Sandra Livingston

Record of Minutes: Tamra Ross

- 1.0 Meeting called to order at 18:10 MST by Lisa Priebe; President's Welcome
- 2.0 Confirmation of Notice of Meeting  
061807.01 Notice of meeting was made via AUSU News and Views, mailed in May, on the front page of the AUSU website, and in the Voice Magazine
- 3.0 BIRT AUSU approves the agenda  
- T. Ross / M. McInnis - Carried 12/0 -
- 4.0 BIRT AUSU Approves the minutes of the September 2006, AGM  
- S. Kertcher / H. Lodhi - Carried 12/0 -
- 5.0 BIRT AUSU accepts the audited financial statements as at September 30, 2006  
- K. Low / R. Beaulieu - Carried 12/0 -  
  
5.1 Appointment of Auditor for 2006-2007 Fiscal year  
061807.02 AUSU will table the appointment of the auditor until investigation of a new firm is complete. A Special General Meeting will be held to confirm this appointment.
- 6.0 BIRT AUSU approves the updated AUSU Bylaws, as presented and ammended  
061807.03 Item 4.2.4 will be removed.  
- R. Beaulieu / J. Krys - Carried 12/0 -
- 7.0 Presentation of AUSU Annual Activity Report
- 8.0 Motion to Adjourn  
- L. Fraser  
061807.04 Meeting adjourned at 6:28 p.m.

ATHABASCA UNIVERSITY STUDENTS' UNION  
Special General Meeting  
18:00 (MST), September 24, 2007  
Teleconference

Councillors Present: Lisa Priebe (Chair), Karl Low, Lonita Fraser, Barb Rielly, Joy Krys, Mac McInnis,  
Sarah Kertcher, Real Beaulieu, Zil-E-Huma Lodhi

Staff Present: Tamra Ross (member), Pam Schellenberger (member)

Other Members: Sandra Livingston, Jason Hoy

Record of Minutes: Pam Schellenberger

1.0 Meeting called to order at 18:09 MST by Lisa Priebe

3.0 BIRT, the AUSU approves of the appointment of the firm of Kingston Ross Pasnak as the AUSU  
auditors for the 2006/07 fiscal year.  
S. Kertcher/ R. Beaulieu - Carried 13/0 -

4.0 Motion to Adjourn  
09242007.01 Meeting adjourned at 6:15 p.m.

A discussion period followed the meeting.

# VP External

## activity report and notes to the members



This report is a summary of the External and Student Affairs related activities undertaken by AUSU in the 2006/2007 fiscal year. As a distance and open university, accredited in Canada and the United States, Athabasca University is a unique institution. Our members come from all walks of life, from countries around the globe, at every stage of their post-secondary journey, and pursue that journey each in their own fashion. Most of our members are visiting students, taking AU courses to supplement their degree program at another institution. Many of our members are working professionals, upgrading their education while maintaining their career. AU also educates a higher proportion of students who are the first in their family to seek post-secondary education than any school in Canada. From single parents looking to better their lives, to long-retired elders in love with the challenge and joy of learning, the thing we have in common is that we are all individuals looking for a quality education.

This lends a particular challenge to the role of Vice-President External, as we are the only students' union that needs to be aware of post-secondary issues in all the provinces, and we have a particular focus on issues that affect first-generation students, part-time students with careers, and especially students on a nontraditional schedule, as these are areas of our membership not typically represented by other bodies.

The year started off with an examination and evaluation of the two federal student representation bodies in Canada: the Canadian Student Federation (CSF) and the Canadian Alliance of Student Associations (CASA). CASA, being primarily a federal lobby group, holds more relevance to the concerns of our diverse population of students than the CSF, which is primarily involved in providing services to campus based institutions. However, in the end, Council judged neither to be appropriate to the diverse population of AUSU. Both organizations are, naturally, focused on the needs of the majority of their members which are full-time campus based students and students' associations, and who typically represent a very small cross-section of the Canadian population. We have, however, opened a line of dialogue with CASA, and hope to lend them support on issues that will serve to benefit the majority of you, our members. Along these lines, Council voted unanimously to add AUSU's support to CASA's campaign to continue the Millennium Scholarship Fund.

With the recognition that many traditional universities are increasingly moving into the provision of distance education to some degree, it is hoped that future Councils will continue to evaluate these federal lobby groups to ensure that, if they become a more suitable fit for the majority of AUSU's membership, Council will be prepared to move forward.

It was during this investigation of external lobby groups that AUSU came across the Coalition for Student Loan Fairness (CSLF), a single issue lobby group that had already amassed a significant amount of information and had made an occasional press release that had received some interest in major Canadian news outlets. Further investigation revealed that this small group was self-funded, though the core of their work required information obtained through the government's information request processes and the submission and distribution of timely press releases. Based on their previous work, I recommended to AUSU that we support this group to allow them to continue their work as it stood to benefit a large number of our members if successful. Council agreed, and provided them with a small amount of initial funding along with some information on some of the problems encountered by our members. We were pleased that the

CSLF not only took those problems seriously, but began to draw wider attention to the issues of Student Loans for part-time students and for those not fitting the traditional 18-24 year-old age bracket.

Council has since moved forward with a second, larger round of funding, and been rewarded by seeing the CSLF garner national attention in all major forms of media, and the resultant response of the federal government to re-evaluate the student financial aid program. Most recently, the CSLF has brought attention to the federal government's attempts to collect student loans from the families of deceased students, in direct violation of the Student Financial Assistance Act. With a minority federal government that has pledged to accountability and transparency, we are hopeful that this kind of attention will bring cause for changes to the student financial assistance plan that satisfy the goals of the CSLF; goals that, in part because of our investment, include means to address the difficulties faced by our unique membership.

AUSU has not been idle with our own efforts on this issue either, and the issue has been specifically addressed with letters to the Alberta provincial parties during this provincial election, and additionally to other provinces, such as Nova Scotia, as they have announced reviews of their student financing systems. While the results have not yet met our ideal, we are pleased to note that all three of the major Alberta political parties have pledged to reduce Student Loan Interest to a maximum of prime, and we hope to use this as additional leverage upon other provinces and the federal government to follow suit.

