

Minutes AUSU Council Meeting

APPROVED – November 12, 2014

AUSU Council Meeting
October 08, 2014
Teleconference

Councillors Present: Jason Nixon, Kim Newsome, Corrina Green, Alexander Poulton, Bonita Arbeau, Shawna Wasylyshyn and Megan Daigneault
Staff Present: Tamra Ross, Karyna Hochachka and Sarah Maddock
Other Members: Karl Low and Barbra Lehtiniemi
Record of Minutes: Sarah Maddock
Absent:
Absent with regrets: Christine Villeneuve, on vacation

Call to Order: 17:32 (MST)

Agenda and Minutes

1.0 Approval of Agenda

Motion: BIRT council adopt the meeting agenda as presented.

S. Wasylyshyn/M. Daigneault - Carried 7/0 -

2.0 Adoption of Council Meeting Minutes

Motion: BIRT council approve the minutes of the September 10, 2014 council meeting, as presented.

S. Wasylyshyn/B. Arbeau - Carried 7/0 -

New Business:

3.0 Motion: BIRT AUSU accept the presented updated copy of Policy 2.04 Discipline for inclusion in our policy manual.

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

4.0 Motion: BIRT AUSU accept the presented updated copy of Policy 2.08 Meeting Attendance for inclusion in our policy manual.

20141008.01 Policy temporarily tabled to discuss motion 5.0.

5.0 Motion: BIRT AUSU accept the presented updated copy of Policy 2.14 Councillor Responsibilities and Honoraria for inclusion in our policy manual.

20141008.02 Motion to Amend: BIRT point 2.14.02 c be revised from "to actively participate in asynchronous discussions and read and reply to emails in three calendar days" to "to actively participate in asynchronous discussions and read and reply to emails in a timely manner".
S. Wasylyshyn/A. Poulton - Carried 4/3 -

20141008.03 Motion to Amend: BIRT point 2.14.11 shall be changed to read "Councillors are entitled to 15 business days' vacation per term year and must provide at least five days' notice for booking vacation days."
S. Wasylyshyn/A. Poulton - Carried 7/0 -

20141008.04 A new point 2.14.12 shall be added to read "During vacation councillors are not required to fulfill any council duties."

K. Newsome/A. Poulton - Carried 7/0 -

4.0 Motion: BIRT AUSU accept the presented updated copy of Policy 2.08 Meeting Attendance for inclusion in our policy manual.

20141008.05 Policy to be tabled for the November 12, 2014 council meeting.

6.0 Motion: BIRT AUSU accept the presented updated copy of Policy 2.15 Executive Accountability and Compensation for inclusion in our policy manual.

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

Reports

7.0 President's Report
Report Accepted.

8.0 Vice President External's Report

Report Accepted.

9.0 Vice President Finance's Report
Report Accepted.

10.0 Executive Meeting Report
Report Accepted.

11.0 Finance Committee Report
Report Accepted.

12.0 Awards Committee Report
Report Accepted.

13.0 MEC Committee Report
Report Accepted.

14.0 Executive Director's Report
Report Accepted.

15.0 Office Coordinator's Report
Report Accepted.

Reports Accepted as Presented

A. Poulton/B. Arbeau

- Carried 7/0 -

Next meeting date and time

17:30 MST on November 12, 2014

Meeting adjourned at 20:26 MST

S. Wasylyshyn moved.

AUSU President Report

Jason Nixon, President

Covers: September 2014

Prepared: October 3, 2014



Current Issues

AU BOG Retreat – Corrina and I traveled to the AU BOG retreat in September and spent two days with AU executive and the rest of AU BOG doing strategic planning for the BOG and AU. As well as networking with AU's executive, the BOG, and AUGSA. It was a very productive two days, in which we accomplished a lot of the ground work for a strategic plan going forward. Much of this is in the early stages and consequently in camera. But I do think that the biggest thing that we can report is the significant impact a new President has had on the cooperation and consultation with stakeholder groups within the university. The discussion was very open and there was a real change in style and a push to work with stakeholder groups like AUSU going forward. This is the most positive thing I have seen in my time at AUSU and is very exciting. The BOG gave AU's executive clear instructions on some things we would like them to work on and will continue to build on the ground work that was put in place at the retreat going forward.

We were also able to put a significant time in to communicating concerns about AUSU issues particularly E-text and the SS Centre with both BOG members and AU executive these were very productive conversations and I look forward to seeing how these issues progress over the next several months as we work with AU on them.

