

## Minutes AUSU Council Meeting

### APPROVED – February 11, 2015

AUSU Council Meeting  
January 14, 2015  
Teleconference

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

**Call to Order:** 17:34 (MST)

### Agenda and Minutes

#### 1.0 Approval of Agenda

**Motion:** BIRT council adopt the meeting agenda as presented.

20150114.01 Friendly amendment to agenda to add a new motion, motion 10.0: BIRT policy point 7.02.20, point 3 be amended to read 'Computer Bursaries – (8 awards of one computer valued up to \$800 each before taxes and shipping)'.  
20150114.02 Friendly amendment to agenda, to change wording for all repealed policies from: BIRT AUSU repeal the presented updated copy of policy 9.XX for inclusion in our policy manual; to: BIRT AUSU repeal policy 9.XX.

A. Poulton/S. Wasylyshyn - Carried 8/0 -

#### 2.0 Adoption of Council Meeting Minutes

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

- 20150114.03 Friendly amendment to December 10, 2014 council meeting minutes, to add the following motion: **Email Vote Ratification:** BIRT AUSU accept the project of creating a mobile app jointly with AUGSA and that AUSU approves moving forward with project dependent on negotiating the service agreement with OOH LA LA. AUSU further approves a reserve draw for \$14,250 plus applicable taxes for the first of two of three payments to OOH LA LA. C. Green moved, J.Nixon seconded. Carried 8/0.
- 20150114.04 Friendly amendment to December 10, 2014 council meeting minutes to switch policy numbering.
- B. Arbeau/M. Daigneault - Carried 8/0 -
- 3.0 Motion:** BIRT AUSU council approves the recommended changes to Policy 3.04 Referendum and Plebiscite to be brought forward at the next AGM or SGM.
- M. Daigneault/K. Newsome - Carried 8/0 -
- 4.0 Motion:** BIRT AUSU accept the presented updated copy of Policy 1.03 Policy Manual Maintenance Administration for inclusion in our policy manual.
- 20150114.05 Friendly amendment to policy point 1.03.01 to read: 'Responsibility for the policy manual, shall rest with the VPFA and Executive Director as outlined in their applicable job descriptions'.
- S. Wasylyshyn/C. Villeneuve - Carried 8/0 -
- 5.0 Motion:** BIRT AUSU repeal Policy 9.04 Student Travel Expenses.
- K. Newsome/A. Poulton - Carried 8/0 -
- 6.0 Motion:** BIRT AUSU repeal Policy 9.11 Committee and Meeting Attendance Options.
- S. Wasylyshyn/M. Daigneault - Carried 8/0 -
- 7.0 Motion:** BIRT AUSU repeal Policy 9.13 Tutor Service Standards.
- B. Arbeau/C. Green - Carried 8/0 -

**8.0 Motion:** BIRT AUSU repeal Policy 9.14 Incentives For Program Students.

C. Green/M. Daigneault - Carried 8/0 –

**9.0 Motion:** BIRT AUSU repeal Policy 9.19 External Copyright.

S. Wasylyshyn/A. Poulton - Carried 8/0 –

**10.0 Motion:** BIRT policy point 7.02.20, point 3 be amended to read 'Computer Bursaries – (8 awards of one computer valued up to \$800 each before taxes and shipping)'.  
K. Newsome/C. Villeneuve - Carried 8/0 -

## **Reports**

**11.0 President's Report**  
Report Accepted.

**12.0 Vice President External's Report**  
Report Accepted.

**13.0 Vice President Finance's Report**  
Report Accepted.

**14.0 Executive Meeting Report**  
Report Accepted.

**15.0 Finance Committee Report**  
Report Accepted.

**16.0 Awards Committee Report**  
Report Accepted.

**17.0 MEC Committee Report**  
Report Accepted.

**18.0 Office Coordinator's Report**  
Report Accepted.

## **Reports Accepted as Presented**

A. Poulton/C. Green - Carried 8/0 -

**Meeting adjourned at 18:36 MST**  
S. Wasylyshyn moved.

**Next meeting date and time**

17:30 MST on February 11, 2015

# AUSU President Report

Jason Nixon, President



Athabasca University  
Students' Union

**Covers: January 2014**

**Prepared: February 5, 2014**

## Current Issues

**AU BOG** – Held formal meeting this month. The major focus of the AU BOG is currently on budget preparation, student enrolment concerns, and the Alberta provincial government's fiscal situation. Both AU's BOG and AU's executive continue to work towards developing a more stable funding envelope for the university going forward. As well there has been significant attention by the board on institutional advancement and customer relations statistics.

