

Minutes AUSU Council Meeting

APPROVED – August 13, 2014

AUSU Council Meeting
July 09, 2014
Teleconference

Councillors Present: Jason Nixon, Kim Newsome, Corrina Green, Alexander Poulton, Bonita Arbeau, Christine Villeneuve, and Megan Daigneault.
Staff Present: Karyna Hochachka and Sarah Maddock
Other Members:
Record of Minutes: Sarah Maddock
Absent: Shawna Wasylyshyn, Tamra Ross

Call to Order: 17:30 (MST)

Agenda and Minutes

1.0 Approval of Agenda

BIRT council adopt the meeting agenda as presented.

C. Green/M. Daigneault - Carried 7/0 -

2.0 Adoption of Council Meeting Minutes

BIRT council approve the minutes of the June 11, 2014 council meeting, as presented.

B. Arbeau/A. Poulton - Carried 7/0 -

New Business:

3.0 Email Vote Ratification: BIRT AUSU accept the attached documents as the AUSU goals for the 2014-2015 fiscal year. C.Villeneuve moved, J.Nixon seconded. Carried 8/0.

C. Villeneuve/A. Poulton - Carried 7/0 -

4.0 Motion: BIRT AUSU approve the presented 2014-2015 budget.

M. Daigneault/A. Poulton - Carried 7/0 -

- 5.0 Motion:** BIRT AUSU approve the reallocation of budgeted awards funds from five Overcoming Adversity Bursaries, for which sufficient applications were not received, to provide two AUSU Bursaries based on financial need (valued at \$1000 each) and 9 E-Reader Bursaries based on financial need (valued up to \$3000 total) with an application deadline of September 1, 2014.

C. Green/K. Newsome

- Carried 7/0 -

- 6.0 Motion:** BIRT AUSU accept the presented updated copy of Policy 4.03 Records Management for inclusion in our policy manual.

C. Green/B. Arbeau

- Carried 7/0 -

- 7.0 Motion:** BIRT AUSU accept the presented updated copy of Policy 7.02 Scholarships Awards and Bursaries for inclusion in our policy manual.

07092014.01 All areas in the policy that contain the three words (scholarship, awards and bursaries) should be listed as such and not in any other order.

07092014.02 Wording in point 7.02.22 revised to: "One time awards may only use funds left over from budgeted awards that were not given out; at the May awards deadline. They are not intended to utilize the maximum awards budget."

07092014.03 7.02.xx (between 7.02.15 and 7.02.16 in working copy) to be deleted.

07092014.04 7.02.xx point b (after 7.02.12 in working copy) should read "the awards committee may put forward a motion at Council to place the member not in good standing."

C. Green/B. Arbeau

- Carried 7/0 -

- 8.0 Motion:** BIRT AUSU accept the presented updated copy of Policy 9.01 Exemption of Distance Education Funding for inclusion in our policy manual.

07092014.05 Policy name change from Policy 9.01 Deregulation of Tuition to Policy 9.01 Exemption of Distance Education Funding.

07092014.06 Removed the last paragraph in this policy.

M. Daigneault/C. Green - Carried 7/0 -

9.0 Motion: BIRT AUSU accept the presented updated copy of Policy 9.02 Exam Invigilation Fees for inclusion in our policy manual.

C. Villeneuve/B. Arbeau - Carried 7/0 -

Reports

10.0 President's Report
Report Accepted.

11.0 Vice President External's Report
Report Accepted.

12.0 Vice President Finance's Report
Report Accepted.

13.0 Executive Meeting Report
Report Accepted.

14.0 Finance Committee Report
Report Accepted.

15.0 Awards Committee Report
Report Accepted.

16.0 MEC Committee Report
Report Accepted.

17.0 Executive Director's Report
Report Not Submitted.

18.0 Office Coordinator's Report
Report Accepted.

19.0 Next meeting date and time

17:30 MST on August 13, 2014

Meeting adjourned at 19:16 MST

A. Poulton moved.

AUSU President Report

Jason Nixon, President



Athabasca University
Students' Union

Covers: June 1 - 30, 2014

Prepared: July 6, 2014

Current Issues

Goal Setting and Yearly Planning – The goal setting and yearly planning process for this upcoming year is almost complete. Council has approved the goal plan developed by the executive. The executive has now developed a timeline schedule for the execution of the goals on the goal list and is putting that plan into effect. As well the finance committee has developed next year's budget taking into account the approved goals list.

