



Athabasca University
Students' Union

Athabasca University Students' Union

Council Meeting Agenda

Tuesday May 5, 2016

4:30pm MDT

- *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>, If you have not used the system recently, you may get a screen with the account number and asking for a password. If so, click "(This is not me)", and in the next screen you should be asked for your name and email address. Enter those and click "Join Meeting". On the next screen you can either create your own individual password and click "Register", or you can click "Continue as guest" (small grey type below the orange "Register" button).

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#. **Please do remember that any time you use this option you cost AUSU an extra per-minute fee.**

Meeting Called By: Shawna Wasylyshyn, President

Type of Meeting: AUSU Council Meeting

Minutes: Donette Kingyens, Communications and Member Services Coordinator

Expected Participants

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:

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. <i>2016-05-10 Council Agenda.pdf</i>	
2.0	Adoption of Council Meeting Minutes	All
	Proposed Motion: BIRT Council approve the minutes of the April 14, 2016 changeover council meeting. <i>2016-04-14 Council Minutes DRAFT.docx</i>	

Proposed Motion: BIRT Council approve the in camera session minutes of the April 14, 2016 changeover council meeting.

2016-04-14 In Camera Minutes - PARTICIPANTS ONLY_DRAFT.docx

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.

Note: Because both of the minutes for approval are for meetings with participants no longer on council, they were circulated to previous council members for comment. Any comments will be reported to current council at or before the meeting.

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 (April 14, 2016 in this case) will be reviewed briefly.

Information and Discussion Items

4.0 June Council Meeting in Edmonton S. Cornett

Update on plans and preparation.

New Business

5.0 Policy Revisions Executive

5.1 Policy 1.01 POLICY MANUAL *Creation, Format, Maintenance & Review*

Proposed Motion: BIRT AUSU adopt the updated copy of Policy 1.01 POLICY MANUAL *Creation, Format, Maintenance & Review* for inclusion in the policy manual.

Policy_1.01_Policy_Manual_Creation_Format_Maintenance_Exec_Edits.docx

Policy_1.01_Appendix_A.xlsx

5.2 Policy 2.16 COUNCIL GOVERNANCE *Email Voting*

Proposed Motion: BIRT AUSU adopt the new Policy 2.16 COUNCIL GOVERNANCE Email Voting for inclusion in the policy manual.

Policy_2.16_Council_Governance_Email_Voting_Exec_Edits.docx

5.3 Policy 8.04 TERMS OF REFERENCE *Member Engagement and Communications Committee*

Proposed Motion: BIRT AUSU adopt the updated copy of Policy 8.04 TERMS OF REFERENCE *Member Engagement and Communications Committee* for inclusion in the policy manual.

Policy_8.04_TOR_MECC_Exec_Edits.docx

5.4 Policy 8.02 TERMS OF REFERENCE *Awards Committee*

Proposed Motion: BIRT AUSU adopt the updated copy of Policy 8.02 TERMS OF REFERENCE *Awards Committee* for inclusion in the policy manual.

Policy_8.02_TOR_Awards_Committee_Exec_Edits.docx

5.5 Policy 8.01 TERMS OF REFERENCE Finance Committee

Proposed Motion: BIRT AUSU adopt the updated copy of Policy 8.01 TERMS OF REFERENCE Finance Committee for inclusion in the policy manual.

Policy_8.01_TOR_Finance Committee_Exec_Edits.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.

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|---|--|----------------------------|
| 6.1 | President's Report
<i>2016-04 President Report.pdf</i> | S. Wasylyshyn |
| 6.2 | Vice President External and Student Affairs' Report
<i>2016-04 VP External Report.pdf</i> | B. Simmons |
| 6.3 | Vice President Finance and Administration's Report
<i>2016-04 VP Finance Report.pdf</i> | B. Simmons /
K. Newsome |
| 6.4 | Executive Meeting Reports
<i>2016-04 Executive Meeting Report.pdf</i> | S. Wasylyshyn |
| <p>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.</p> | | |
| 6.5 | Finance Committee Report
<i>2016-04 Finance Committee Report.pdf</i> | B. Simmons |
| 6.6 | Awards Committee Report
<i>2016-04 Awards Committee Report.pdf</i> | K. Newsome / J.
Cross |
| 6.7 | Member Engagement and Communication Committee Report
<i>2016-04 MEC Committee Report.pdf</i> | B. Simmons |
| 6.8 | Executive Director's Report
<i>2016-04 Executive Director Report.pdf</i> | S. Cornett |
| 6.9 | Communication and Members Services Coordinator Report
<i>2016-04 Communications Coordinator Report.pdf</i>
<i>Newsletter Stats.xlsx</i> | D. Kingyens |
| 6.10 | Acceptance of Reports | All |

Proposed Motion: BIRT Council accept the April 2016 reports as presented.

Question & Answer Period

7.0 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 , 780.497.7000, or 1.855.497.7003.

Next Meeting and Adjournment

The next meetings of Council will be:

Tuesday June 14, 2016, 4:30 pm MDT by teleconference

Sunday June 26, 2016, Edmonton AB

Tuesday August 9, 2016, 4:30 pm MDT by teleconference (Tentative)

Tuesday September 13, 2016, 4:30 pm MDT by teleconference (Tentative)

Motion to Adjourn