AU's long serving Board of Governors chair, Mr. Barry Walker, will be retiring after 10 years of services to AU's BOG. There will be a dinner in Barry's honor in March which both Corrina Green and I will be attending on behalf of AUSU.

**Health Care Plan** – We have implemented the new FAQ and instructions section for the health care plan on AUSU's website. The health care plan still continues to be the top issue that membership is contacting AUSU for lately. However the volume has decreased.

We are now a few months in to the program and are working with the health care provider to evaluate the enrolment numbers and the claim numbers to determine the success of the program so far and what future adjustments to the model may be required going forward. This has taken up considerable amount of my time this month. This process is still ongoing between myself and the insurance provider and I anticipate being able to report on it in detail in March.

**GFC Exec** –Worked mainly routine motions and governance issues.

**Election Policy Project** – During January we received the feedback and the answers to the question provided during councils initial review of the election policy from AUSU's lawyer. The exec worked with legal advisor to address the noted areas that still needed work with the draft policy and reviewed with the election policy consultant over the month of January. We were able to complete a final draft that we have sent to council with a recommendation to approve. With our anticipated approval of the final draft this will bring to an end the election policy development portion of the project.

In addition we are still working on the finalization and changes to the procedure and operations documents for the CRO based on the changes to the policy. Our lawyer and consultants have finished providing input on all the drafts we have worked through in this area and we are working to have those documents finalized and updated in the next few weeks.

The last area we will need to deal with is the minor bylaw changes that resulted from this project. We will be getting the recommendations in this area ready so they can be reviewed and voted on by our membership at our upcoming AGM.

**SS Centre** – We received a letter back with feedback to the questions and concerns that we raised in writing with AU executive in regards to the SS Centre. We have reviewed the answers provided by AU's VP Academic on this issue and are preparing a blog entry about the feedback to go up in February. From there we will be posting the feedback for students to review and getting their thoughts on the answers.

**AUGSA and Mobile APP** – The lawyer finished reviewing the Mobile APP contract over January as well as prepared a Memo of Understanding between AUSU and AUGSA in regards to this project. Both AUGSA and AUSU have now signed the Memo of Understanding. We have provided our requirements for changes, as per our lawyer's advice, to the app contract to the app provider. The app provider's legal team is making the necessary changes and we should be able to finalize the contract in early February. From there this project will go on the back burner till late spring and summer when we anticipate doing the work required to be able to launch in September. AUSU and AUGSA planned the project this way to take advantage of the slower season to do the technical work.

**Website** – We continue to do work to get the website back up to date particularly on the back end. In January we also started the major IT projects that were scheduled for this year. Key areas that we have started work on are the online awards application process, bringing back course evaluations, and upgrading the calendar system. We are hoping to see some major movement on these projects over February and look forward to updating council on them.

**Annual Report** – With our yearly audit now successfully completed I have started working on our annual report for the 2013 / 2014 fiscal year. Portions of it are now written and we are hoping to have it done early this year and well in advance of the AUSU's spring AGM which we have also begun preparing for and will be held in April.

## Meetings

- January 5 – EI Meeting**
- January 5 – Website Meeting**
- January 7 – AUSU Exec Meeting**
- January 9 – GFC Exec Meeting**
- January 13 – AUSU Finance Committee Meeting**
- January 14 – AUSU Council Meeting**
- January 16 – Lawyer Meeting**
- January 19 – AUSU Exec meeting with Dr. Margaret Edwards**
- January 19 – Health Care Plan Meeting**
- January 21 – AUSU Exec Meeting**
- January 21 – AUSU Exec meeting with Dr. Lisa Carter**
- January 21 – Health Care Plan Meeting**
- January 22 – AU Board Meeting**
- January 28 – AUSU Exec Meeting**

## Hours

**My weekly average: 35.13 hours**

Week of:	Hours
January 4 – 10	34.25
January 11 - 17	35
January 18 - 24	35.5
January 25 - 31	35.75
4 Week Average	35.13

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

# AUSU Executive Report

Kim Newsome, VP External and Student Affairs

Prepared: January 30, 2015



## Current Issues

### **GFC**

No meetings in January.

### **GFC – ALEC & LSWG**

LSWG – 2 meetings held this month. The group continues to review 2-3 reports/studies per meeting and discuss pedagogy issues. Meeting content remains confidential. Work began on the final report during the January 30 meeting and will continue/wrap up at February's meeting.