Of course one of the highlights for me was meeting with Corrina, our VPFA, in person. Corrina and I have been working together a lot over the last few months and it was a great experience to meet her face to face and not on the phone. Both of us were also able to have a lot of one on one time with the new President of AU and the new President of AUGSA and began dialogue on a variety of issues that AUSU is working on or concerned about. We received positive response from both of these individuals, which is significant change when compared with their predecessors.

AU BOG – At the board retreat we did have one formal meeting at which we discussed some issues in camera associate with property that will be made public shortly. We also received an update from the new President on how things

have been going. He has made significant progress on the area of empty job positions at AU or those currently occupied by interim people. This has been a big problem over the last couple of years. There has also been a lot of work done on looking towards solutions for communication at AU, both internally and externally, which was good to hear as that has been something that has been pushed for by many groups for a long time. The Board also met later in September to review and approve the annual report for last fiscal year.

The BOG next meets in mid-October and both Corrina and I will be attending in person in Edmonton to participate in the main BOG meeting as well as subcommittee meetings.

BOG Academic Affairs Sub Committee – Met this month, most of the focus of that committee was on discussions surrounding the SS Centre and communication with students.

BOG Institutional Advancement Sub Committee – Met this month, and did a lot of work on the editing of the annual report prior to its presentation to the BOG. There was also some work on AU Fundraising.

Hiring Committee – The hiring committee of the Dean of Faculty of Science and Technology met several times this month by phone and once in person in Edmonton. We were able to complete the process and have made a decision which has been approved by BOG but not announced as of the writing of this report. But should be announced shortly by AU at which time we will be able to publically say the name of the Dean.

The Registrar hiring committee has been focused on shortlisting candidates this month and will be finishing that process in early October and on the interview question development, interview stages, and hiring stages over October and early November.

Executive Blog – We have continued to write the executive blog and post it monthly. This month it was my turn to write it and I focused on the situation surrounding the SS Centre or Call Centre model and the Tutor model discussion ongoing at the university. I have gotten some good feedback about the blog from some members so I think it is great that we are going to continue to do it. Next month is our VPFA's turn and I look forward to seeing what she writes about.

ED Succession Plan – This process is now underway and is in the stage of collecting information for the consultant, we have not pushed too hard on it as we wanted to finish up the election policy changes for the bi election, the health care

plan, and the planner and intend to push harder on this project as soon as we clear up some of the 90% finished stuff in progress.

Health Care Plan – We are getting ready to finally launch this project for our membership on October 15, 2014. Which is very exciting for AUSU, this is a project has been worked on for several years and should have significant impact on our membership going forward.

GFC – The second part of the GFC special meeting regarding the SS Centre took place in mid-September. During the meeting AU's President made a clear commitment to make sure that from now on the SS Centre would be discussed and reported on in each GFC meeting going forward. This is a significant change from past AU management's positions on this. The push for a motion that asked for the implementation of the SS Centre to be essentially stopped from progressing further within the university until there is wide consultation with all stakeholder groups, through GFC, passed by a vote of 17 – 16. There were a lot of side discussion and meeting leading up this with various groups working to lobby to get votes on this motion. What exactly the next stage on this issue is not clear as the meeting was adjourned the moment the motion passed.

GFC Exec – Dealt with by e-mail several technical procedural issues in regards to GFC.

Election Policy Project – The changes and recommendations in regards to the Election policy at AU have been completed by the consultant and AUSU executive. This policy will be given to council to review next both by e-mail and in a special working meeting after our next council meeting. Once council's changes and recommendations are put in to the policy it will be forwarded to our lawyer for review and feedback and then ultimately voted on for approval implementation. We will then move to start the bi election process.

SS Centre – A letter was as discussed with council was sent to AU President and VP Academic outlining the main concerns and questions that AUSU has in regards to the Centre and potential learning model change. We are waiting on a response to the questions and look forward to seeing the President later in October in person to get an idea of how the answers are progressing.

E-text – The executive has reviewed the latest E-text survey from AUSU in detail and have begun a process of summarizing the key concerns and needs of our membership on this issue. We will be moving towards developing a clear position statement on what we at AUSU expect AU to do in regards to this issue and will be forwarding it to the AU executive for discussion and feedback. Like the SS Centre letter once we have a clear draft of the key points we will be coming to

council for feedback and discussion to make sure we got all of council's direction on the AUSU position.

Membership Orientation Package – We have begun work on a Membership Orientation Package. This is a package that had been in develop by the last few AUSU councils and never completed. So we are going through a process of pulling all the components together and rebuilding it. The idea is that the completed package will be sent out to all new members when they start at AU helping them know what resources are available to them at AU and AUSU.