We also continue to press forward on the issue of course and credit transferability, with governments, provincial student organizations, and AU. As a result of this, and a general growing awareness of the difficulties in competing in a global knowledge economy, we are already seeing evidence of increased support for this idea. The issue has not yet become as much of a "hot-button" as Student Loans have, but I anticipate it may by late in the next Council term, especially as more universities begin to offer distance education programs and confront the difficulties in Canada's lack of a coherent transfer system.

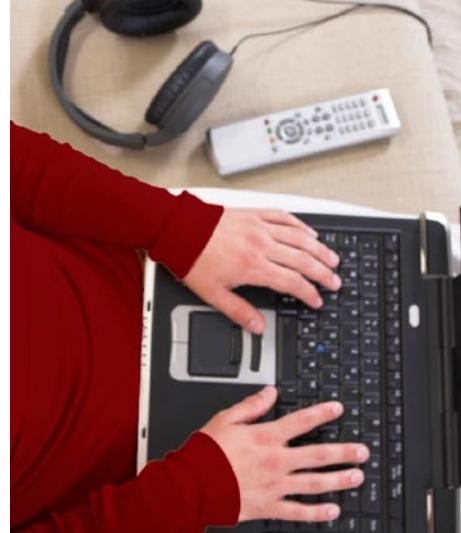
For student affairs, Council is urging AU to move forward with a plan to provide students with university email addresses, as online retailers are increasingly asking for these as proof of student status for the purpose of providing special student discounts. This service would benefit our members across the globe. We continue to push for updates and revisions to university policies that make AU more predictable and consistent for our members. Planning is also under way for a robust tracking system to ensure that we can provide the university with valid statistics on the number and frequency of student issues (both positive and negative). We are also strongly encouraging the university to make more use of different types of technology and media, such as pod-casts and streaming lectures and video, and to seek more input from students when it comes to developing policies that affect them.

Some of these activities from last year are beginning to show results, the most recent of which is the scheduling of open forums to comment on the Academic Misconduct Policy. We are looking forward to seeing more opportunities like this, as well as an increased recognition by governments at all levels of the importance of post-secondary education for everyone who wants to pursue it.



# VP Finance

## activity report and notes to the members



Members of AUSU and Board of Directors:

Greetings members. It has been a productive year at AUSU, and I am pleased to present this report on the comprehensive Annual Financial statements for the year ended September 30, 2007. The complete statements and notes are also included in the following pages.

The main source of income for AUSU continues to be student fees. Overall spending for the 2006/07 fiscal year was at or below budget predictions. At year end, AUSU was able to transfer just over \$150,000 to our accumulated reserves for future, high capital projects and investments. Spending was lower in some areas due to the difficulty in filling key staff positions and the delay of some labour-intensive projects. Where budget projections were exceeded, the unexpectedly high Alberta inflation rate was a significant factor.

**Reserves and Investments policy**—in May 2007, we reached a milestone with the creation of our Reserves and Investment policy and the appointment of the Bank of Nova Scotia as our investment advisor. This year AUSU will look into ways to invest our accumulated surplus for future projects to further its mandate and objectives, subject to the restrictions in this policy. Surplus funds were also internally restricted for possible future projects in the following areas:

- Proposed Student Services Reserve: possible projects include a student employment centre, a radio/podcast Station and funding for AU students who are Olympic hopefuls.
- Proposed Special Project Reserve: includes advocacy and advertising to promote membership issues externally, hiring temporary research staff, merchandising and/or store set up to provide range of memorabilia to the AUSU membership, and councillor professional development.
- Proposed Research Grant Reserve: This includes setting up research grants for AU students to promote a research culture at AU and AUSU.
- Proposed Infrastructure Reserve: includes upgrading/ buying IT and services that will help AUSU to better serve our membership.

**Variance Reports**—to ensure that the AUSU budget more closely matches expenditures, quarterly variance reports have been introduced to allow us more frequent review of spending at regular intervals. These reports have also helped us to produce a more timely and accurate budget.

**Auditor's appointment**—on the recommendation of the Finance Committee, AUSU searched for a new auditor and selected the firm of Kingston Ross and Pasnak for our 2006/07 fiscal year. The change was made to meet our goal of more timely audit reports and the desire for a more thorough assessment of our financial practices. KRP was selected based on their willingness to provide year- round service, if needed, and additional services such as tax preparation and advising. Also, KRP offered a combined audit approach, which is instrumental in detecting fraud and showed us how to improve our checks and balances and meet the new government audit regulations for non-profits. The Finance Committee is recommending KRP as auditors for the upcoming year. In response to our audit, AUSU has also implemented an accrual based accounting system.

Some explanation of where spending differed from budgeted projections follows:

- 1) Honoraria were slightly more than budgeted due to the unexpectedly high Alberta inflation rate.
- 2) Awards: we had a surplus in this area, in part because we tend to allocate more money in this category than expected to accommodate emergency bursary requests. Also, some awards were not handed out due to a lack of applications - specifically, the travel bursary.
- 3) The newsletter budget showed a significant surplus. Four newsletters were planned for the fiscal year, but only two were completed in that time, due in part to a high staff turnover.
- 4) The Voice was able to accrue some reserve funding in its first year of guaranteed funding, due in part to the fact that the full-time Voice editor was hired part way through the year. This permits the Voice to consider future capital projects, such as more merchandise and increased advertising.
- 5) Professional fees went over budgeted projections for several reasons. First, due to new government regulations our auditors were required to perform a more detailed audit than in the past. Also, our auditors had to make more year end adjustments than anticipated. New accounting procedures have been instituted to ensure fewer adjustments are required next year.
- 6) The greatest savings were in representation. AUSU budgeted \$29,700 for membership fees and travel expenses representing AUSU externally but only spent \$6,869.
- 7) Teleconference fees were slightly above budget due to an increase in the frequency of meetings.
- 8) Amortization was slightly higher than predicted in our previous audit.
- 9) A surplus was realized in the Insurance category as we budgeted for increased coverage that was obtained at lower prices than anticipated.

In addition to the above changes to our financial procedures, I can report the following changes to our administration practices:

The AUSU office experienced a high staff turnover during past year due to the booming Alberta economy. This slowed down our business as other staff filled in for missing personnel. The issue is now resolved and we are pleased to announce our new Administrative Assistant, Pam Shellenberger. The Voice Magazine also hired Sandra Livingston as a full-time managing editor, which is an excellent step towards its independence. Tamra Ross continues with The Voice Magazine as its Editor-in- chief.