AU BOG – AU BOG has been very busy over the last month with a lot of focus on the budget and a couple big in camera issues that will soon be made public that BOG members cannot discuss yet. The new President will be starting at the end of the month and we are working getting connected with him early in his tenure to get AUSU membership issues front and centre on his agenda.

BOG Finance and Property Meeting – Spent much of the last month developing next year's budget which has now been approved by the BOG. It appears the cost adjustments that AU has put in place have had the desired effect with AU budget this year showing a small surplus.

Dean of Faculty of Science and Technology – The committee was able to develop the criteria for the new dean, There is an adjustment required to the elected committee members (AUSU are appointed committee members) that has required the committee to delay the next stage of the process awaiting the election of required members. The next stage will be developing a shortlist of candidates and interviewing candidates

Registrar Hiring Committee – This committee has just started and is currently in the process of develop hiring criteria and working with external recruiter to locate appropriate candidates. This is an important position within the university that effects are membership on a regular basis. Hopefully the committee will be able to successful locate the best candidate for the role.

NCSL Course – The NCSL course that council is using to aid in team building, orientation, and training is well underway with only two more modules to go.

Health Care Plan – The exec and staff continue to push AU to complete the technology changes needed within the university to accommodate the new health care plan. We meet with the new interim VP academic and discussed many topics but put a large focus on the need for AU executive help getting this project completed. I believe that AU executive sees are no program as a benefit to our members and therefore a benefit to AU and will help to push through the needed work.

GFC – The big topic at the past GFC meeting was the amount of AU Executive positions that remain unfilled or filled by acting executives. Some staff members currently are in 3 or 4 positions. It is generally agreed by all that this is not good for the university or its students but is something that has been going on for a very long time. The new President has indicated this is his top priority to fix. Something we welcome. Of course this means a lot more hiring committees and the likely hood that this exec will participate in the largest hiring at AU that any exec has participated in. But getting people in to permanent positions and not in situation where they cannot accomplish anything needs to be a high priority in order for our membership to get quality service.

GFC Exec – Had to spend a fair bit of time in June dealing with housekeeping issues around graduation and convocation.

AU Executive Meeting – The university new master schedule for the next year is finally out. This is what we have been waiting for to be able to book regular meeting with AU executives. We were able to meet with AU's new interim VP academic and are next top priority is to meet with our new President.

Holidays – I was away on holidays for the last part of June and early July, Tamra is currently away as well. Over the next two months much of the university will take holidays and this time of year really becomes about cleaning up remaining projects from last year and getting ready to complete projects for next year.

Meetings

AUSU Old Exec Meeting – April 1

AUSU Council Meeting – April 1

AUSU New Exec Meeting after Council Meeting – April 1

AUSU Exec Meeting – April 2

AU Board of Governors Meeting – April 2

AU Board of Governors Finance and Property Committee – April 6

Dean of Faculty of Health Hiring Committee – April 8

Dean of Faculty of Health Hiring Committee – April 14

AU Board Meeting President Hiring – April 14

Dean of Faculty of Health Hiring Committee – April 15

GFC Exec Meeting – April 16

AUSU Exec Meeting – April 17

Dean of Faculty of Health Hiring Committee – April 22

AUSU Exec Meeting with AU VPA – April 23

AUSU Exec Meeting – April 23

AUSU Exec Meeting – April 30

Hours

My weekly average: 35.31 hours

Week of:	Hours
June 1-7	36
June 8-14	32
June 15-21	35
June 22-28	38.25
4 Week Average	35.31

I have reviewed the hours of the other Executive members and found them in accordance with policy.

