



Athabasca University
Students' Union

Athabasca University Students' Union

Council Meeting Agenda –

Approved March 24, 2017

Thursday, February 16, 2017
5:30pm MST

Meeting Called By: Shawna Wasylyshyn, President
Type of Meeting: AUSU Council Meeting
Minutes: Donette Kingyens, Communications and Member Services Coordinator

Participants

Council: President Shawna Wasylyshyn, Vice President External and Student Affairs Julian Teterenko, Vice President Finance and Administration Kim Newsome, Councillor Robin Bleich, Councillor Scott Jacobsen, Councillor Amanda Lipinski

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

Members: Bonita Arbeau, Barb Lehtiniemi, Josh Ryan

Absent: Councillor Andrew Gray (vacation), Councillor Brandon Simmons (vacation)

Meeting called to order at 5:30pm MT.

Agenda and Minutes

1.0 Adoption of Agenda S. Wasylyshyn

Motion: BIRT AUSU Council adopt the agenda.

R. Bleich / S. Jacobsen

Carried 6/0

2017-02-16 Council Agenda rev1.pdf

Andrew Gray and Brandon Simmons are both absent from the meeting on vacation.

2.0 Approval of Council Meeting Minutes S. Wasylyshyn

Motion: BIRT AUSU Council approve the minutes of the January 10, 2017 regular council meeting.

R. Bleich / S. Jacobsen

Carried 6/0

2017-01-10 Council Minutes DRAFT.docx

Motion: BIRT AUSU Council approve the minutes of the January 31, 2017 special council meeting.

R. Bleich / S. Jacobsen

Carried 6/0

2017-01-31 Special 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.

Note: Approval of all in-camera council minutes must be completed in camera. The following motion was approved in-camera following the January 10, 2017 council meeting.

BIRT AUSU Council approve the in-camera minutes of the December 13, 2016 regular council meeting.

J. Teterenko / A. Lipinski

Carried 7/0

Old Business

- 3.0 Review of Action Items** K. Newsome
There were no action items to review.

New Business

- 4.0 MEC Committee Appointment** J. Teterenko
Motion: BIRT AUSU council appoint councillor Amanda Lipinski to the AUSU Member Engagement and Communications Committee retroactively as of February 1, 2017.
S. Jacobsen / K. Newsome Carried 6/0

- 5.0 Social Media and Communications Strategy** J. Teterenko
Motion: BIRT AUSU council receive the 2017 Social Media and Communications Strategy as presented and as recommended by the Member Engagement and Communications Committee.
S. Jacobsen / K. Newsome Carried 6/0

2017 Social Media and Communications Strategy.pdf

The motion from the original agenda was revised to state that council would receive the strategy, instead of adopt it. The strategy should be the responsibility of MECC, and the change to the motion would leave the management, revisions, etc. in the hands of MECC rather than requiring adoption of future amendments by council.

The council goal to "Implement the Council approved AUSU Social Media Strategy" is now considered complete without actually using the term "adopt" in the motion.

It was also noted that the strategy should be an internal operations document instead of a strategic public document.

- 6.0 Meet & Greets** J. Teterenko
The council discussed opportunities for possible Meet & Greets, including both in person and virtual options.

One idea that was raised during a recent MECC meeting was virtual meet & greet for a specific geographical location to help students connect with other students in their area.

The following points were noted:

- It was suggested that we hold virtual meet & greets per province instead of city to make sure rural area students are included.
- It would be beneficial to have a councillor from the province present at the meet & greets.
- AUSU could make use of the teleconference system, although should keep in mind that there is a maximum limit of 125 people that can connect to the system.
- AUSU has tried to arrange teleconference meetings on other topics and were less than successful, but that may have been due to less interesting topics.
- Student may be more willing to log in for something as interesting as just meeting other students.
- Any councillor could facilitate a virtual meet & greet, although it would most likely be executives with experience facilitating the meet & greets.
- In the previous two successful meet & greets, the invites were sent directly through email instead of the newsletter program. Since Alberta and Ontario both have approximately 30% of AUSU members, that would be a lot of people to email. AUSU's email system only allows emails to be sent to 2000 recipients per day and only 500 per email, so this would need to be taken into consideration.

- The previous two meet & greets were successful due to a targeted subject line for students in a specific area, so this may be able to be done in the MailChimp program with a targeted subject line.
- It was suggested that AUSU make a Facebook event for the meet & greets.

Action Item – MECC to further discuss this and make arrangements for some meet & greets.

7.0 Joint Council/Voice Action Plan Committee Report

S. Jacobsen /
S. Cornett

Motion: BIRT AUSU Council approve the Joint Council/Voice Action Plan Committee report.

R. Bleich / S. Jacobsen

Carried 6/0

2016-11-02 Joint Council Voice Report rev2.pdf

Note: To further illustrate how the action plans will unfold, initial draft action plan worksheets were included. They are the beginnings of the more detailed action plans in four distinct areas noted in section 11 of the report and illustrate how specific actions will be managed, tracked, reviewed and assessed. They are for illustration purposes only and are not complete. More work on these documents will be the first step in implementing the recommendations of the committee.

Voice Website Action Plan.pdf

Voice Marketing Action Plan.pdf

Voice Content Development Action Plan.pdf

Voice Autonomy and Management Action Plan.pdf

Motion: BIRT AUSU council acknowledge and thank the Joint Council/Voice Action Plan Committee for their dedication and work, and dissolve the committee.

R. Bleich / K. Newsome

Carried 6/0

The committee was thanked for their work and dedication to AUSU. It was good to see such broad views, the committee members all participated, and all the work they did will be very beneficial to help The Voice and council move forward with improving The Voice.

8.0 2016-2017 Goals Progress

K. Newsome

The council briefly discussed quarterly review of AUSU's 2016-2017 goals. It was noted it was good to see how much progress had been made.