Also, Grand River Group were hired to perform a Strategic staffing review. The result of their review helped us to do an internal review of the scope and responsibilities of the student executives and a comprehensive review of staffing and evaluation of staff. The purpose of this review was to improve employment strategies at AUSU, to increase staff satisfaction and retention, and to improve the pool of applicants interested in executive positions.

The 2006/2007 financial year was a year of change and developments for AUSU. We have not only strengthened our presence and reputation within the university community but also joined forces with external lobbying organizations. In order to maintain the sustainability of our organization we have clarified our own internal structures and operations. We also exercised leadership and laid down the foundations for the prospective projects AUSU have in mind for our membership. We will continue to explore new programs and initiatives that will meet the changing needs of members. We will continue to serve as a resource for the students.



# FINANCIAL REPORT: Statement of Financial Position

THE FOLLOWING FINANCIAL STATEMENTS REPRESENT THE FINANCIAL POSITION OF AUSU AS AT THE END OF THE 2006/07 FISCAL YEAR

The AUSU fiscal year runs from October 1st though September 30th. Our audit was completed in January of 2008 by the firm of Kingston Ross Paskak of Edmonton, Alberta. This year new auditing standards for non-profit organizations came into effect and as a result the AUSU audit was more comprehensive than in the past, including a complete review of our financial and operating policies and major risk factors. The auditor's notes and comments on AUSU's accounting practices are included. This has also been the first year that AUSU has begun to allocate reserve funds to specific budget areas to aid in planning for future spending.

### MAJOR AREAS OF SURPLUS AND SPENDING

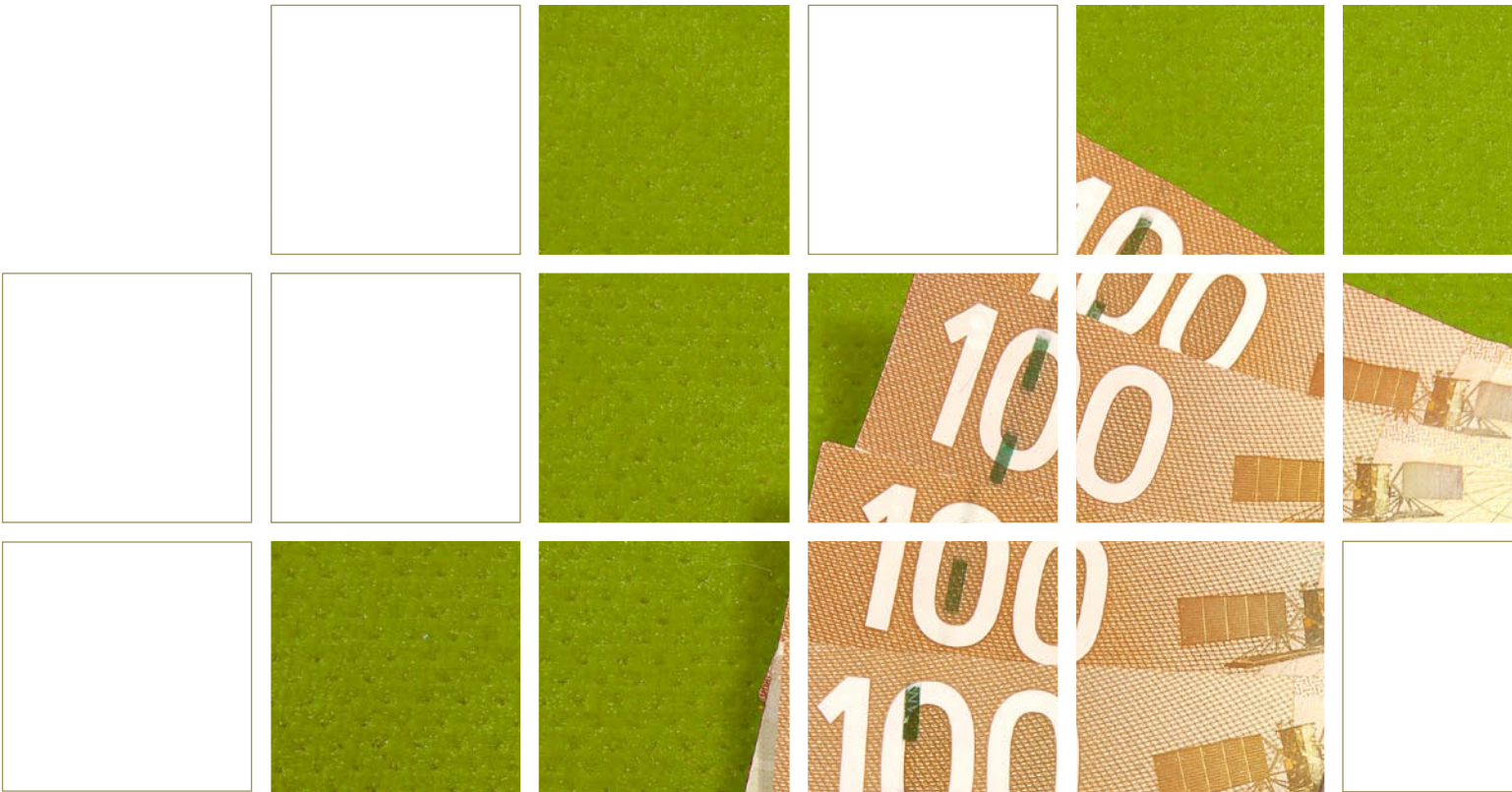
AUSU realized significant surpluses in the 2006/07 fiscal year, largely due to a high staff turnover that delayed the start of several budgeted projects and publications.

#### SURPLUS AREAS

- NEWSLETTER
- AWARDS
- REPRESENTATION

#### AREAS OF HIGHER SPENDING

- HANDBOOK/PLANNER
- AWARDS
- SALARIES



*Success*



**ATHABASCA UNIVERSITY STUDENTS' UNION**

**Financial Statements**

**Year Ended September 30, 2007**

November 23, 2007  
Edmonton, Alberta

**AUDITORS' REPORT**

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To the Members of Athabasca University Students' Union

We have audited the statement of financial position of Athabasca University Students' Union ("AUSU") as at September 30, 2007 and the statements of changes in net assets, operations and cash flow for the year then ended. These financial statements are the responsibility of AUSU's management. Our responsibility is to express an opinion on these financial statements based on our audit.