June 2014

AUSU Executive Report

Kim Newsome, VP External and Student Affairs

Prepared: July 2, 2014



Current Issues

Meeting with Cindy Ives

Tamra, Jason and myself met with Cindy Ives by phone. Cindy is Acting VPA. Our main topic of conversation was the barriers we are facing with getting the Health Care plan up and running. Cindy seemed open to our concerns and willing to try and help to get past the barriers. Tamra continues to work with IT on completing the business case proposal in hopes of having the work for our Health Care plan approved and moved up in priority.

Tamra is working to set up regular meetings with Cindy and other AU execs beginning in September.

GFC

I attended the meeting on June 18, 2014. The amount of acting positions at AU was brought up as a concern. It was discussed that the new president is aware of the issue and will hopefully work to rectify the situation. A decline in enrollment was also discussed, as well as insights to possible reasons why. Some ideas included: not enough staff/faculty to serve students, increased competition from other institutions, e-text, transferability of courses.

GFC – ALEC & LSWG

There have been no meetings since my last report. The new Learning Services Working Group (LSWG) was discussed at the last GFC meeting. At this point I know who has volunteered to be in this group (total of 4 including me), and who the chair is (Bob Heller). To date, I have not had any correspondence as to when/if the group will meet or the goals/expected outcomes of the group.

GFC – SAC

No meetings since last report.

AUSU Committees

The MEC committee is hard at work and we continue to discuss the focus of this committee at weekly exec meetings. Details of the work being done by this committee is detailed in the committee report.

June 2014

NCSL

We are now on the 3rd section with the questions for section 4 ready to go!!

Exec Meetings

The exec continues to meet weekly. We continue to work on finishing up work from last year's goals, getting started on the new goals, and dealing with other issues as they arise.

Meetings

AUSU Finance Meeting – June 4

AUSU Exec Meeting – June 4

AUSU Exec Meeting – June 10

AUSU Council Meeting – June 11

AU GFC Meeting – June 18

AUSU Exec Meeting – June 18

AUSU Awards Committee Meeting – June 18

AUSU Exec meet with Cindy Ives – June 24

AUSU Exec Meeting – June 25

Hours

Weekly Breakdown

Week of:	Hours
June 1-7	30
June 8-14	30.25
June 15-21	30.25
June 22-28	29.5
4 Week Average	30

Timesheets and Compliance

I have reviewed Corrina's timesheets and find they are within the accepted range as dictated in policy. As of the writing of this report I have not been able to review Jason's timesheets for June.

News Roundup

A collection of optional readings related to post-secondary education:

Student Mental Health continues to be a hot topic. Simon Williams, a researcher at Northwestern University, has proposed that PSE institutions implement universal mental-health checks for students to help identify potential issues before they develop into clinical problems. Williams says that routine screening is "really just a type of applied research," and that regular checks will not only reduce mental health problems but will provide researchers with valuable data that can be used to combat mental illness on a larger scale. [The Chronicle of Higher Education](#)

Seems like AU already offers some of these expectations. A new survey from Laureate International University sheds light on what students expect the university of the future will look like. 20,800 students responded to the survey, representing 21 countries. 68% of respondents said that universities will offer free, online libraries; 59% said that they believe students will use social media to learn and teach other students. 52% expected courses to be offered at any time of day or night, while 44% said courses in the future would have no fixed schedule. [Campus Technology](#) / [Report Summary](#)

Instead of e-text, maybe we should think free-text?? Textbook Zero initiatives rely on openly licensed, free learning materials to offer students a complete course of study without any textbook-associated costs. Proponents say that 10% fewer students drop Textbook Zero courses because of economic hardship, benefiting students and universities alike. [BC Campus Blog](#)

May give some insight into decreased enrollment at AU?? US-based online education company Learning House has released its third annual study of the behaviours of online learners. The study identifies key trends emerging in online education as well as student preferences and motivators. [Learning House Summary](#) / [Full Report](#)

