



Athabasca University  
Students' Union

# Athabasca University Students' Union

## Council Meeting Agenda

Thursday April 14, 2016

4:30pm MST

- *Please consider the key ethical principles of AUSU, which are respect for persons, respect for the organization, and respect for the common good, during this meeting of Council, and when participating in any AUSU function.*
- *Attendees are encouraged to mute their phone lines when not speaking to reduce background noise for all participants. Mute your line by pressing \*6. Pressing \*6 again will unmute your line.*
- *Council meetings are working sessions of Council. Observers should refrain from speaking during the working portion of the meeting but are encouraged to participate in the Question & Answer Period at the end of the meeting or to contact the AUSU office with any questions that arise. Any member may also contact any Councillor or staff member with issues that they would like to see addressed on a future Council agenda.*

**Log in Protocol:** AUSU uses an on-line conferencing system. Go to <https://athabasca.pgimeet.com/AUSUCouncil>, select "Enter as a guest", enter your name and email address and click "Join Meeting". In a moment the "Connect Audio" box will pop up. Under the "Call My Phone" tab, enter your phone number and extension if applicable and click "Connect Me". The system will call your telephone for the audio component of the meeting. You can also connect audio through your computer but your speaker and microphone set-up may affect sound quality for you and other participants.

If, **and only if**, you do not have computer access for the meeting, you may join the audio only portion of the meeting by calling **1-877-806-9883** and entering the participant code **206869#**.

**Meeting Called By:** Shawna Wasylyshyn, President

**Type of Meeting:** AUSU Changeover Council Meeting

**Minutes:** Donette Kingyens, Communications and Member Services Coordinator

**Expected Participants**

**Outgoing Council:** President Shawna Wasylyshyn, Vice President External and Student Affairs Colleen Doucette, Vice President Finance and Administration Brandon Simmons, Councillor Megan Daigneault, Councillor Philip Kirkbride, Councillor Kim Newsome, Councillor Pierre Plamondon, Councillor Tamra Ross, Councillor Laura Zhu

**Incoming Council:** President Shawna Wasylyshyn, Vice President External and Student Affairs Brandon Simmons, Vice President Finance and Administration Kim Newsome, Councillor Josh Cross, Councillor Andrew Gray, Councillor Scott Jacobsen, Councillor Philip Kirkbride, Councillor Julian Teterenko, Councillor Dixie Tolliver

**Staff:** Executive Director Sarah Cornett, Communications and Member Services Coordinator Donette Kingyens, The Voice Editor Karl Low

**Members:**

**Absence:**

**Notice: THIS MEETING WILL BE RECORDED FOR EASE OF MINUTING AND WILL BE CONDUCTED USING ROBERT'S RULES OF ORDER WHEN NECESSARY TO ENSURE EFFICIENCY AND EFFECTIVENESS.**

### Agenda and Minutes

1.0 Approval of Agenda All

**Proposed Motion:** BIRT Council approve the agenda.

*2016-04-14 Council Agenda.pdf*

**2.0 Adoption of Council Meeting Minutes** All

**Proposed Motion:** BIRT Council approve the minutes of the March 10, 2016 regular council meeting.

*2016-03-10 Council Minutes DRAFT Rev1.pdf*

**Proposed Motion:** BIRT Council approve the minutes of the March 16, 2016 special council meeting to announce the general election results.

*2016-03-16 Special Council Minutes DRAFT.pdf*

**Proposed Motion:** BIRT Council approve the minutes of the March 31, 2016 special council meeting for the executive election.

*2016-03-31 Special Council Minutes DRAFT.pdf*

**Proposed Motion:** BIRT Council approve the minutes of the April 1, 2016 special council meeting.

*2016-04-01 Special Council Minutes DRAFT.pdf*

**Note:** Approval of all council minutes, for special, regular, and interim council meetings, takes place at the next regular public meeting. If there are in-camera sessions, those minutes will be circulated only to those individuals who took part in the session.

**Old Business**

**3.0 Review of Action Items** All

**Note:** The status of the action and agenda items at the bottom of the most recent regular council minutes (March 10, 2016 in this case) will be reviewed briefly.

**4.0 Ratification of Previous Email Votes** C. Doucette

**Email Vote Ratification:** BIRT AUSU Council adopt the presented copy of Policy 9.06 - Technology and Infrastructure for inclusion in the policy manual.

**S. Wasylyshyn/K. Newsome** **Carried 8/0**

Note: No email vote received from T. Ross.

*Policy\_9.06\_Technology\_and\_Infrastructure - Approved 2016-03-20.pdf*

**Email Vote Ratification:** BIRT AUSU Council adopt the presented copy of Policy 9.16 - Co-Op Programs and Job Placements for inclusion in the policy manual.