We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In our opinion, these financial statements present fairly, in all material respects, the financial position of AUSU as at September 30, 2007 and the results of its operations and its cash flow for the year then ended in accordance with Canadian generally accepted accounting principles.

  
Kingston Ross Pasnak LLP  
Chartered Accountants

**ATHABASCA UNIVERSITY STUDENTS' UNION****Statement of Financial Position****September 30, 2007**

	2007	2006
<b>ASSETS</b>		
<b>CURRENT</b>		
Cash (Note 3)	\$ 682,974	\$ 595,544
Accounts receivable	47,696	47,368
Prepaid expenses	993	87
	<b>731,663</b>	<b>642,999</b>
<b>EQUIPMENT (Note 4)</b>	<b>7,998</b>	<b>1,928</b>
	<b>\$ 739,661</b>	<b>\$ 644,927</b>
<b>LIABILITIES AND NET ASSETS</b>		
<b>CURRENT</b>		
Accounts payable and accrued liabilities	\$ 15,347	\$ 24,581
Deferred student fees	72,408	73,572
	<b>87,755</b>	<b>98,153</b>
<b>NET ASSETS</b>		
Unrestricted	153,908	544,846
Internally restricted (Note 5)	490,000	-
Invested in equipment	7,998	1,928
	<b>651,906</b>	<b>546,774</b>
	<b>\$ 739,661</b>	<b>\$ 644,927</b>

**ON BEHALF OF THE BOARD**  


Director

Director

# ATHABASCA UNIVERSITY STUDENTS' UNION

## Statement of Changes in Net Assets

Year Ended September 30, 2007

	Unrestricted	Internally restricted	Invested in equipment	2007	2006
<b>Net assets - beginning of year</b>	\$ 544,846	\$ -	\$ 1,928	\$ 546,774	\$ 441,065
Acquisition of internally funded equipment	(8,643)	-	8,643	-	-
Amortization of internally funded equipment	2,573	-	(2,573)	-	-
Internally imposed restrictions	(490,000)	490,000	-	-	-
Excess of revenue over expenses	105,132	-	-	105,132	105,709
<b>NET ASSETS - END OF YEAR</b>	\$ 153,908	\$ 490,000	\$ 7,998	\$ 651,906	\$ 546,774

# ATHABASCA UNIVERSITY STUDENTS' UNION

## Statement of Cash Flow

Year Ended September 30, 2007

	2007	2006
<b>OPERATING ACTIVITIES</b>		
Cash receipts from Athabasca University	\$ 489,567	\$ 465,429
Cash paid to students, suppliers and staff	(393,495)	(333,036)
Cash flow from operating activities	96,072	132,393
<b>INVESTING ACTIVITY</b>		
Purchase of equipment	(8,642)	-
<b>INCREASE IN CASH FLOW</b>	87,430	132,393
<b>CASH - BEGINNING OF YEAR</b>	595,544	463,149
<b>CASH - END OF YEAR</b>	\$ 682,974	\$ 595,542

**ATHABASCA UNIVERSITY STUDENTS' UNION****Statement of Operations****Year Ended September 30, 2007**

	Budget 2007	2007	2006
<b>REVENUE</b>			
Student fees	\$ 496,848	\$ 461,095	\$ 445,903
Interest	15,000	22,985	14,639
Advertising and promotion	6,300	6,979	251
	518,148	491,059	460,793
<b>EXPENSES</b>			
Salaries and benefits	123,000	116,713	88,981
Honoraria	75,340	75,491	63,587
Administration	45,100	44,434	45,261
Awards	40,800	30,505	15,171
Newsletter	60,000	29,136	72,973
The Voice	62,106	28,892	35,141
Student handbook	30,000	24,672	8,842
Professional fees	6,000	10,026	4,774
Representation	29,700	6,869	5,865
Events and programs	5,800	5,843	5,880
Advertising and promotion	5,000	4,637	574
Teleconference meetings	4,000	4,433	4,622
Amortization	2,400	2,573	2,207
Insurance	2,200	1,196	1,053
Interest and bank charges	500	507	153
	491,946	385,927	355,084
<b>EXCESS OF REVENUE OVER EXPENSES</b>	\$ 26,202	\$ 105,132	\$ 105,709



# ATHABASCA UNIVERSITY STUDENTS' UNION

## Notes to Financial Statements

Year Ended September 30, 2007

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### 1. AUTHORITY AND PURPOSE

On March 18, 2004, Athabasca University Students' Union ("AUSU") was incorporated under the Post Secondary Learning Act. AUSU is administered by a board of directors and its principal purpose is to provide for the administration of the affairs of the Athabasca University undergraduate students, including the development and management of student institutions, the development and implementation of a system of student governing principles, the promotion of the general welfare of Athabasca University undergraduate students and the furtherance of the values inherent in an open University as well as of life-long learning. AUSU is a non-profit organization under the Income Tax Act (Canada) and, as such, is not liable for payment of income taxes.

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Significant accounting policies observed in the preparation of the financial statements are summarized below. These policies are in accordance with Canadian generally accepted accounting principles.

#### Equipment

Equipment is stated at cost less accumulated amortization. Equipment is amortized over the estimated useful lives using the following rates and method:

Computer equipment	3 years	straight-line method
Furniture and fixtures	10 years	straight-line method

#### Revenue recognition

AUSU recognizes revenue in accordance with the deferral method as follows:

Unrestricted revenue is recognized when funds are received. Donated materials and services that would otherwise have been purchased are recorded at fair value when a fair value can be reasonably determined. Student fee revenue is recognized one month subsequent to the start of the course to which the fees relate. Advertising revenue is recognized in function with the completion of the activity to which the revenue relates.

Restricted revenue is deferred and recognized as revenue in the year in which the related expenses are incurred.

Investment earnings are recognized as revenue when received.

#### Statement of Cash Flow

AUSU is using the direct method in its presentation of the Statement of Cash Flow.

(continues)

# ATHABASCA UNIVERSITY STUDENTS' UNION

## Notes to Financial Statements

Year Ended September 30, 2007

### 2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

#### Measurement uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates include providing for amortization of equipment. Actual results could differ from these estimates.