2016-2017 AUSU Goals_ Revised_ Qtr1.docx

9.0 Policy Revisions

Executive

Note: Updated Policy 1.01 Policy: Creation, Format, Maintenance & Review and Policy 4.01 Administration: Privacy Policy were approved by Executive as part of an informal review.

Policy_1.01_Policy_Creation_Format_Maintenance_and_Review_Exec_Edits.docx

Policy_4.01_Administration_Privacy_Policy_Exec_Edits.docx

Motion: BIRT AUSU Council rescind policy 1.03.

S. Jacobsen / A. Lipinski

Carried 6/0

Policy_1.03_Policy_Manual_Maintenance_Administration_Exec_Edits.docx

Executive felt this policy repeated points already covered by job description or records management policies.

Motion: BIRT AUSU Council adopt the updated copy of policy 2.16 Council Governance Email Voting and enforce it retroactively to Sep 1, 2016.

S. Jacobsen / A. Lipinski

Carried 5/1

Policy_2.16_Council_Governance_Email_Voting - DRAFT.docx

The following points were made:

- The issue that precipitated this policy review was an instance where a councillor hit the “reply” button instead of the “reply-all” button by mistake during an awards committee discussion, and was docked 1/3 point for a lack of participation. This is a harsh punishment especially for new councillors as they are learning their roles.
- The policy was revised to allow exceptions to the participation clause to take such situations into account.
- Concern was raised that the suggested policy changes to give 3 blanket exceptions per year was too lenient and gave too much leeway for councillor to not be involved.
- The policy needs to allow enough lenience to allow leeway for honest mistakes, but not make the policy overly complicated or overly lenient.
- It was suggested the policy could differentiate between making zero attempts to participate versus attempting to participate but making a mistake.
- It was suggested that council just pass a motion to waive the 1/3 absence for the specific scenario the precipitated this policy revision. However, there was concern that not modifying the policy leaves the situation open to occur again where a councillor is unjustly docked attendance points due to a mistake.
- Council agreed to reduce the number of exceptions to 2 instead of 3, and to make them for life instead of per year, as councillors should be learning from past mistakes.
- The exception should be updated to clarify that it applies only to hitting reply versus reply all, and not for a complete lack of participation in a discussion.

The revision to 2.16.17 was updated for clarity to state “...each councillor will be granted a lifetime maximum of 2 exceptions during a councillor’s tenure for failing to reply to the appropriate group email address for discussion or vote.”

Motion: BIRT AUSU Council adopt the updated copy of policy 4.02 Administration: Copyright Policy.

A. Lipinski / R. Bleich

Carried 6/0

Policy_4.02_Administration_Copyright_Policy_Exec_Edits.docx

Motion: BIRT AUSU Council adopt the updated copy of policy 4.03 Administration: Records Management.

A. Lipinski / R. Bleich

Carried 6/0

Policy_4.03_Administration_Records_Management_Exec_Edits.docx

10.0 Executive Changeover Date

Motion: BIRT AUSU council, notwithstanding policy section 3.02.27 which states that executive officers elected in conjunction with a mid-term executive election will take office at the close of the next council meeting, direct that executive officers elected at the midterm executive election scheduled for March 7, 2017, will take office at the close of the regular April council meeting in order to allow for a reasonable changeover period.

R. Bleich / A. Lipinski

Carried 6/0

For the last two executive changeovers, there were arrangements that had to be made before new executives could take on their roles as it is a substantial commitment. This motion allows for a little more leeway to allow new executives to adjust to the new role.

The meeting took a 4-minute recess and reconvened at 7:00pm MT.

Reports

11.0 Reports for the Months of January 2017.

Note: Regular monthly reports from executive, staff, and committees were 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.

11.1 President's Report

2017-01 President Report.pdf

S. Wasylyshyn

One highlight was noted that Shawna was involved in consultation for AU's new Academic Integrity Policy, which had a clause in it stating that students may not receive help from anything other than approved sources. Shawna asked what the definition of an approved source is, as students could try to get help on a question from a spouse, and they noted that was a good point and will take that under consideration when creating the next draft of the new policy.

Also of note, as part of her work Federal Policy Committee with CASA, Shawna completely rewrote the policy on the pan-Canadian accord for post-secondary education, which was passed unanimously. The policy updates call for the federal and provincial governments to come together to create consistency and mobility for students transferring across institutions, as well as calls for increased transfer credits and funding, including funding for distance education and online students.

11.2 Vice President External and Student Affairs' Report

2017-01 VP External Report.pdf

J. Teterenko

Both Shawna and Julian attended presidential installment ceremony in Athabasca, and attended an in-person Board meeting during the same trip which was very informative.

11.3 Vice President Finance and Administration's Report

2017-01 VP Finance Report.pdf

K. Newsome

It was noted that executive usually only meets once per week, but with the heavy work load such as getting through the bylaw revision, they met closer to twice per week.

11.4 Executive Meeting Report

2017-01 Exec Meeting Report.pdf

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.

11.5 Finance Committee Report

2017-01 Finance Committee Report.pdf

K. Newsome

The finance committee is now reviewing more documents including the payroll packages and payables package just to help them understand the oversight.

11.6 Awards Committee Report

2017-01 Awards Committee Report.pdf

S. Jacobsen

It was noted there was a unanimous vote to choose the winner of the Laurence Decore Award for Student Leadership.

A question was raised about whether the winner of the Laurence Decore Award for Student Leadership could be made public. For AUSU awards and bursaries, AUSU obtains a waiver form from each successful applicant before releasing their names publicly. However, for the Laurence Decore Award, all AUSU can do is submit our choice for the award to the government and they would distribute the funds to the winner. AUSU does not have a guarantee that the person AUSU chose will receive the funds for the award.