**S. Wasylyshyn/K. Newsome** **Defeated 0/9**

*Policy\_9.16\_Coop\_Programs\_and\_Job\_Placements - Defeated 2016-03-31.pdf*

**Information and Discussion Items**

**5.0 Policy Revisions** Executive

**Note:** These policies are for discussion only and not intended for approval at this meeting. Executive will prepare edits based on the discussion for approval at a future council meeting.

**5.1 Policy 2.04 Council Governance: Discipline**

*Policy\_2.04\_Council\_Governance\_Discipline.docx*

5.2 **Policy 2.08 Council Governance: Meeting Attendance**  
*Policy\_2.08\_Council\_Governance\_Meeting\_Attendance.docx*

**Reports**

**6.0 Reports for the Month of March 2016**

**Note:** Regular monthly reports from executive, staff, and committees are circulated prior to the meeting. Any updates or highlights will be presented by the author of the report. Questions regarding the reports may be posed.

- |            |   |               |
|------------|---|---------------|
| <b>6.1</b> | <b>President's Report</b><br><i>2016-03 President Report.pdf</i>                                    | S. Wasylyshyn |
| <b>6.2</b> | <b>Vice President External and Student Affairs' Report</b><br><i>2016-03 VP External Report.pdf</i> | C. Doucette   |
| <b>6.3</b> | <b>Vice President Finance and Administration's Report</b><br><i>2016-03 VP Finance Report.pdf</i>   | B. Simmons    |
| <b>6.4</b> | <b>Executive Meeting Reports</b><br><i>2016-03 Executive Meeting Report.pdf</i>                     | S. Wasylyshyn |

**Note:** Executive meeting reports are not public documents. Any decisions made by the Executive appear in a separate public report for ratification by Council. The Executive meeting report is circulated to Council for review and acceptance in their role as the governing council of AUSU.

- |             |  |             |
|-------------|--|-------------|
| <b>6.5</b>  | <b>Finance Committee Report</b><br><i>2016-03 Finance Committee Report.pdf</i>   | B. Simmons  |
| <b>6.6</b>  | <b>Awards Committee Report</b><br><i>2016-03 Awards Committee Report.pdf</i>   | K. Newsome  |
| <b>6.7</b>  | <b>Member Engagement and Communication Committee Report</b><br><i>2016-03 MEC Committee Report.pdf</i>   | C. Doucette |
| <b>6.8</b>  | <b>Executive Director's Report</b><br><i>2016-03 Executive Director Report.pdf</i>   | S. Cornett  |
| <b>6.9</b>  | <b>Communication and Members Services Coordinator Report</b><br><i>2016-03 Communications Coordinator Report.pdf</i><br><i>Newsletter Stats.xlsx</i> | D. Kingyens |
| <b>6.10</b> | <b>Acceptance of Reports</b>   | All         |

**Proposed Motion:** BIRT Council accept the reports as presented.

**Second Reading – Bylaw Amendments**

**7.0 Bylaw Amendment – Second Reading**

**Proposed Motion SECOND READING:** BIRT AUSU council approve bylaw amendments to bring the process of AUSU bylaw amendment in line with the Post-Secondary Learning Act of Alberta, section 95 (1) and 95 (2), whereby creation and amendment of bylaw is the sole responsibility of council, by repealing the following portion of Article 10 Amendment:

These bylaws may be amended, in whole or in part, by a special resolution of AUSU as defined in these bylaws.

and replacing it with the following:

10.1 Amendment

These bylaws may be amended, in whole or in part, by motion of council passed by a two thirds majority on first reading at a public meeting of council, and passed by a two thirds majority on second reading at a public meeting of council to be held no sooner than 30 days and no longer than 90 days from the first reading.

10.2 Notice to Members

10.2.1 AUSU will provide the membership with 21 days' advance notice of a meeting in which the first reading of a motion to amend the bylaws will be brought forward.

10.2.2 The notice to members will include the proposed bylaw amendments and the rationale behind the proposal.

10.2.3 The notice will include details of the member consultation opportunities prescribed by section 10.3.

10.3 Member Consultation

10.3.1 AUSU will provide a minimum of two member consultation opportunities, which may include town hall style meetings, online forums, or other as deemed appropriate by council.

10.3.2 A minimum of three AUSU Councillors, including at least one Executive Officer, must participate in each of the member consultation opportunities.

## New Business

**8.0 Policy Revisions** Executive

**8.1 Policy 3.04 Referendums, Plebiscites, and Petitions**

**Proposed Motion:** BIRT AUSU Council adopt the revised copy of Policy 304 – Referendums, Plebiscites, and Petitions for inclusion in the policy manual.