### 3. CASH

Cash is held in a tiered interest rate account. Interest is paid based on the balance maintained in the account as follows:

\$0 to \$50,000	Prime less 4.0%
\$50,001 to \$200,000	Prime less 3.5%
\$200,001 to \$500,000	Prime less 3.0%
\$500,001 and over	Prime less 2.5%

### 4. EQUIPMENT

	Cost	Accumulated amortization	2007 Net book value	2006 Net book value
Computer equipment	\$ 17,585	\$ 12,511	\$ 5,074	\$ -
Furniture and equipment	4,078	1,154	2,924	1,928
	\$ 21,663	\$ 13,665	\$ 7,998	\$ 1,928

Amortization provided for in the current period totaled \$2,573; (2006 - \$2,207).

### 5. RESTRICTIONS ON NET ASSETS

AUSU internally restricts net assets for the purpose of student development, special projects, infrastructure and research. These internally restricted amounts are not available for other purposes without approval of the Board of Directors.

### 6. FINANCIAL INSTRUMENTS

#### *Fair Value*

The carrying values of cash, accounts receivable, accounts payable and accrued liabilities and deferred student fees approximate their fair values due to the short-term maturity of these instruments. Management considers that no events have occurred subsequent to the arrangement of these amounts that would indicate that fair value differs substantially from carrying value.

## ATHABASCA UNIVERSITY STUDENTS' UNION

### Notes to Financial Statements

Year Ended September 30, 2007

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#### 7. RELATED PARTY TRANSACTIONS

During the year, AUSU received \$459,931 (2006 - \$451,427) from Athabasca University for student fees. The parties are related through their connection to the Athabasca University students.

During the year AUSU provided a \$750 (2006 - nil) scholarship to the Executive Director of the AUSU.

#### 8. ECONOMIC DEPENDENCE

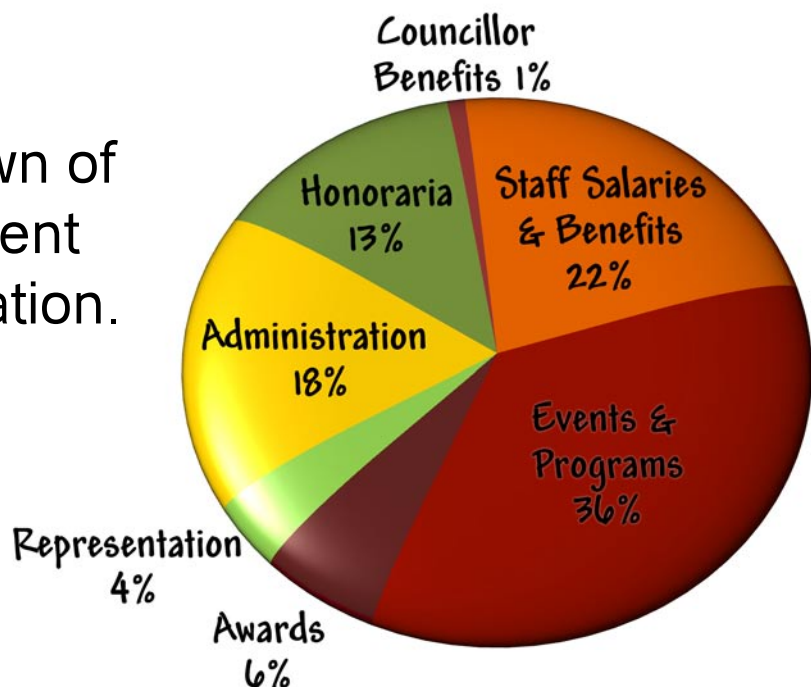
AUSU receives substantially all of its revenue from Athabasca University as legislated under the Alberta Post-Secondary Learning Act section 95(2)e that provides for the "maintenance of the association by the levy of membership fees on its members." Should Athabasca University substantially change its dealings with AUSU subsequent to legislative changes permitting such, management is of the opinion that continued viable operations would be doubtful.

#### 9. COMPARATIVE FIGURES

The prior year comparative figures were audited by another firm of Chartered Accountants. Certain figures have been reclassified to conform to the current year's presentation.

What does  
\$8 buy?

Breakdown of  
your student  
fee allocation.



# FINANCIAL REPORT: 2007/08 Annual Budget

THE FOLLOWING PAGES CONTAIN THE ANNUAL BUDGET FOR AUSU'S 2007/08 FINANCIAL YEAR. INCLUDED FOR COMPARISON IS THE 2006/07 BUDGET.

Council opted to budget for a small deficit in 2007/08 with the understanding that overall expenditures are likely to be below the maximum budget amount in most categories. A small surplus at year-end is expected. Allocations are based on expected expenditures plus additional funding to cover normal fee increases and to provide a small amount of flexibility in each area. Expected revenue is based on enrollment projections developed by AU's institutional studies department.

	2006/2007	2007/2008
<b>Revenue</b>		
Student Fees	496,848	546,533
Advertising	6,000	10,000
Interest	15,000	26,000
Vending Fees	300	0
Promotional Items	0	0
<b>Revenue</b>	<b>518,148</b>	<b>582,533</b>
Accumulated Surplus	567,414	593,616
<b>Total Funds Available</b>	<b>518,148</b>	<b>1,176,149</b>

## **Expenses**

### **Administration**

Amortization	2,400	2,000
Bank Charges	500	500
Communications Office Supplies	2,000	n/a
Supplies Publication Design		2,000
Technology Expenses		
<i>Hardware</i>		
<i>Staff</i>	500	8,000
<i>Councillors</i>	2,400	1,500
<i>Executive Director</i>	2,000	n/a
<i>Services</i>	1,500	1,500
<i>Software</i>		
<i>Staff</i>	2,200	4,500
<i>Councillors</i>	n/a	1,000
<i>Total Technology Expenses</i>	8,600	16,500
Election	1,500	6,000
Teleconference Meetings	4,000	5,500
Insurance	2,200	2,500
License & Permits	2,200	2,200
Miscellaneous Expense	500	n/a
Office Expenses		
<i>Furniture</i>	0	1,000
<i>Supplies</i>	1,000	6,000
<i>Postage &amp; Courier</i>	7,000	7,000
<i>Telephone</i>	1,200	1,500
<i>Total Office Expenses</i>	9,200	15,500