ALEC – January 20. This meeting was fairly short compared to previous meetings. The main agenda item was related to ICT Governance Committee and upcoming IT projects for the year. The major project on the table is a Student Relationship Management software. This project is very expensive and it was clear that not everyone at the meeting supported such a large expenditure. However, it was made clear that this project is going ahead and its implementation is not up for discussion. Other projects that seemed to have lots of support were a Moodle upgrade and course renumbering. The discussions at the ALEC meeting would be reported back to the ICT Governance Committee.

### **GFC – SAC**

No meetings this month.

### **AUSU Committees**

January was fairly busy this month with several projects including a newsletter and gathering info for a Career Links page.

Awards has been quiet. I believe there was only 1 application that was reviewed by the committee but it did trigger lots of good discussion.

### **Social Media**

We put up several posts on our Facebook page this month which seemed to reach a lot of members. The AU Facebook page continues to receive new members and



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new conversations daily, compared to the AUSU forums which seem to receive a post once every 3-5 days.

### **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 – Service agreement was reviewed by AUSU lawyer and now AUSU and AUGSA will be taking this feedback to Oohlala to negotiate the final agreement.

Lobbying – Jason will be providing a report and recommendation regarding CAUS to council for discussion.

Mental Health – I have 3 proposals and will now write a short summary and submit to Exec for discussion and review.

Website Updates – Updates continue to be made as the website continues to be reviewed.

Awards Applications Online – Karyna and I have been working on updating the awards applications so they can be put online. This would mean that members would not have to print/scan/email their applications in but that they could actually fill them out online and upload the supporting documents. Our website contractor is gathering information in order to give us a quote and timeline for this project.

## Meetings

- January 7 – AUSU Exec Meeting
- January 8 – Student Success Group Meeting
- January 13 – AUSU Finance Committee Meeting
- January 14 – GFC – LSWG Meeting
- January 14 – AUSU Council Meeting
- January 19 – AUSU Exec meeting with Dr. Margaret Edwards
- January 20 – GFC – ALEC
- January 21 – AUSU Exec Meeting
- January 21 – AUSU Exec meeting with Dr. Lisa Carter
- January 28 – AUSU Exec Meeting
- January 30 – GFC – LSWG Meeting

## Hours

### Weekly Breakdown

Week of:	Hours
January 4-10	31
January 11-17	30.25
January 18-24	34
January 25-31	34
4 Week Average	32.31

### Timesheets and Compliance

I have reviewed Jason and Corrina's timesheets and found that their weekly averages for December were in compliance with policy.

## News Roundup

### AB approves market-modifier tuition fee increases to 25 PSE programs

Alberta has approved [market-modifier tuition fee increases](#) to 25 programs at PSE institutions in the province. The increases are based on institutional submissions and are designed to "correct tuition anomalies between programs in Alberta and across Canada." The increases will largely affect professional programs, including law and nursing; according to a statement released by the AB government, the market-modifier increases will affect less than 1% of all PSE programs, and approximately 8% of students. [overall tuition increases](#) [AB News Release](#) | [Globe and Mail](#)

### AthabascaU launches Business of Hockey Executive MBA

Athabasca University has announced a new Executive MBA program designed to prepare students for the business side of hockey. The Business of Hockey Executive MBA was developed in partnership with the non-profit Business of Hockey Institute (BHI) and lists NHL player agent Ritch Winter and Calgary Flames President of Hockey Operations Brian Burke as co-founders. [AthabascaU News](#) | [Calgary Sun](#) | [Sportsnet](#) | [Program Description](#) | [YouTube](#)

### Alberta opposition critic calls for review of PSE exec salaries

Alberta's advanced education critic has called for a review of executive salaries at the province's PSE institutions. "When looking at salaries there doesn't appear to be any rhyme or reason to what Alberta university presidents are making. This government needs to look at whether they're compensating people in a reasonable fashion with an eye to protecting the public purse," said Kent Hehr. [Calgary Herald](#)

## **Former uSask President Peter MacKinnon publishes book on PSE leadership**

Former University of Saskatchewan and current Athabasca University President Peter MacKinnon has written a book, *University Leadership and Public Policy in the Twenty-First Century*. The book, appearing in bookstores today, examines MacKinnon's time at the helm of uSask, and addresses notable events since his departure nearly 3 years ago.