This goes well with Policy 9.17. A new report has been released by the Association of Registrars of the Universities and Colleges of Canada (ARUCC) and the Pan-Canadian Consortium on Admissions and Transfer (PCCAT), the first phase of an extended study into current transcript and transfer credit nomenclature practices in Canada. The goal of the larger project is "to enhance the clarity, consistency and transparency of the academic transcript and transfer credit resources that support student mobility." [Report](#)

AUSU Executive Report

Corrina Green, VP Finance and Administration

Prepared: July 1st, 2014

Current Issues



Policy

We are on track with the Policy Review. We have reviewed 4 policies for the month of June. These will be presented for final approval at the council meeting in July. There will be a break for July and August with policy review allowing the office staff to get caught up on other things as per the planning document. This will allow us to have a fresh start in September and allow them to tie up some loose ends from other projects.

Health Plan

There has been a snag in the implementation of the Health Care Plan. The IT department at AU is understaffed. As well, with some of the changes in the exec. at AU, it appears some of our paperwork has been lost. (We had copies) Tamra has been working very hard at getting this pushed through and stays in contact on a weekly basis. Jason, Kim and Tamra also had a meeting with Cindy Ives, Acting VPA to air our concerns about the hold up with implementing our plan. We will continue to push for this to happen ASAP.

Goal Planning

Our goal planning is complete for the upcoming year. We received feedback from all of the committees and incorporated suggestions into our list. Each of us on Exec. will be championing some of the goals to drive them and ensure their completion. I am looking forward to a productive year.

Convocation

I had the opportunity to attend all 3 days of Convocation at AU. It was a great experience to witness first hand, as well as to see all of the things that go on during convocation. Overall, it was well done with just a few things that could be improved on. We are working on possibly sponsoring one of the lunches next year, as that was an area that was not great! While at Convocation, I was invited to 2 dinners that are mostly attended by AU staff and some dignitaries. It was an excellent opportunity to meet some of the faculty, professional and executive staff at the University. I also spent a

considerable amount of time with the new AUGSA president, Lynde McKinley and am looking forward to renewing a partnership with AUGSA.

Committee Work

GFC – SAAC had one meeting this month. Nothing specific to report from this.

I attended a Board of Governors meeting while I was at Convocation. It seems that they always hold one during Convocation due to the number of Board members present at that time. It was more of an information sharing meeting. The new President was in attendance and acknowledges that he has some work to do and he will be starting July 2nd. Mr. McKinnon is committed to the school and I believe will do as he says and we will see some changes coming up in the future.

Pending Issues

NCSL Course

We have one more module to finish off and the course will be over. I think it has been a good investment and it has been great to see everyone participate. I am looking forward to the final module!

Elections Policy

Sheldon has started the review of the Elections Policy to give us some recommendations as to where our policy is lacking. He was an excellent choice as a consultant due to him being the CRO for a couple of elections now. He understands where there is some shortfall in the policy. This should be completed in August sometime.

Request for Proposal – Investments

This document, created by Tamra, has been through the Finance Committee and is ready to go out to possible Investment Advisors. This will be being done over the summer months with interviews of prospects at the end of the summer, early September.

Meetings

- AUSU Executive Meeting – June 4th
- Finance Committee Meeting – June 4th
- AUSU Executive Meeting – June 10th
- Convocation, Athabasca University - June 11th – 15th
- AU Board of Governors Meeting – June 13th
- Budget Meeting – June 18th
- AUSU Executive Meeting – June 18th
- AUSU Awards Committee Meeting – June 18th
- GFC – SAAC – June 19th
- AUSU Executive Meeting – June 25th

Hours

Timesheet and Compliance

Week Ending	Hours
June 8 th , 2014	28.00
June 15 th , 2014	51.75
June 22 nd , 2014	24.50
June 29 th , 2014	28.00
TOTAL	132.25
AVERAGE PER WEEK	33.06

As of the writing of this report, I have reviewed the hours of Kim Newsome and have found she is meeting her expected hour requirements. I have not been able to verify Jason Nixon's hours for June at this time. As noted above, my 4 week average is 33.06 hours.