A question was raised about the statement that “this data represents year-end data for the 2016/2017 fiscal year.” Since it is not the end of the year, it was noted this should be changed to state current or ongoing data.

11.7 Member Engagement and Communication Committee Report J. Teterenko
2017-01 MEC Committee Report.pdf

The committee has worked on the social media communications strategy, brainstorming for meet & greets and the 2017 annual services survey.

11.8 Joint Council/Voice Action Plan Committee Report S. Cornett

There was no new report for January as the committee finished most of it’s work the previous month.

11.9 Executive Director's Report S. Cornett
2017-01 Executive Director Report.pdf

A lot of work was done in January on the bylaws, finishing up the final report notes for the Joint Council/Voice Action plan committee, implementing new payroll system, and the year end payroll.

A typo was corrected regarding the number of student who have not yet responded to AUSU’s numerous attempts to arrange refunds following the health plan discontinuance. It was noted that the auditors advised the remaining amount owing could be written off soon as it will have been 2 full years of trying to contact effected members.

11.10 Communication and Members Services Coordinator’s Reports D. Kingyens
2017-01 Communications Coordinator Report.pdf
Newsletter Stats.xlsx

It was noted that January had a significant increase in inquiries from students, particularly relating to course extensions and the AU third party review announcement.

It was also pointed out that January had the highest overall impressions for both Facebook and Twitter, which indicates AUSU’s social media efforts are effective.

11.11 Approval of Reports All

Motion: BIRT Council approve the January 2017 reports as amended.

R. Bleich / A. Lipinski Carried 6/0

Question & Answer Period

12.0 Question & Answer Period S. Wasylyshyn

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

Observers are also invited to contact the AUSU office with any questions that arise from the meeting at ausu@ausu.org , 770.497.7000, or 1.755.497.7003.

A member noted he was happy to see AUSU’s progress and looks forward to seeing where AUSU goes from here.

A question was raised about the debt a student owed that was being written off as per the Finance Committee report. AUSU previously had a councillor who committed to attend

AUSU's June 2016 in-person council retreat. AUSU paid for the flight but the individual cancelled at the last minute. As there was a cost to transferring the airline ticket to a different name, there was an agreement that the councillor would use the airline credit themselves and then pay AUSU back, but the councillor was since removed from council due to absences and did not pay AUSU back for the airfare. The finance committee decided against sending it to collections as part of the cost could be recovered by transferring the ticket to another name, so it was not worth collections for only a few hundred dollars.

A question was also raised about a note on the AUSU goals list to possibly raise student fees and what the background was to this. During the AUSU 2016 council retreat while discussing AUSU's budget, goals, and growth, council also discussed that AUSU fees have remained the same for over 12 years. Council decided to investigate what funds would be necessary to bring AUSU into the future, without reducing services, and increasing AUSU effectiveness, keeping AUSU membership at the forefront of their decisions. It was noted that AUSU has made a lot of effort to reduce current expenses and evaluate what services are most useful to AUSU members. However, AUSU cannot grow advocacy and services for the membership without raising fees. AUSU needs to determine what AUSU's long term goals are to determine what funds are necessary.

Next Meeting and Adjournment

The next meetings of Council will be:

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

Tuesday, April 11, 2017, 5:30 pm MST – Public Meeting

In a recent executive meeting, it was discussed that council will need to meet more often as there is a lot of work to be done, such as finishing bylaws, executive election, planning for the 2017 council retreat, etc. Council was asked to consider whether they are able to meet every other Tuesday in case it is necessary.

S. Jacobsen moved to adjourn at 7:43pm MT.

Summary of Action Items

Date	Status	Action Item and Responsible Party

Summary of Agenda Items

Date	Status	Agenda Item and Committee
Feb 17		Discuss and make arrangement for some meet & greets. MECC

January 2017

AUSU Executive Report

Shawna Wasylyshyn, President

Prepared: February 8, 2017

Current Issues



Committees:

AU Board of Governors – I attended the Installation Ceremony for Dr. Fassina on January 11, in Athabasca as a member of the Board. This was an exciting and positive day for Athabasca University, which saw representatives from institutions across Canada attend or send congratulations for our new President. The Minister of Advanced Education also attended and relayed some very positive comments and words of encouragement for our institution. Following the ceremony, the Board held an evening working session where we discussed how to increase our effectiveness as a Board and how to move forward positively as a team. On January 12, we had a full day Board Meeting where we approved a Provostial model for AU, discussed the upcoming budget process and reviewed several comprehensive reports provided by Dr. Fassina. I attended all of this in person in Athabasca, and while it meant 2 nights away from home and jam packed days of meetings; I cannot stress enough the value of attending in person. I had written in my report my concerns about AU's promise to consider individual circumstances of students in FHD was not occurring in reality, which sparked some questions to the Administration; who stated that as far as they know consideration is occurring.

Sub Committees:

BOG Honorary Awards – No meetings this month, nominations for AU Honorary Awards are open.

BOG Finance and Property – No meetings this month.

BOG Governance Review – On January 25, I attended a meeting in person with this committee in Edmonton. We identified the goals of the committee and what we hoped the outcome of our review would be. Essentially, our task is to review the BOG General bylaws and the TOR of each BOG standing committee and bring recommendations to the Board about any changes to any of the documents. I was pleased, because I had suggested we work virtually via Google Docs to share our ideas and comments and although there were some members opposed to the idea, we agreed to try it! This is a major first step toward efficiency in the work of this committee and the Board! I have found for some time that as an online institution, a leader in its field – the administration and governing bodies of our institution are still printing off binders with hundreds of pages for each meeting!!

General Faculties Council – No meetings this month.