CAUS – We are moving towards looking at joining CAUS, we have finally been able to book a meeting with them for October. I will be traveling to Edmonton on October 9, 2014 to meet with their executive and staff and figure out the next steps of the process.

AUGSA and Mobile APP – AUGSA approached us at the board retreat with an opportunity to join with them in implementing an app for members of both AUSU and AUGSA. We met with AUGSA and the proposed APP company, while the APP looked interesting there were some problems with the ability to have both brands (AUSU and AUGSA) within the APP and the time line that was being pushed was not fast enough to do proper due diligence and consultant with council so we ultimately rejected the idea. AUGSA has as well and hopes to keep working with us on a joint project in this area. We will keep investigating this project and hopefully find the right solution.

RFP – The RFP deadline has passed, the executive has reviewed the proposals that were provided in response to our RFP. The proposals that will work for AUSU have been forwarded to council for review and recommendation on questions. The next step is the executive will arrange interviews with the organizations and provided a recommendation to council for approval.

AU Staff Tuition Policy – I met with AU's president in regards to their Staff Tuition Policy. AU would like AUSU and AUGSA to ensure there is a process for informing an AU staff that enters courses at AUSU of the potential conflict of interest's issues if they participate in our council or committees. As a result of that conversation we have begun working to get a letter of agreement with the AU on this issue going forward.

AU Senior Management Meeting – In addition to the meeting we had with AU's senior executive at the board retreat we had a separate meeting with AU VP Academic in which we discussed a variety of issues including the SS Centre and E-text. We were able to get a idea of where she for saw the E-text issue going. While we cannot publically comment on that yet we felt it was very positive for

our membership. We also were informed that AU had agreed to allow a AUSU representative back on the budget committee. This is a position that we had lost in the past and have been lobbying to get back for a while. So it was good news that we were able to get a seat at the table on this committee. Corrina our VPFA will be representing us this year.

Meetings

AUSU Exec Meeting – September 3
AUSU Finance Meeting – September 4
AUSU Meeting with Finance Advisor – September 8
AUSU Exec Meeting – September 9
AUSU Council Meeting – September 10
AUSU Meet with Awards Chairs – September 10
AU BOG – Retreat – September 11th – 12th
GFC – Special Meeting Pre-call – September 16
AUSU Exec Meeting – September 16
GFC – Special Meeting – September 17
AUSU Meeting with Cindy Ives & AU Finance – September 17
BOG Meeting – September 18
BOG Institutional Advancement Meeting - September 18
BOG Academic Affairs Committee Meeting – September 18
AU President Meeting – September 23
AUSU Exec Meeting – September 24
AUGSA President Meeting – September 25
AUSU Meeting with AUGSA Exec – September 26
Dean of Science Hiring Committee Edmonton – September 27
AUSU Exec Meeting – September 29

Hours

My weekly average: 35.19 hours

Week of:	Hours
August 31 – September 6	31.75
September 7 – September 13	42
September 14 – September 20	35.25
September 21 – September 27	36.5
4 Week Average	36.38

I have reviewed the timesheets of the other execs and found that their 4 week average for September was in compliance with policy.

AUSU Executive Report

Kim Newsome, VP External and Student Affairs

Prepared: September 30, 2014

Current Issues



GFC

Part 2 of the GFC special meeting regarding the SSC was held on September 17. At the beginning of the meeting, President Peter MacKinnon made a commitment that each GFC meeting would include a report/discussion on the SSC. There was a large turnout for the meeting and a lot of discussion. It seemed clear that there was a divide between those that thought the SSC was a matter that should have been handled by GFC and those that did not. In the end, a motion passed (17-16) that before further implementation of the SSC, the matter would be brought to the GFC for discussion, consultation and recommendation.

At this point there has been no discussion on any actions that would result from this motion passing.

GFC – ALEC & LSWG

LSWG – September 12. This was the first meeting I attended of this new group. The meeting consisted of agreeing on a plan for the group. The group will meet every 3rd Friday (normally) for 1 hour. Each meeting will consist of discussing one of the documents that are posted in The Landing group. The goal of the group is to provide recommendations to GFC on what to do with the original report that was completed in the spring of this year. The group will finish it's work by end of February 2015.

So far it seems a bit confusing to me as ALEC has now mentioned including more consultation in this group's work. However, we were tasked at making recommendations on how to use the original report, and not tasked with editing or changing the original report. I will update as things unfold. If any of you are interested in the documents that this committee is reviewing, as well as the first report, you can visit our group on The Landing.