[StarPhoenix](#)

## **AB seeing increase in student loan recipients**

An analysis performed by *Metro News* has found that Alberta's PSE students have been turning to federal and provincial student loans at double the growth rate of the rest of the country. *Metro* reports that the total number of students enrolled in PSE in the province between 2008–09 and 2012–13 has increased by 9,483, while the total number of students receiving some form of financial aid has increased by 20,939. 16.2% of that aid was provided in the form of provincial grants that do not need to be repaid. [Metro News](#)

# AUSU Executive Report

Corrina Green, VP Finance and Administration

Prepared: February 6<sup>th</sup>, 2015



## Current Issues

WOW! What a month! It has been very busy around AU this month, which in turn makes AUSU very busy! I hope that everyone is staying warm and enjoying the winter weather.

### Policy

We have reviewed 6 policies again this month. We are still on track to have all the policies reviewed that are required in this term year.

### Student Support Centre

We have received a formal, written reply from Dr. Ives in regards to the Student Success Centre. The next step will be deciding what to do with the information. This is something we will likely have a plan for come February.

### Meetings with AU Senior Management

We met with Dr. Lisa Carter, the Dean of Science and Technology as well as Dr. Margie Edwards, the Dean of Health Disciplines. Nothing really to report. We were given a brief overview of how their faculties are doing and where they feel there is need for change. Both faculties would like to have more student engagement, a problem that is felt AU wide.

### Hiring Committees

It was a very busy month for me with hiring at AU. I was part of both the Associate VP of Research and the VP of Student and Academic Services (a new position) committee. I am pleased to report that both committees have selected a candidate and that they will be announced publicly in the imminent future.

## **AU Budget Committee**

Nothing new to report here. The Executive Group at AU held their budget deliberations in January and the Budget Committee will reconvene in early February to hear the results of those deliberations.

## **Student Success Group**

I have been asked to be a part of the Student Handbook and Service Standards Working Group that falls under the Student Success Group. We met this month to come to an agreement about what we should be looking at throughout this process. How much can the group effectively change? We also had some discussion about the service standards and how they are not being met. Work will continue with this on a monthly or bi-monthly basis.

## **ICT Governance Framework**

I have been awarded the seats on the ICT Governance Committee, the Enterprise Resource Planning SAG and the Pedagogy and Research SAG. They have all met once this month with most of the focus being on what IT resources should go forward in the budget. A recommendation has been put forth to the Executive Group at AU from these committees. These committees meet on a monthly basis.

## **Committees**

**AU – BOG** met this month on January 22<sup>nd</sup>. We reviewed various reports from different factions of AU. I have nothing out of the ordinary report.

**AU – BOG Finance and Property** – Did not meet this month.

**GFC –SAAC** met once during January 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** received one application this month which was not approved.

**AUSU – MEC Committee** worked on career links for the entire Country this month.

**AUSU – Finance Committee** met once in January. This was just a regular review of our financials.

## Meetings

- AUSU Executive Meeting – January 7<sup>th</sup>
- AVPSAS Hiring Committee – Interviews all day – January 8<sup>th</sup>
- AVPSAS Hiring Committee – Interviews all day – January 9<sup>th</sup>
- AVPR Hiring Committee – Interviews all day – January 13<sup>th</sup>
- AUSU Finance Committee Meeting – January 13<sup>th</sup>
- AVPR Hiring Committee – Interviews all day – January 14<sup>th</sup>
- AUSU Council Meeting – January 14<sup>th</sup>
- AVPSAS Debrief Session – January 15<sup>th</sup>
- Meeting with Karyna and Jason – EFT Funds – January 15<sup>th</sup>
- Working Group – Student Handbook and Standards – January 16<sup>th</sup>
- Meeting with Dr. Edwards – January 19<sup>th</sup>
- AUSU Executive Meeting – January 21<sup>st</sup>
- Meeting with Dr. Carter – January 21<sup>st</sup>
- AU – BOG Meeting – January 22<sup>nd</sup>
- GFC – SAAC Meeting – January 22<sup>nd</sup>
- AU – BOG – Honorary Awards Meeting – January 22<sup>nd</sup>
- ICT Governance Special Meeting – January 26<sup>th</sup>
- ERP Service Advisory Group Meeting – January 27<sup>th</sup>
- Pedagogy and Research Service Advisory Group – January 27<sup>th</sup>
- AUSU Executive Meeting – January 28<sup>th</sup>

## Hours

### Timesheet and Compliance

<b>Week Ending</b>	<b>Hours</b>
January 11 <sup>th</sup> – 2015	29.25
January 18 <sup>th</sup> – 2015	30.75
January 25 <sup>th</sup> – 2015	30.00
February 1 <sup>st</sup> – 2015	30.25
<b>TOTAL</b>	<b>120.25</b>
<b>AVERAGE PER WEEK</b>	<b>30.06</b>

## February 2015 Council Meeting

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