



Athabasca University Students' Union

Council Meeting Agenda

Tuesday, November 8, 2016

5:30pm MDT

Athabasca University
Students' Union

- *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 Julian Teterenko, Vice President Finance and Administration Kim Newsome, Councillor Robin Bleich, Councillor Andrew Gray, Councillor Scott Jacobsen, Councillor Amanda Lipinski, Councillor Brandon Simmons, Councillor Dixie Toliver

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

Members: Bonita Arbeau, Lyle Harvey, Carla Knipe, Alex Pappas, Jennifer Simpson, Lisa Sinclair

Absent:

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	Adoption of Agenda	All
	Proposed Motion: BIRT AUSU Council adopt the agenda. <i>2016-11-08 Council Agenda.pdf</i>	

2.0 Approval of Council Meeting Minutes All
Proposed Motion: BIRT AUSU Council approve the minutes of the October 13, 2016 regular council meeting.

2016-10-13 Council Minutes DRAFT.docx

Note: Approval of all council minutes, for special, regular, and interim council meetings, takes place at the next regular public 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 (October 13, 2016 in this case) will be reviewed briefly.

New Business

4.0 Canadian Western Trust Company Authorization S. Cornett

Proposed Motion: BIRT:

1. the Student's Association of Athabasca University (the Company) open and operate one or more accounts with Canadian Western Trust Company (the "Custodian"). All transactions for the Company's account(s) shall be affected and controlled with respect to all matters pursuant to the terms and conditions of the Custodian's agreements with the Company governing such account(s) which agreement(s) are hereby ratified and confirmed.

2. the Authorized Signatories, specified in Schedule B to the Agreement, are hereby authorized and directed for and in the name of the Company to execute and deliver all such documents and do all such other acts such as provide on-going instructions as may be necessary or desirable to give effect to this resolution and/or may reasonably be required by the Custodian from time to time in connection with the opening and the continued operation and closing of the account(s).

3. any and all transactions for the Company's account(s) and any documents in connection therewith heretofore or hereafter by an Investment Manager on behalf of the Company are hereby ratified and confirmed.

4. All acts and things done and instruments of payment, agreements or other documents signed or purporting to be signed on behalf of the Company in the manner set forth in this resolution shall be valid and binding on the Company.

5. this resolution shall remain in full force and effect and be binding upon the Company until the Custodian has received written notification, in form and substance satisfactory to them, that this resolution has been repealed or replaced.

CWT - Sch B - Certificate of Authorized Parties - AUSU.pdf

CWT - Sch A - Board Resolution – AUSU.pdf

Note: These documents were circulated to the council by email prior to the meeting.

The signatories on the referenced Schedule B are President Shawna Wasylyshyn, VPFA Kim Newsome, and Executive Director Sarah Cornett.

5.0 Revised Goals List Executive

Proposed Motion: BIRT AUSU council adopt the 2016-2017 goals list as amended.

Draft 2016-2017 AUSU Goals - reduced.docx

6.0 Policy Revisions

Executive

Proposed Motion: BIRT AUSU adopt the updated copies of

Policy 2.03 Council Governance: Officer's Job Descriptions;
Policy 2.08 Council Governance: Meeting Attendance;
Policy 2.11 Council Governance: Committee Governance;
Policy 8.01 Terms of Reference: Finance Committee;
Policy 8.02 Terms of Reference: Awards Committee; and
Policy 8.04 Terms of Reference: Member Engagement and Communications Committee

in which minor edits were made as part of an executive workload management plan to address identified issues with the requirement of having the president be required to attend every committee meeting.

Policy_2.03_Council_Governance_Officers_Job_Descriptions_Exec_Edits.docx

Policy_2.08_Council_Governance_Meeting_Attendance_Exec_Edits

Policy_2.11_Council_Governance_Committee_Governance_Exec_Edits_v2.docx

Policy_8.01_TOR_Finance_Committee_Exec_Edits.docx

Policy_8.02_TOR_Awards_Committee_Exec_Edits.docx

Policy_8.04_TOR_MECC_Exec_Edits.docx

Note: Policy 2.12 Council Governance: Harassment was also approved by Executive as part of an informal review.

Reports

7.0 Reports for the Months of October 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>2016-10 President Report.pdf</i> | S. Wasylyshyn |
| 6.2 | Vice President External and Student Affairs' Report
<i>2016-10 VP External Report.pdf</i> | J. Teterenko |
| 6.3 | Vice President Finance and Administration's Report
<i>2016-10 VP Finance Report.pdf</i> | K. Newsome |
| 6.4 | Executive Meeting Report
<i>2016-10 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. | |
| 6.5 | Finance Committee Report
<i>2016-10 Finance Committee Report.pdf</i> | K. Newsome |
| 6.6 | Awards Committee Report
<i>2016-10 Awards Committee Report.pdf</i> | S. Jacobsen |
| 6.7 | Member Engagement and Communication Committee Report | J. Teterenko |

2016-10 MEC Committee Report.pdf

- 6.8 Joint Council/Voice Action Plan Committee Report** S. Cornett
2016-10 Joint C-V Committee Report.pdf
2016-10-26 Joint Council Voice Minutes DRAFT.pdf
2016-10-18 Joint Council Voice Minutes DRAFT.pdf
2016-09-14 Joint Council Voice Minutes.pdf
2016-08-23 Joint Council Voice Minutes.pdf
- 6.9 Executive Director's Report** S. Cornett
2016-10 Executive Director Report.pdf
- 6.10 Communication and Members Services Coordinator's Reports** D. Kingyens
2016-10 Communications Coordinator Report.pdf
Newsletter Stats.xlsx
- 6.11 Approval of Reports** All
- Proposed Motion:** BIRT Council approve the October 2016 reports as presented.

Question & Answer Period

- 8.0 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, December 13, 2016, 5:30 pm MDT - Public Meeting (Tentative)
Tuesday, January 10, 2016, 5:30 pm MDT - Public Meeting (Tentative)

Motion to Adjourn