Sub Committees:

January 2017

Student Academic Appeals Committee: I attended a meeting via teleconference with this committee on January 26. I am pleased because the institution has agreed on a new process for dealing with students caught misusing AU materials. In recent months, I have written about how a student caught posting course materials online would be charged with academic misconduct and suspended for a minimum of 6 months! There was no opportunity for a warning or a second chance, the suspension was automatic. However, strong advocacy from AUSU and a commitment toward student service from AU has allowed for students to be charged with misconduct and receive a warning if it is their first offense. I think this is MUCH more fair and AU has begun work on a new student academic integrity policy and procedure to address this situation in everyone's best interest. I am honored to sit on this committee and have an opportunity to advocate for students who are facing penalty. I find it to be one of the most effective ways that I can impact the student experience directly.

GFC Exec: No meeting this month.

SRM Project – Student Advisory Group: No meetings this month, and I was recently made aware that this project is complete. It was a strange experience, because I volunteered to sit on this committee with a variety of other committed students from both inside and outside of AU. The committee only met twice that I know of and to hear that the project went live without any closure or finality of the group is disappointing. I am going to take this group off of my report after this month.

AUSU Awards: We continue to meet asynchronously to consider year-round award applications.

CASA: CASA has an upcoming meeting in Nova Scotia in March. AUSU Executive has agreed to send one delegate, Julian Teterenko to this conference.

Sub Committees:

CASA Federal Policy Committee: My updated draft on accessibility to PSE for indigenous students was unanimously carried by the CASA policy committee and it is going forward now to the CASA membership for adoption. I am currently working on revising the CASA policy on a Pan-Canadian Accord on PSE, and my current draft asks for the federal and provincial governments to develop a framework which will allow increased mobility and transferability for students between provinces and institutions. It also asks for students studying via distance or online education to be funded by the province in which they reside rather than the province in which the institution resides. I'm excited about this draft, although I haven't brought it to the CASA policy committee or the membership yet. I will try to update here about the status of this policy that would impact AU and its students.

Faculty Councils:

Faculty of Health Disciplines: Due to a conflict in my calendar with another committee, I was going to miss the FHD meeting scheduled on January 26. Due to the importance of a student presence at this meeting, Julian Teterenko attended in my place.

January 2017

Faculty of Business Undergraduate Program Council: No meetings this month.

Faculty of Business Faculty Council: I attended the Faculty Council meeting via teleconference on January 24. The Faculty of Business is making great strides toward student satisfaction and currently boasts a marking turnaround time of under 2 business days for their courses. They are also implementing a series of other benchmarks that will be used for professor evaluations and there is a real culture of accountability in the faculty. It was in this meeting, that I learned of the new draft of the AU policy on lost paper exams. The institution is working on updating the policy on lost exams, which doesn't affect the Faculty of Business because all of their exams are online. However, some faculties still have tons of paper exams and the AU policy doesn't allow for the exam to be scanned or copied and emailed to the marker, they actually PHYSICALLY mail it. The result is inevitable, and sometimes things get lost, the office of the Registrar estimates about 20 exams per year are lost. When this occurs, the student must re-write the exam!! Upon becoming aware of this, AUSU Exec agreed to start advocating to all faculties and Deans as well as the AU Administration for as many exams to move to online as possible and to "get with the times" and start scanning completed exams to protect students, not to mention the cost savings on postage and courier fees!

AUSU Business

The Voice – Executive and Council continue working together with the Voice to come up with a plan for success for this important member service.

AUSU Management – I worked with Sarah and a realtor to view potential locations for an AUSU office, and AUSU held a special meeting on January 31 to vote on an office location. While this task falls under the umbrella of the Executive Director, I became involved as I felt that it was essential that Council was aware of all possible options and the financial and organizational impact of each. After a long debate and several motions, Council agreed to negotiate a lease for a different office space in our current building on Jasper Avenue.

Being a student leader does not guarantee that we have experience in Human Resources, Management, Law, Finance or Real Estate and yet we are responsible for many of these functions. We must be able to rely on our bylaws and policies to light the way for our elected officers to ensure overall strength in AUSU. When in doubt, enforcement of our mission, bylaws and policies should guide us.

AUSU Bylaws – The bylaw working group presented a draft to Council and the Executive team, and the Executive met specifically to work through the draft, make determinations based on comments and preferences of councillors to bring forward the next version. Council will discuss this draft at our upcoming informal meeting in hopes of being able to move forward with our final draft to the membership within the next month or two.

Meetings

- 5 – AUSU Executive Meeting
- 6 – AUSU & AUGSA Joint Executive Meeting
- 9 – AUSU Executive Meeting
- 10 – AUSU Council Meeting
- 11 – AU Presidential Installation
- 11 – Board of Governors Evening Session
- 12 – Board of Governors Meeting
- 13 – CASA Policy Committee
- 16 – AUSU Executive Meeting
- 19 – Meet with Realtor
- 24 – AU Alumni Relations Director
- 24 – AU Faculty of Business Faculty Council
- 25 – AUSU Executive Meeting
- 25 – AU Board of Governors Governance Committee
- 26 – Student Academic Appeals Committee
- 26 – AUSU Executive Meeting
- 27 – CASA Policy Committee
- 31 – AUSU Council Meeting

Hours

Weekly Breakdown

Week ending:	Hours Worked	Banked Time Used	Banked Time Remaining
January 8	35.75	0	3.75
January 15	47.75	0	14
January 22	34	1	13
January 29	33.5	1.5	11.5

Timesheets and Compliance

I have reviewed timesheets from Kim Newsome and Julian Teterenko and found them to be within policy requirements.

AUSU Executive Report

Julian Teterenko, VP External and Student Affairs

Prepared: February 9th, 2017



Committees

AUSU MECC:

See MECC Report.

AUSU Finance:

See Finance Report.

