



Athabasca University
Students' Union

Athabasca University Students' Union

Council Meeting Agenda

Tuesday, January 10, 2017

5:30pm MST

- *Please consider the key ethical principles of AUSU, which are respect for persons, respect for the organisation, 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 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:

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. 2017-01-10 Council Agenda.pdf	

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

2016-12-13 Council Minutes DRAFT.docx

Note: Approval of all public 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 (December 13, 2016 in this case) will be reviewed briefly.

4.0 Ratification of Email Motions

4.1 Holiday Expectations for Council and Executive – December 22, 2016

Proposed Motion: BIRT AUSU Council ratify the following email motion of December 22, 2016 for the record:

BIRT AUSU Council approve the attached additions to Policy 2.14 Council Governance: Councillor Responsibilities and Honoraria, and Policy 2.15 Council Governance: Executive Accountability and Compensation to define working expectations for general holidays and other scheduled AU closures.

S Wasylyshyn / K. Newsome

Carried 9/0

New Business

5.0 Policy Revisions Executive

Proposed Motion: BIRT AUSU Council adopt the updated copy of Policy 5.02 Human Resource Management: Staff Hiring (previously General Hiring and Management).

Policy_5.02_Staff_Hiring_EXEC_EDITS.docx

Proposed Motion: BIRT AUSU Council adopt the updated copy of Policy 5.03 Human Resource Management: Staff Management.

Policy_5.03_Staff_Management_EXEC_EDITS.docx

Proposed Motion: BIRT AUSU Council adopt the updated copy of Policy 5.04 Human Resource Management: Discipline and Dismissals.

Policy_5.04_Discipline_and_Dismissals_EXEC_EDITS.docx

Proposed Motion: BIRT AUSU Council adopt the updated copy of Policy 5.07 Human Resource Management: Staff Professional Development.

Policy_5.07_Staff_Professional_Development_EXEC_EDITS.docx

Proposed Motion: BIRT AUSU Council rescind Policy 5.01 Human Resource Management: Employee Definitions noting that the contents have been incorporated into other updated human resource policies or deemed unnecessary.

Policy_5.01_Employee_Definitions_EXEC_EDITS.docx

Proposed Motion: BIRT AUSU Council rescind Policy 5.05 Human Resource Management: Permanent Employees noting that the contents have been incorporated into other updated human resource policies or deemed unnecessary.

Policy_5.05_Permanent_Employees_EXEC_EDITS.docx

Proposed Motion: BIRT AUSU Council rescind Policy 5.06 Human Resource Management: Temporary Employees noting that the contents have been incorporated into other updated human resource policies or deemed unnecessary.

Policy_5.06_Temporary_Employees_EXEC_EDITS.docx

Reports

6.0 Reports for the Months of December 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>2016-12 President Report.pdf</i> | S. Wasylyshyn |
| 6.2 | Vice President External and Student Affairs' Report
<i>2016-12 VP External Report.pdf</i> | J. Teterenko |
| 6.3 | Vice President Finance and Administration's Report
<i>2016-12 VP Finance Report.pdf</i> | K. Newsome |
| 6.4 | Executive Meeting Report
<i>2016-12 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>2016-12 Finance Committee Report.pdf</i> | K. Newsome |
| 6.6 | Awards Committee Report
<i>2016-12 Awards Committee Report.pdf</i> | S. Jacobsen |
| 6.7 | Member Engagement and Communication Committee Report
<i>2016-12 MEC Committee Report.pdf</i> | J. Teterenko |
| 6.8 | Joint Council/Voice Action Plan Committee Report
<i>2016-12 Joint C-V Committee Report.pdf</i> | S. Cornett |
| 6.9 | Executive Director's Report
<i>2016-12 Executive Director Report.pdf</i> | S. Cornett |
| 6.10 | Communication and Members Services Coordinator's Reports
<i>2016-12 Communications Coordinator Report.pdf</i>
<i>Newsletter Stats.xlsx</i> | D. Kingyens |

6.11 Approval of Reports

All

Proposed Motion: BIRT Council approve the December 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:

Thursday, February 16, 2017, 5:30 pm MST – Public Meeting

Tuesday, March 14, 2017, 5:30 pm MST - Public Meeting (Tentative)

Motion to Adjourn