ALEC – September 23. This was the first meeting this year for this group. Cindy Ives is chairing this group and the first order of business was to add 3 meetings to the schedule as she felt this group is important and should meet more often. The time was also extended from 2 hours each meeting to 2.5 hours each meeting.

There are currently numerous vacant seats and a call has gone out for nominations.

October 2014 Council Meeting

The meeting consisted of 2 presentations from IT on the ICT (Information & Communication Technology) Structure and Mapping AU's OLE (Open Learning Environment). There was also an interesting discussion on minimum standards for online access and computer hardware which will continue at future meetings.

GFC – SAC

No meetings since last report. First meeting of this academic year is October 7, 2014.

AUSU Committees

MECC continues to work on the planner. Lots of great ideas have come forward for content. This project will continue through October.

Awards continues to be busier than ever with applications. The November deadline is approaching and we expect to get another large number of applicants.

Social Media

The executive continue to focus on having a larger presence in social media and brainstorm ways to engage members and gain more followers.

AUSU Goals & Planning

All exec members are working on the goals assigned to their role. I will give an update on ones that were assigned to me as they come up in our schedule:

Investigate Mobile App – an opportunity came up to meet with AUGSA and partner with them in creating a mobile app. After meeting with AUGSA, receiving a brief 15 minutes presentation, testing apps currently put out by that company, and having a further discussion with the company representative, it was concluded that the lack of ability to incorporate AUSU branding (because it would be shared with AUGSA) was not a benefit at this time. However, investigation into a mobile app will continue with this company and others.

Lobbying – the first step in investigating joining lobby groups is for Jason to meet with CAUS. A date for this has been set.

I will also be reviewing our lobby documents so that they can be updated. This has taken a bit of a back seat during September as the month was overly busy with meetings, election project, awards, RFPs and policies.

Career Links Page – Work on this will begin, in cooperation with MECC, once work on the planner is finished.

Meetings

AUSU Exec Meeting – September 3
AUSU Finance Meeting – September 4
AUSU Meeting with Finance Advisor – September 8
AUSU Exec Meeting – September 9
AUSU Council Meeting – September 10
AUSU Meet with Awards Chairs – September 10
GFC – LSWG2 – September 12
GFC – Special Meeting Pre-call – September 16
AUSU Exec Meeting – September 16
AUSU Awards Meeting – September 16
GFC – Special Meeting – September 17
AUSU Meeting with Cindy Ives & AU Finance – September 17
GFC – ALEC – September 23
AUSU Exec Meeting – September 24
AUSU Meeting with AUGSA Exec – September 26
AUSU Exec Meeting – September 29

Hours

Weekly Breakdown

Week of:	Hours
Aug 31 – Sept 6	32
Sept 7-13	32.5
Sept 14-20	28.5
Sept 21-27	27.25
4 Week Average	30.06

Timesheets and Compliance

I have reviewed the timesheets of the other execs and found that their 4 week average for September was in compliance with policy.

News Roundup

Although this has been a very busy month for us, I didn't seem to flag very many news articles. Now that I am reviewing them for sharing, it seems I am either particularly drawn to ones about mental health, or the topic of mental health is a focus for a lot of PSE.

New partnership provides additional mental health services to UPEI students:

The University of Prince Edward Island has announced a partnership with private mental health services provider Shepell-FGI that it says will significantly enhance the mental health and other support services available to its students. The partnership will allow students to access mental health supports after-hours and on weekends, 365 days a year. A variety of professionals, including counsellors, nutritionists, lawyers, and financial experts will be able to provide advice to students on a range of issues such as relationships, childcare, landlord/tenant issues, and health and financial issues. [UPEI News](#) | [CBC](#)

CFS-NS launches mental health awareness program: The Canadian Federation of Students – Nova Scotia has launched a new campaign to raise awareness about student mental health and to prompt PSE institutions to [invest](#) in mental health [support](#). “Student mental health has been a growing concern for years ... Students have become very concerned with, often, the lack of services [on] campus,” said CFS-NS Chairperson Anna Dubinski. Dubinski said that the challenges faced by many students, including moving away from home, part-time jobs, and academic pressures, can exacerbate mental health issues, but claims that student debt is the primary [stressor](#). [Global News](#) | [CFS-NS](#)

Osgoode Hall launches website for law student mental health: York University’s Osgoode Hall Law School, with the support of Ontario, has launched JustBalance, a new website that offers resources for law student wellness and mental health. The University of Toronto, the University of Ottawa, the University of Windsor, Queen’s University, Western University, and Lakehead University are also members of the website. JustBalance provides support for students dealing with anxiety, stress, or other mental or physical health concerns. [YorkU News Release](#)

AUSU Executive Report

Corrina Green, VP Finance and Administration

Prepared: September 30th, 2014

Current Issues



Policy

We are back on track with policy review. We reviewed 4 policies this month as scheduled to ensure that all policies will be reviewed before their mandatory review date.