Payroll Processing Charge	1,500	2,200
<b>Professional Fees</b>		
Accountant	5,000	12,000
Other		0
Lawyer	1,000	1,000
<b>Total Professional Fees</b>	<b>6,000</b>	<b>13,000</b>
Promotional & Advertising	5,000	30,000
Reference Materials	600	600
Subscription Fees	1,000	500
Training	2,000	2,000
Website Expenses	16,000	8,000
<b>Total Administration Expenses</b>	<b>65,200.00</b>	<b>109,000</b>

#### **Salaries and Benefits**

<b>Honoraria</b>		
Executive	44,693	48,615
Councilor	30,647	33,335
<b>Total Honoraria</b>	<b>75,340</b>	<b>81,950</b>
<b>Councillor Benefits</b>	<b>n/a</b>	<b>5,809</b>
<b>Staff Salaries &amp; Benefits</b>		
Staff appreciation	1,000	1,500
Benefits	12,000	12,000
Taxes	n/a	12,000
Staff Salaries	110,000	110,000
<b>Total Staff Salaries &amp; Benefits</b>	<b>123,000</b>	<b>135,500</b>
<b>Total Salaries and Benefits</b>	<b>198,340</b>	<b>223,259</b>

#### **Events and Programs**

Convocation	0	2,500
Newsletter	60,000	120,000
AUSU Radio Broadcast	5,000	n/a
Student Handbook	30,000	35,000
Voice	62,106	68,317
Service Recognition	800	200
<b>Total Events &amp; Programs</b>	<b>157,906</b>	<b>226,017</b>

#### **Awards**

Contests	2,000	0
Gifts & Donations	500	500
Student Awards	38,300	38,300
<b>Total Awards</b>	<b>40,800</b>	<b>38,800</b>

#### **Representation Expenses**

Advocacy & Lobbying	19,700	20,000
Professional Development		2,500
Membership Fees	8,000	0
Travel	2,000	2,000
<b>Total Representation Expenses</b>	<b>29,700</b>	<b>24,500</b>

<b>Total Expenses</b>	<b>491,946</b>	<b>621,576</b>
<b>Total Revenue Over Expenses</b>	<b>26,202</b>	<b>-39,043</b>

# *Speaking Out*





# PRIORITY ACTIVITIES: What we're doing for you

THE FOLLOWING PAGES DETAIL PROJECTS THAT AUSU HAS COMPLETED SINCE OUR LAST AGM, PROJECTS IN PROGRESS, AND PLANS FOR THE FUTURE

Project planning is a core duty of AUSU council, to ensure that member funds are used to the greatest benefit of the membership as a whole, and to use the economies of scale to our best advantage. The annual project report provides a checkpoint for our members, so you can keep track of what we are doing for you, and what we have in store. Comments are always welcome and encouraged.

## PROJECT HIGHLIGHTS

### COMPLETED PROJECTS

AUSU completed several initiatives in 2007, including the realization of position policy goals, a revision of the policy manual, additional services for students, budgeting of reserve funds and awards timing revisions.

- RESERVE BUDGET ■ SMARTDRAW LICENSE
- POLICY REVISION ■ MERCHANTIZE AND LOCKS
- AWARDS REVISION ■ HONOURS LIST REVISION

### KEY PROJECTS IN PROGRESS

Some projects can be completed in a year, but many are ongoing and constantly revised, while others take more than a year to complete. Ongoing projects form the core of AUSU's work.

- WEBSITE ENHANCEMENTS ■ OFFICE REFURNISHING
- VOICE AUTONOMY ■ COMPLAINT TRACKING
- LOBBYING ■ ONLINE STORE

### PROPOSED OR PLANNED PROJECTS

With a new investment policy in place, AUSU has established reserve funds for future projects. Timelines have not been established for these projects, and some are merely proposed.

- AUSU RADIO/PODCAST ■ GRAD SOCIETY FUNDS
- CAREER CENTER ■ WELCOME PACKAGES
- ATHLETE FUNDING ■ AUSU CONFERENCES





# AUSU 2007/08

## Priority Activities and Planning

MARCH OF 2008 WILL MARK THE END OF THE CURRENT COUNCIL TERM AND A NEW SET OF COUNCILLORS WILL BEGIN WORK IN APRIL OF THIS YEAR. THEREFORE, ALL PLANNED PROJECTS ARE MERELY RECOMMENDATIONS TO THE INCOMING COUNCIL WHO MAY CHOOSE TO FOLLOW A DIFFERENT PATH THAN HAS BEEN SET OUT IN THIS DOCUMENT.

### AWARENESS OF AUSU

STATUS: In Progress

A major goal of the 2006/07 council was to continue to increase awareness of AUSU within the undergraduate student body. The response to our 2008 call for candidates has been successful beyond all optimistic projections. While a 25% increase in candidates was expected and a 50% increase our goal, we instead received self-nominations from more than five times the number of nominees as in 2006, our most successful previous election. Additionally, the December pre-orders for our student handbook tripled over 2007 numbers despite a shorter ordering period, and orders continue to come in at an unprecedented rate. There have also been more requests for advocacy, considerably more phone calls and e-mails to our office and webmaster accounts, increased usage of Study Buddy and more inquiries about student clubs. Website usage is considerably increased. Responses to newsletters and our email updates have also increased significantly. Many students now report that they are aware of AUSU after only one or two courses, whereas at the beginning of the term many reported taking several courses or more than a year of study before becoming aware of AUSU.

Initiatives that enhanced awareness of AUSU in the last term include:

- New format newsletter mailed out more frequently
- Continued placement of eye-catching postcards in course materials boxes
- Direct contact with administrators responsible for collaborative and in-class programs across Canada to ensure that collaborative students are aware that they are AUSU members. Additionally, promotional postcards and informational materials have been sent to these sites.
- Increased advertising at the learning centres through a lock loan program, signs and merchandise promotions.
- Use of the email subscriber list to announce important events.
- Negotiation with university departments for increased links to AUSU through the AU website; specifically, we have seen a great increase in traffic both from the AU Student Life page, which features AUSU prominently, and direct links from MyAU to the AUSU forums system.