Learning and Teaching Student Advisory Group:

There is a current search for the replacements of the current vacant positions. This will be ongoing. Students may be able to choose in the future their own screen names on moodle. The development of this is being looked into and we'll get an estimate at the next meeting. Reviewed RFC reports and the current requests for change.

Student Systems Student Advisory Group:

Reviewed RFC reports and the current requests for change. Also went over the OROS bugs and some current banner issues.

Board of Governors

I attended some in person meetings in Athabasca during the same time as the Presidential Installation ceremony. It was an interesting time for me as it was one of my first board meetings sitting on this board. There were other new members to the board there as well and we had a good day of meeting and getting to know each other. I think that this was a good exercise and opportunity for all the members to talk face to face and build our relationships. Many of us there brought up the issues that AU is having and had very relevant and lengthy discussions on the topics. Overall, my few days in Athabasca were well spent and I believe that the board is hitting on the topics that matter.

AUSU Business

Presidential Installation – I attended the Presidential Installation ceremony in Athabasca for the Board of Governors. It was a successful day and exciting to bring on a permanent President for Athabasca University.

CASA – CASA is having the AGM in March in Nova Scotia. I will be attending on behalf of AUSU.

Office Space – This month we toured some potential new office spaces as our lease is expiring soon. We documented the potential spaces and gave the information to Council. In our council meeting regarding a new office, we decided on a location, and while it was not the most inexpensive viable space that we saw, most of council decided that it would be reasonable for what we need. We will be staying in the same building but moving to a different office space.

Bylaws – We are getting close to being done our draft of the bylaws. It has been circulated to council to comment on.

Meetings

January 05 – AUSU Executive Meeting
January 06 – AUSU/ AUGSA Meeting
January 09 – AUSU Executive Meeting
January 10 – Council Meeting
January 11 – BoG Meeting
January 12 – BoG Meeting
January 16 – AUSU Executive Meeting
January 17 – MECC Meeting
January 19 – Finance Meeting
January 24 – AUSU Executive Meeting
January 25 – AUSU Executive Meeting
January 25 – AUSU w/ Dr. Carter
January 26 – Student Services Advisory Group
January 26 – Learning and Teaching Advisory Group
January 26 – AUSU Executive Meeting
January 30 – AUSU Executive Meeting
January 30 – Council Meeting

Hours

Weekly Breakdown

Week of:	Hours
January 02 – 08	30
January 09 – 15	42.75
January 16 – 22	30
January 23 – 29	30

Timesheets and Compliance

I have reviewed Shawna's and Kim's timesheets and everything is in compliance according to policy.

AUSU Executive Report

Kim Newsome, VP Finance & Administration

Prepared: February 1, 2017



Committees

Finance Committee:

See finance committee report.

Awards Committee:

The awards committee was very busy this month with numerous awards applications. The committee dealt with some challenging decisions, some website glitches, and some debates on documentation.

MECC Committee:

The MECC committee met on January 17. It was a very productive meeting with some lively discussions on meet and greets, texting, and conclusion of work on the social media and communication strategy that is being presented to council.

Last month I reported a frustration I lack of participation from the committee members which was also discussed at this month's meeting. Since then we have lost a committee member and Amanda has now joined the committee. Participation has improved with an increased number of the committee members participating in the email discussions for January.

GFC (General Faculties Council):

No meetings this month.

GFC ALEC (Academic Learning Environment):

This committee met on January 17. Some highlights/updates included:

- the new student relationship management software went live and all reports suggest that it was a smooth transition with minimal impact or interruption to students
- student email is ready for implementation and AU plans to implement in stages beginning with graduate students in all faculties sometime in April 2017. Individual faculties will follow, one at a time. This approach is to ensure that any issues in

January 2017 Activity Report

implementation are isolated and that AU is able to rectify them before moving on to the next group.

GFC AEAC (Academic Excellence Awards Committee):

This committee met on January 24. The meeting included discussion of award applications and a subsequent recommendation which are confidential.

FHSS Faculty Council:

No meetings this month.

FHSS Dean Reappointment Committee:

This committee met twice this month and has now concluded its work. There will be no further meetings. The work of this committee is confidential so I cannot report on it at this time.

CASA Trades & Tech:

This committee met twice on January 18 and 31. The current focus is on drafting a survey for students and possibly a second survey for PSE institutions to gather information related to accessing adequate or high speed internet and IT infrastructure.

Additionally, I met with one of the CASA staff to continue the work that I had started on a related policy. I will continue to work on this draft and it will eventually be given to the CASA policy committee for consideration.

AUSU Business

Policies

AUSU's HR policies were brought forward to the January council meeting with suggested revisions. This number of policies was reduced and items from the rescinded policies were incorporated into the remaining policies. Council supported the recommendation and approved the changes.

Five policies were reviewed by the executive in January for presentation at the February council meeting. The executive felt that some of the policies only needed minor revisions and passed motions for informal review. Those policies are included in the February meeting package for information. The other policies are included in motions in the February council meeting for council approval of the recommended changes.

January 2017 Activity Report

AUSU is now on track with the new policy schedule that was put in place in May of 2016. I believe that all policies are in compliance with our review timelines and AUSU should be in good shape moving forward.

Bylaws

A draft version of bylaws was provided to council. A couple of council members provided some comments on the draft. Executive went through the draft in detail and considered all comments received to come up with a next draft that will soon be sent to council for consideration. Next steps will include a timeline to get us through to the adoption of our new bylaws.

Meetings with Stakeholders

Executive only had one stakeholder meeting this month with AU Dean of FST, Dr. Lisa Carter.

Some of the issues/concerns that we discussed included:

- The addition of minors in the BSc degree program
- Assisting in communicating with students
- Transition of courses to the SSC
- Student feedback on AU services
- Encouraging implementation of exam feedback in moodle and moodle calendar
- Transitioning from paper to online exams

AUSU Audit

This year's audit is almost complete and I attended a meeting on February 1 with Sarah, AUSU bookkeeper Tammy, and 2 representatives from the accounting firm performing the audit, KRP.