BOG – Strategic Planning Retreat

I had the pleasure of attending this event in person from September 10th to the 12th. It was an excellent chance to get to know the other members of the board as well as take part in some planning and learning about strategic initiatives. Being new to council and this role, this retreat was very informative and educational for myself. As a side note to this, it also gave me the chance to meet Jason Nixon in person as well as the President of AUGSA and gave us a chance to talk about some possible joint projects with the graduate student union. Jason and I also had the opportunity to meet with Dr. McKinnon while we were there and voice some of our concerns. I also did my in-person board orientation with the University Secretariat while I was there.

Health Plan

The health plan is in the end stages of completion! Tamra has done a massive amount of work to get this completed and we likely will see the rollout in October! There has been a new FAQ page added to the website. This is a very exciting time for our members that have been asking for this plan and to finally see it coming to fruition.

Elections Policy

Exec. has made all the changes necessary to the Election policy. This will be sent to the lawyer for review very shortly, then forwarded onto council for the final approval. This policy was long and covered a lot of ground. Hopefully, the new revisions will make it a better working policy.

Student Support Centre

We have forwarded on the letter that we developed that essentially asked 10 questions of Dr. McKinnon about the Student Support Centre. We want to ensure that all of the students concerns have been addressed before the SSC is implemented. We are anxiously awaiting his response!

Staff Reviews

A six month informal review was done this month for the part-time admin. position in the office. The review was done by the Executive Director and was positive.

E-Text Survey

September has been an extremely busy month and we will be looking at ways to compile the information and how best to present it in the near future.

Succession Planning

A motion was passed in September to hire a consultant to help with the process of succession planning. We are currently compiling all the information requested from the consultant so that the review can begin.

Investment Advisor

Exec. met with our TD investment advisor this month and he gave us a recommendation as to where to put some of our money as the trade halt was finally lifted from our account on completion of all the paperwork. The recommendation was forwarded to the Finance Committee where it was approved with a 5-1 vote in favour.

Meetings with AU Senior Management

We met with Cindy Ives this month as scheduled. These meetings are great for us as an organization as we are more connected with AU as well as it gives us a chance to air our concerns. We have more meetings planned with Dr. Ives in the future and are working on setting up others with other senior execs. at AU.

Committees

AU – BOG met this month both at the Strategic Planning Retreat as well as we had one meeting in the following week to approve the Annual Report.

AU – Property and Finance Committee met this month. Nothing to report from this.

October 2014 Council Meeting

GFC –SAAC met twice during September to render decisions on academic cases. Nothing to report out of the ordinary. The committee’s regular bi-weekly schedule is back in full swing.

AUSU – Awards Committee met this month and made decisions on the one-time awards that we were giving away! I am happy to report that we gave out an additional \$2000 in AUSU Bursaries and 8 E-readers to deserving and qualified candidates.

AUSU – MEC Committee has been very busy proofing the calendar pages for the planner. As well, we have been working on facts about AUSU and council “fun facts” for inclusion into next year’s planner.

AUSU – Finance met once over September. This was just a regular review of our financials. Finance also approved some changes to our investments based on a recommendation from our investment advisor.

Meetings

AUSU Executive Meeting – September 3rd

Finance Committee Meeting – September 4th

Meeting with Jason Senio – September 8th

AUSU Executive Meeting - September 9th

BOG – Retreat – September 10th – 12th

AUSU Executive Meeting – September 16th

AUSU Awards Committee – September 16th

Meeting with Dr. Ives – September 17th

BOG Property and Finance Committee – September 17th

BOG Meeting – September 18th

AUSU Executive Meeting – September 24th

GFC – SAAC Meeting – September 25th

Meeting with AUGSA – September 25th

AUSU Executive Meeting – September 29th

Hours

Timesheet and Compliance

Week Ending	Hours
September 7 th -2014	30.25
September 14 th -2014	47.75
September 21 st -2014	30.50
September 28 th -2014	26.75
TOTAL	135.25
AVERAGE PER WEEK	33.81

I have reviewed the hours of all the exec's for the month of September and have found they are both in compliance as per policy.