### TUTOR OF THE YEAR

STATUS: Ongoing

The first annual Tutor of the Year contest was a popular offering and council hopes to offer it again in 2008. Honouring great tutors nicely offsets the lobbying work of AUSU, which can include the forwarding of complaints about service problems. In the last two years, AUSU has striven for a balance between lobbying for change and providing positive feedback on what AU is doing very well. A similar award for AU staff has been proposed.

## HIRING

STATUS: Updated and Complete

In our last report we noted that hiring for all AUSU's full-time positions was complete. Due to the very competitive Edmonton labour market, our Administration Assistant position was again vacant in early and mid-2007. We are very pleased to introduce our new Admin Assistant, Pam Schellenberger, who completes our full-time support team. Other part-time positions may also be filled in 2008.

## POLICY REVIEW

STATUS: Complete

A major project the past two years has been a complete revision of the AUSU policy manual to reflect our new administrative structure. Councillors now spend more time on program planning, lobbying, oversight and policy development, while all administrative duties are handled by staff. Our manual review is now complete and we believe that the next council will find our updated, streamlined processes to be easier to work with, more flexible, and to provide a higher level of financial and project status reporting.

## AUSU RADIO/POD CAST

STATUS: Proposed

We continue to explore the possibility of a web-based radio station that could feature a range of material including music, news items, interviews with students, commentary on AU courses, streaming video pod casts, conferences and symposiums, and more. Time did not permit this project to be completed by the current council, though accumulated funds were set aside as a budget reserve for this project.

## EXTERNAL ACTIVITIES

STATUS: Ongoing

Lobbying remains a key role of AUSU, and this year we've focused on the student loan issue, having seen that it was already beginning to draw some attention. Leveraging that attention has led to over 123 million dollars being devoted to a reform of the student loans program in the most recent federal budget, and various provinces conducting evaluations of their student loan systems and pledging to lower interest rates for students. With this reform underway, AUSU has planned to return focus to the issue of national credit and course transfer which is slowly gaining recognition as an issue of national importance in the global knowledge economy.

## GENERAL ELECTION 2008

STATUS: In Progress

As noted, a major goal of council was to continue to increase awareness of AUSU with undergraduate students. The response to our 2008 call for candidates has been successful beyond the most optimistic projections. With a 500% increase in candidates, new systems had to be developed to streamline the addition of campaign materials to our website. Our online voting system was tested and updated to the latest security standards and a Chief Returning Officer was hired to oversee all election processes. The election takes place March 9 and 12, and the councillors-elect will form the new council in April.

## AWARDS PROGRAM REVISIONS

STATUS: Complete

The AUSU awards program is reviewed annually to ensure it is meeting member needs. This year the deadlines for all of our timed awards were moved ahead to ensure that our awards draw does not coincide with especially busy times at AU.





### VOICE AUTONOMY

STATUS: In Progress

The first step toward autonomy for *The Voice Magazine* is complete. New managing editor Sandra Livingston will handle copy editing and production duties. We will continue to work to seamlessly and carefully separate Voice finances and management from AUSU with the goal of an independent paper with assured quality. Upgrades to the Voice website have reduced the need for assistance from AUSU web staff. Funding to the Voice has been clearly defined and set out in the AUSU bylaws, ensuring that Voice production cannot be financially limited without a general meeting and a vote of the membership.

### AUSU NEWSLETTER

STATUS: Revision complete, production ongoing

We've revised our popular AUSU newsletter to be more eye-catching and informative. The single sheet, six page design is also easier to produce and mail. We hope to send out more newsletters per year, to keep students informed of what's happening at AU.

### ENVIRONMENTAL CONCERNS

STATUS: Ongoing

AUSU remains aware of students' environmental concerns and strives to use environmentally friendly and recyclable materials where possible. This year, many students have inquired about our environmental initiatives. The following are some ways in which we are respecting our planet:

- The cover of our planner is a waterproof, tear proof, recyclable clay composite. When excess planner stock must be destroyed, we disassemble all of the books to ensure that coil binding, covers and the inner paper stock are separated and sent to the appropriate facilities.
- Old technology is donated to firms supporting children in need or other charitable programs where computers are refurbished and redistributed.
- A new server-based document repository allows more documents to be distributed electronically, reducing the need for paper copies. Where possible, we request electronic billing and provide as many services online as possible.
- All discarded office paper is sent for recycling.
- Staff are supplied with ceramic mugs and a small kitchen area to make hot beverages, reducing the use of take-out and paper cups.
- The Voice discontinued print publication in 2001 and continues to publish exclusively online.
- A move to only web based publications is not feasible at this time as many members do not yet have up-to-date email addresses on file with the university. Additionally, demand for print publications remains high. We strive for a balance where our printed newsletters are kept small and students are directed to our web site for further information.

### AUSU PLANNER/HANDBOOK

STATUS: Complete

Last year we produced a handbook/planner that featured a custom, in-house designed handbook with stock planner pages. This year the publication was designed completely in house and customized to the needs of AU students. The same small, coil-bound design was used for its low mailing costs and popularity with members. We also gained more advertising revenue for this edition and added a snap-in page marker ruler. Additionally, The Voice added a colourful fridge magnet to each package to increase awareness of our student magazine. A new section provides an overview of popular citation styles. We

look forward to continuing to improve on this popular publication in coming editions and we appreciate all feedback and suggestions. Planner orders for shipment this January were nearly four times that of January of last year.

### **SMART DRAW**

STATUS: Ongoing

In late 2007, AUSU purchased a mass user license to the popular SmartDraw software package. SmartDraw permits students to create a wide variety of diagrams including health care charts, mathematical formulas, graphs, flowcharts, business plans and more. The package has a retail value of \$300 and is available free for one year to all AUSU members through our website. The need for this software became apparent as we spoke to students about the difficulty of submitting assignments electronically when formulas, flow charts and other graphics are required. Students often must draw their charts and formulas by hand and then scan and mail or fax their assignments. This not only causes delays, but it can be problematic for tutors. SmartDraw creates graphics that can be placed in any Word file. The software has caught the attention of several AU faculty who are investigating if the software will reduce the limitations on the kinds of projects that can be assigned to AU students.

### **JOURNEY EDUCATION**

STATUS: Ongoing

JourneyEd is an online store offering academic versions of software to students. In 2007, AUSU worked with JourneyEd to ensure our members are aware of this service and the benefits of academic pricing.