I have attended several audit meetings in previous years. This year's meeting was the most productive one I have attended. Although we did not get a lot of time in advance to review the documents, Sarah, Tammy and I all came prepared with questions. This resulted in KRP changing some of their recommendations for adjusting entries, some advice on how to account for councillor hardware, clarification on processes for the health account, and more.

The final report will be received and distributed to council soon. It will also be included in AUSU's annual report which is scheduled to come out in April.

Other

Executive has been discussing the council goal of supporting The Voice. We had a separate meeting dedicated to discussing and considering details of the

January 2017 Activity Report

council/voice committee's report, council's past comments on the recommendations, and how council can support The Voice. Executive agreed on a plan to move forward and will be presenting an action plan soon for council consideration.

Meetings

January 5 – AUSU Exec Meeting
January 6 – FHSS Dean Reappointment Committee
January 9 – AUSU Exec Meeting
January 10 – AUSU Council Meeting
January 16 – AUSU Exec Meeting (Bylaws)
January 17 – GFC – ALEC
January 17 – AUSU MECC Meeting
January 18 – CASA T&T Meeting
January 19 – AUSU Finance Committee Meeting
January 24 – GFC – AEAC
January 24 – AUSU Exec Meeting (Bylaws)
January 25 – AUSU Exec Meeting
January 25 – AUSU Exec Meeting with Dr. Carter
January 26 – Conference Call with CASA Staff
January 26 – AUSU Exec Meeting (Voice Action Plan)
January 27 – FHSS Dean Reappointment Committee
January 30 – AUSU Exec Meeting
January 31 – CASA T&T Meeting
January 31 – AUSU Special Council Meeting

Hours

Weekly Breakdown*

Week ending:	Hours Worked:	Banked Hours Earned:	Banked Hours Used:
January 8	30.5	0.5	0
January 15	33.75	3.75	0
January 22	30	0	0
January 29	30	0	0

January 2017 Activity Report

Banked hours remaining at end of month: 4.25

Timesheets and Compliance

I have reviewed Shawna and Julian's timesheets and found that their weekly hours for January were in compliance with policy.

Executive Motions

January 9	<ul style="list-style-type: none">BIRT AUSU Executive approve the Professional Development Proposal to attend the Annual Advisors Conference in March 2017 as submitted by Donette Kingyens. Moved: K.Newsome Second: S.Wasylyshyn Carried: 3/0
February 6	<ul style="list-style-type: none">BIRT AUSU Executive Council has performed an informal review of Policy 1.01 – Policy: Creation, Format, Maintenance & Review as per AUSU Policy 1.01 and determined as of February 6, 2017, no formal review is required. Moved: K.Newsome Second: S.Wasylyshyn Motion Carried: 3/0BIRT AUSU Executive Council has performed an informal review of Policy 4.01 – Administration: Privacy Policy as per AUSU Policy 1.01 and determined as of October 24, 2016, no formal review is required. Moved: K.Newsome Second: J.Teterenko Motion Carried: 3/0

Committee Report

Finance Committee



Prepared by: Kim Newsome, Chair

Date: January 27, 2017

Meeting: January 19, 2017

Attendance: All members present.

Committee Members: Kim Newsome (Chair), Julian Teterenko, Scott Jacobsen, Andrew Gray, Robin Bleich, Sarah Cornett (Ex-officio)

Monthly Activity

The committee met on January 19 to review the November financials. This was a bit later than usual due to the December holidays.

In addition to the regular financial reports, the committee is now reviewing the updated budget and internally restricted funds spreadsheet on a monthly basis.

Several questions were posed about budget lines that had significant spending toward the amount budgeted. In all cases, these were areas that do not follow an equal monthly spending but are spent once or twice per year in larger amounts. Examples of this were annual software licenses and purchase of bulk Mailchimp credits for the AUSU newsletter.

The committee also discussed the outstanding debt owed to AUSU by a former member. This debt is over 90 days past due. The committee was satisfied that adequate efforts were made to contact the debtor but no responses were received from them. The committee passed a motion to write the debt off for financial tracking purposes. A travel credit, less significant administration fees has been transferred back to AUSU as a result. Although the individual is not a current member, this information will be added to the list of members not in good standing so it can be referred to if the person becomes a member again or wishes to run for council.

Motion: BIRT AUSU Finance Committee write off the outstanding debt of \$375.50 of XXXXXXXXXX.

R. Bleich/ S. Jacobsen **Carried 5/0**

December 2016 Council Meeting

Committee Report

Awards Committee

Prepared by: **Scott Jacobsen**

Date: **February 10, 2017**



Athabasca University
Students' Union

All Business Conducted by Email

Committee Members: Scott Jacobsen (Chair), Shawna Wasylyshyn (President), Kim Newsome (VPFA), Amanda Lipinski (Councilor), Robin Bleich (Councilor), and Sarah Cornett (ex-officio).

Activity This Month

It was a less busy month compared to November with the following business below, which is a wee bit busier than the month of December, based on an intuitive analysis of the situation. As this was not a main awards month, which are May and November, it was not as busy as they typically are, but this is still a "real privilege to have the stories in front of us. This was intimate exposure to students we serve, which is an explicit, elected honor." Now, we continue into the next few months of less dense submission consideration, until May, 2017. Although, the bursaries are expected to come in now, as per usual. In order of the decisions. We had a motion fail 1/4 for a Health Care Bursary. Another was without an essay for a Computer Bursary. Another application was withdrawn by the student based on lack of insurance quote. We approved one Health Care Bursary 0/5. The Laurence Decore Award was awarded 5/0 after a February 4 meeting for 30 minutes to deliberate between 4 candidates. Another Health Care Bursary disqualified. We approved one Computer Bursary 5/0. We approved another Computer Bursary 3/2. Incomplete or withdrawn applications were not included in the bottommost tally because the tally includes "Approved" or "Denied" without another categorization for withdrawn or disqualified and, therefore, those applications going through complete consideration were incorporated; whereas, in contradistinction to those that were not complete or were disqualified for one reason or another deliberated and decided upon by the Awards Committee, only the complete applications that were "Approved" or "Denied" were included in the final tally in the table below, which affected the final financial tally. Note, the disqualified or incomplete would not change the financial tally in any case.