*Policy\_3.04\_Referendum\_Exec\_Edits.docx*

## In-Camera Session

**9.0 Council Discipline** S. Wasylyshyn

**9.1 Meeting to go In-Camera for Discussion**

**Proposed Motion:** BIRT AUSU go in-camera.

*In Camera Tip Sheet.pdf*

**Note:** If the motion is carried, those attendees not on the current council will be asked to leave the meeting during the discussion and invited to rejoin the meeting to observe the decisions and any motions arising from the discussion.

**9.2 Councillor Attendance Instance 1**

*2016-04-14 In Camera Info Sheet-COUNCIL ONLY.pdf*

**Note:** This report will be circulated only to those eligible to attend the in-camera session.

**9.3 Councillor Attendance Instance 2**

*2016-04-14 In Camera Info Sheet-COUNCIL ONLY.pdf*

**Note:** This report will be circulated only to those eligible to attend the in-camera session.

**9.4 End of In-Camera**

**Motion:** BIRT AUSU come out of the in-camera session.

**9.5 Motions Resulting from In-Camera Session**

The motions regarding councillor attendance will be outside of the in-camera session for transparency.

**New Business**

**10.0 Council Changeover**

S. Wasylyshyn

**10.1 Old Council Dissolution**

**Proposed Motion:** BIRT the AUSU council for the 2012-2014 term is officially dissolved.

**10.2 New Council Oath of Office**

President Shawna Wasylyshyn will welcome the new councillors to the table and lead them in reciting the Oath of Office. Note that the Oath of Office has been signed and returned by all incoming Council members.

*Councillor Oath Document.pdf*

**From this point on, all motions will be moved, seconded, and voted on by the new council. Outgoing councillors are welcome to remain as observers if they wish.**

**10.3 Confirmation of New Executive**

**Proposed Motion:** BIRT AUSU council confirms that the new council executive, effective immediately, shall be Shawna Wasylyshyn, President; Brandon Simmons, Vice President External and Student Affairs; and Kim Newsome, Vice President Finance and Administration, as duly elected by the councillors-elect on March 31, 2016.

**11.0 Election/Appointment of AUSU Standing Committee Seats**

S. Wasylyshyn

**11.1 Finance Committee**

**Note:** There is no limit to the number of councillors who may be on this committee.

**Proposed Motion:** BIRT Council approve the following appointments to the Finance Committee:

VPFA Kim Newsome ex-officio as Chair, President Shawna Wasylyshyn ex-officio,

\_\_\_\_\_

\_\_\_\_\_ and Executive Director Sarah Cornett ex-officio (non-voting).

**11.2 Awards Committee**

**Note:** At least one and not more than three Councillors may be on this committee in addition to the chair and the president. If more than three councillors want the available seats, an election will be held using a procedure similar to the executive elections.

**Proposed Motion:** BIRT Council approve the following appointments to the Awards Committee:

\_\_\_\_\_ as Chair, President Shawna Wasylyshyn ex-officio,  
\_\_\_\_\_  
\_\_\_\_\_, and Executive Director Sarah Cornett ex-officio (non-voting)

### 11.3 Member Engagement and Communication Committee

**Note:** Up to three councillors, in addition to the VPEX and president, may be on this committee. If more than three councillors want the available seats, an election will be held using a procedure similar to the executive elections.

**Proposed Motion:** BIRT Council approve the following appointments to the Member Engagement and Communication Committee:

VPEX Brandon Simmons as Chair, President Shawna Wasylyshyn ex-officio,  
\_\_\_\_\_  
\_\_\_\_\_  
Executive Director Sarah Cornett ex-officio (voting member), and  
Communication and Member Services Coordinator Donette Kingyens as key  
resource person.

## Question & Answer Period

### 12.0 Question & Answer Period

S. Wasylyshyn

Observers are encouraged to participate in the Question & Answer period.

This is a regular part of this meeting and as such will be recorded, will follow Robert's Rules of Order, and will be minuted.

This section of the meeting will be limited to 30 minutes in length.

Each observer will be limited to one question per meeting in order to allow access to as many participants as possible. Each observer may ask one corollary question for each of their original questions. At the discretion of the Chair, and if time allows, one additional question may be asked by an observer.

The Chair will direct the question to the appropriate Councillor or staff member for a response.

Observers are also invited to contact the AUSU office with any questions that arise from the meeting at [ausu@ausu.org](mailto:ausu@ausu.org), 780.497.7000, or 1.855.497.7003.

## Next Meeting and Adjournment

The next meeting of Council will be set at the call of the chair.

Motion to Adjourn