### **CAREER CENTER**

STATUS: Proposed

AU offers many great services to students, but employment support is notably lacking. To address this, AUSU posts job and internship offers for students on our web site and encourages employers to think of AU when they need to hire. However, much more can be done in this area, so AUSU has set aside reserve funds to create a new online career centre with enhanced services. The first addition will be an employer login that will allow employers to post their jobs immediately and directly for our members.

### **NEW AUSU WEBSITE**

STATUS: In Progress

The AUSU web site is our main delivery system for AUSU Services and information. While the current site has served us well, regular updates are important. There is a lot of information that needs to be more prominent and easier for students to find. For example, the top of the front page should list all scheduled public meetings as well as whether anyone is in the chat room. Space needs to be set aside for items that will remain on the front page for a long time. The new site will also feature a new online store to sell AUSU and Voice merchandise. Updates to the Voice site are also planned.

### **LOBBY SUCCESS**

STATUS: Ongoing

As always, AUSU continues to lobby AU for changes to benefit our members. Successes in the last term include working with the Office of the Registrar to revise the honour's list policy and the removal of the transcript fee, after we protested a large proposed increase that would have made the fee among the highest in Canada. Additionally, after several years of lobbying for improvements in the AU financial aid offices, AUSU is pleased to report that the office has gone from generating the most annual complaints, to generating no complaints at all in 2007. In fact, students now tell us how much they love their financial aid advisors and say that the department has been an asset to their learning.





# Representation

## On external, AU committees

COMMITTEE	STUDENT REPRESENTATIVE
<b>AU Governing Council (AUGC)</b>	Lisa Priebe and Huma Lodhi
Finance Subcommittee	Lisa Priebe (AU Appointed)
Honorary Awards Subcommittee	Lisa Priebe (AU Appointed)
Institutional Advancement Subcommittee	Huma Lodhi (AU Appointed)
<b>AU Academic Council (AUAC)</b>	Karl Low
Student Academic Appeals Committee	Lisa Priebe and Tamra Ross
Student Awards Committee	Karl Low
Student Services Group (SSG)	Tamra Ross
<b>Miscellaneous Ad-Hoc Committees</b>	
1234 Course Renumbering Committee	Tamra Ross (near completion)
Course Materials Committee	Karl Low (completed)
Moodle Implementation Committee	Tamra Ross
My AU Steering Committee	Tamra Ross
Exam Review Project	Tamra Ross
AU Governance Review Committee	Karl Low
AUAC Structural Review Committee	Karl Low
<b>Miscellaneous Standing Committees</b>	
AU Staff Awards Committee (SDRMASE, PATME & CCMATE)	Tamra Ross
AU Strategic Budget Advisory Committee	Huma Lodhi
Bryon Paege Memorial Award (CUPE)	Lonita Fraser
Center for Learning Accreditation Steering	Pending
AU Staff Review (pending)	Sarah Kertcher
Sustainability Committee	Huma Lodhi
School of Business Program council	Philip Carey



# AUSU Council

## Internal Committees

COMMITTEE	CHAIR	MEMBERS
Finance	Huma Lodhi	Lisa Priebe, Mac McInnis, Sarah Kertcher, Karl Low, Tamra Ross (ex officio), Pam Schellenberger (ex officio)
Awards	Barb Rielly	Lisa Priebe, Sarah Kertcher, Real Beaulieu, Tamra Ross (ex officio)

## Representation

### Other areas where we have input

#### AU EXECUTIVES WE MEET WITH ON A REGULAR SCHEDULE

Dr. Frits Pannekoek - quarterly	AU President
Dr. Margaret Haughey - semi-annually to quarterly	AU Vice President Academic
Lori Van Rooijen - bi-monthly	AU Vice President, Advancement
Jim D'Arcy - quarterly	AU Registrar

#### OTHER WORKING GROUPS COUNCIL AND STAFF MEET WITH

au.world Editorial Group	Tamra Ross (on request - we submit 1 story per issue)
Second Life group	Karl Low and Tamra Ross - an informal group investigating the value of second life for student interaction.
AU Web Authors Group	The AU web authors hold regular meetings about web standards, design principles, accessibility, etc. Our webmaster is included in this very informative group.
School of Business	The School of Business has been very interested in student feedback and our Executive Director has been invited to planning and informational meetings to provide feedback and learn about proposed projects.



# *Outreach*



#### MAIN OFFICE

Athabasca University Students' Union  
Peace Hills Trust Tower  
1213 10011 109th Street NW  
Edmonton, AB T5J 3S8  
TEL: 1-800-788-9041 ext. 3413  
FAX: (780) 497-7003  
[www.ausu.org](http://www.ausu.org)  
[ausu@ausu.org](mailto:ausu@ausu.org)

#### COUNCIL

Lisa Priebe - President  
Zil-E Huma Lodhi, VP Finance  
Karl Low, VP External  
Lonita Fraser  
Sarah Kertcher  
Lonita Fraser  
Real Beaulieu  
Barb Rielly  
Mac McInnis  
Joy Kryss

#### STAFF

Tamra Ross - Executive Director/Voice Editor in Chief  
Pam Schellenberger - Administrative Assistant  
Sandra Livingston - Voice Managing Editor

AUSU serves nearly 40,000 Athabasca University undergraduates annually. AUSU members are defined as all students of Athabasca University who are currently enrolled in an AU undergraduate course (if extensions are purchased, the extended end date is used to calculate membership).

For more information about AUSU and its programs, please see  
[www.ausu.org](http://www.ausu.org), or call our office.

This booklet prepared for AUSU by Tamra Ross.  
Errors and omissions excluded.

Graphics and design by Tamra Ross © AUSU, 2008

WE WELCOME ALL QUESTIONS AND COMMENTS FROM OUR MEMBERS. CONTACT  
OUR OFFICE FOR MORE INFORMATION: 1.800.788.9041 X 3413

AUSU serves nearly 39,000 undergraduate students annually across Canada and around the world. We offer advocacy, support, and services needed by students. The AUSU web site contains information all of our services, including our financial aid options, student clubs and course reviews.



**A U S T U D E N T S ' U N I O N**  
**U N I T E D B Y D I S T A N C E**

1200 10011 109 ST NW  
Edmonton AB T5J 3S8