Duly note, the award financials have been restarted since the October meeting.

Motions/Decisions

Original Motion with Decision:

January 14, 2017: BIRT AUSU Awards Committee approve the attached Health Care Bursary application for XXXX for twelve months coverage or \$1,000, whichever is less.

Moved by S. Jacobsen.

Seconded by A. Lipinski.

This motion is fails 1/4.

January 29, 2017: BIRT AUSU Awards Committee approve the attached Health Care Bursary application for XXXX for twelve months coverage or \$1,000, whichever is less.

December 2016 Council Meeting

Moved by S. Jacobsen.
Seconded by A. Lipinski.

This motion is denied unanimously 0/5.

February 4, 2017: BIRT AUSU Awards Committee select XXXX as the recipient of the 2017 Laurence Decore Award.

Moved by S. Wasylshyn.
Seconded by K. Newsome.

This motion passes unanimously 5/0.

February 6, 2017: BIRT AUSU Awards Committee approve the attached Computer Bursary application for XXXX.

Moved by S. Jacobsen.
Seconded by S. Wasylshyn.

This motion passes unanimously 5/0.

February 9, 2017: BIRT AUSU Awards Committee approve the attached Computer Bursary application for XXXX.

Moved by S. Jacobsen.
Seconded by S. Wasylshyn.

This motion passes 3/2.

Awards Overview

This data represents year-end data for the 2016/2017 Fiscal Year

Award	Apps	Approved	Denied	Notes	Remaining Awards	Remaining Budget
Academic Achievement Scholarship	57	2	55		2	\$2,000
AUSU Bursaries	14	5	9		5	\$5,000
Computer Bursaries	3	3	0		11	\$6,600
Single Parent Bursary	0	0	0		2	\$2,000
Travel Bursaries	0	0	0			\$4,000

December 2016 Council Meeting

Emergency Bursaries	0	0	0			\$6,000
Health Care Bursary	4	2	2			\$15,169+/-
Student Service Award	8	2+1 (MacKinnon)	5	Additional "Peter MacKinnon Student Services Award" for November awards cycle is the "+1."	2	\$2,000
Returning Student Award	23	2	21		2	\$2,000
Balanced Student Award	24	2	22		2	\$2,000
Total	128	15	112	One in processing, explains the discrepancy.	29 (left for May) + year-round bursaries	\$46,769+/-

The table includes only the applications that were reviewed by the Awards Committee. It does not include any applications that were disqualified and did not meet minimum criteria. Disqualified applications do not get sent to the committee.

Committee Report

Member Engagement & Communications Committee

Prepared by: Julian Teterenko, Chair

Date: February 9th, 2017



Athabasca University
Students' Union

Committee Members: Julian Teterenko VPEX, Kim Newsome VPFA, Scott Jacobsen Councillor, Jody Waddle Member at Large, Sarah Cornett Executive Director, Donette Kingyens Communications Coordinator.

Activity This Month

At our meeting this month, we had a very good discussion about member responsibilities. All members of MECC are to contribute as their feedback is important for the continued engagement and communications with students.

Social Media Communication Strategy

MECC has finalized the copy of the draft and recommended that it be brought forward to Council to be approved. There was a lot of work put into this and we are excited to see it completed and adopted.

Annual Report

MECC discussed some topics that they would like to see and include in the annual report.

Contests

The committee discussed any future contests that we would like to be held with the budget that we have left. We decided to leave it as is as the services survey will need some contest budget and it is still early in the year. MECC decided to revisit this topic again at a later date.

Meet and Greet

The committee discussed the successful meet and greets held in Edmonton and Ottawa, and how to implement this to continue to further have successful ones. We identified that it is important for having a goal to host these meet and greets and agreed

that there is a benefit for increasing engagement with AUSU as a result of these. We also discussed the possibility of holding a meet and greet in Nova Scotia at the same time as AUSU Exec is there, as well as hosting one in Calgary as there are a large number of students in the city.

Another suggestion was to host one (or something similar) via teleconference. We discussed the advantages and disadvantages of having it be online. This is still a topic that we are looking into and will discuss more in the future.

Texting system

We discussed the possible options on how we can use the new texting system to ask questions of the members.

Services Survey

We discussed what we would like to see in the upcoming survey and what kind of changes from last year we would want in it. This is an ongoing conversation that the committee members are having.

Activity Report

Executive Director

Prepared: February 6, 2017



Athabasca University
Students' Union

Overview

The bulk of this past month has been dedicated to:

- council and executive support,
- bylaw revisions,
- Voice action plan,
- implementing new payroll system,
- year end-payroll,

as well as day to day management and administration tasks and catching up on emails from a week of vacation and a week of office closure.

Administration

Office & Staff

A second round of options for the new AUSU office space beyond central Edmonton were explored and three options were provided to council, one of which was chosen at the special meeting held January 31, 2017. Preparations for the move will now begin in earnest with a March 31, 2017 deadline.

Finances

The 2015-2016 year-end audit process is almost finished with a meeting set to review the draft report on February 1, 2017 with the auditors, VPFA Kim Newsome, bookkeeper Tammy Massa, myself, and any other member of the executive who can join us. The draft audit report from the auditor should be in front of the Finance Committee at its February meeting.

The Finance Committee met January 19th when they reviewed the November and December reports.

I continue to provide monthly updates to the internally restricted reserve fund spreadsheet and the budget with any applicable council motions identified. Financial reports are posted to the Google Drive folder Committees > Finance Committee > Meetings > YYYY-MM-DD Finance Committee Meeting folders and all councillors have access to that folder should they wish to review the monthly reports.

A mildly frustrating process continues to be the return of partial premiums owed to student from the shutdown of the AUSU health and dental insurance plan. The refund process began in June of 2016 and has continued with three rounds of emails, one round of hard copy letters, a round of telephone calls followed up by more emails, in an effort to get the information from the members needed to process their refunds. There was originally \$13,142.78 in refunds owed to 207 students with amounts for individual refunds ranging from \$26.43 to \$241.80. Most refunds were between \$26.43 and \$105.73. At the end of January, we have yet to receive replies from 7 members (or past members) to whom we owe a total of \$3,331.25. We will continue to process refunds as we can, and try to contact the remaining individuals, including through a public notice posted on the AUSU website, in the newsletter, and in The Voice. However, the auditors advise that during this fiscal year, AUSU can transfer any remaining funds into the Health Care Bursary Fund and close the accounts payable.

Committee Support

Committee activity regained momentum after the winter break with meetings of Finance and MECC as well as work by the Bylaw Revision Task Force. Awards Committee was also busy with several applications in January. Please see the individual committee reports for details.

The Voice

A 2016/2017 budget for The Voice was approved by Council in January on the recommendation of the Finance Committee. With this budget in place, action plan work continued as a follow-up to the Joint Council/Voice Action Plan Committee work. An update will be provided to Council at its February meeting.

Governance

AUSU By-laws

Council received a draft of the new bylaws to review in January and the task force received comments back from two councillors. The full executive then did another round of edits and prepared two documents – one with the proposed bylaws with notations indicating what was new, what was substantially the same, and what was revised and one based on the current bylaws with notations indicating what was left the same, what was revised, and what was removed. Council will review the proposal in February and the draft will also be sent to our governance consultant Titus Gregory for review.

It may be possible have a first reading in April and the second reading in May. In order to do that, we will need the final draft and a plan for two member consultations opportunities ready to circulate to the membership 21 days in advance of the first reading.

Meetings

December 1	Voice/AUSU Quarterly Meeting
January 5	Executive Meeting
January 9	Executive Meeting
January 16	Executive Meeting
January 24	Executive Meeting - Bylaws
January 25	Executive Meeting
January 26	Executive Meeting – Voice
January 30	Executive Meeting
January 10	Council Meeting
January 31	Special Council Meeting
January 11	Staff Meeting
January 19	Staff Meeting
January 25	Staff Meeting
January 17	Meeting with Drew Martin, Student VIP Broker
January 17	MECC Meeting
January 19	Tour lease spaces
January 19	Finance Meeting
January 25	Executive w/ Dr. Carter FST
January 27	Building Fire Warden Meeting

Activity Report

Communications and Member Services
Coordinator



Prepared by: Donette Kingyens
Prepared: February 3, 2017

General Administration

- **Student Inquiries**

- We received an abnormally large number of student inquiries this month.
- Many inquiries received are related to AU, particularly how to request a course extension, and clarification on AU's financial situation after the new stories announcing the third-party reviewed. Also, received inquiries about accommodations for students with disabilities, issues accessing AU account, refunds from AU, how to access course materials, etc.
- Received a couple inquiries about filling the vacant council seat.
- Received a request for advocacy to get AU to stop charging exam rebooking fees.
- Received a request from a student to promote his new club for pre-professional students at AU, but we removed his posts from the Mobile App as they fraudulently claimed it was AU starting up the club, and used language in the new Facebook Page that was misleading about who was running the club. AU established they have no procedures in place for approving a club at present, but that students cannot use AU's name without permission, so have provided some direction to this student about the use of AU's name and will revisit whether or not we will promote his revised club once he has made significant changes.

	Emails	Phone Calls	Instant Chats
Jan 2017	38	3	9
Dec 2016	20	2	5
Nov 2016	18	4	4
Oct 2016	32	2	2
Sep 2016	31	2	6
Aug 2016	36	3	3

**Numbers above are approximate.*

Does not include discussions with award applicants or nursing student inquiries.

- **Administration**

- Worked on transferring files to our new server and testing it out on my own before doing a complete file transfer. Unfortunately, we will be changing back to using our old server until the office move as the new server is not hardwired and causing very slow file access for staff.
- Cleaning out files to prepare for move

- **Meetings**

- Had a business lunch with Drew Martin and Samantha Morneau from Student VIP/C&C Insurance (our brokers for the Student Lifeline and the FYidoctors Eyewear discounts). Primary purpose for the lunch was to meet in person and touch base on what is going on with AUSU. They represent many students' unions and provide them with service options, so they like to stay up to date with what is going on at AUSU in case there are any options they can offer us for our membership.

Projects

- **Manuals / Procedures**

- Worked on revising Councillor Manual and creating an abridged version.
- Created an orientation manual for MECC Committee.
- Revised orientation manual for Awards Committee.
- Drafted an orientation for Finance Committee, in progress.
- Send out Social Media Communication Strategy to MECC, processed revisions and prepared it for approval by council.
- Worked on instructions for Mobile App updating.
- Updated instructions on council meeting preparation.
- Updated instructions for revising course evaluations.
- Drafted up instructions for Virtual Meet & Greet, in progress.

Services

- **Statistics on Services Provided for the Month:**

Month	Mobile App Accounts	Lynda	Calendars	Eyewear Discount	Grad Cards	Welcome Email
Jan 2017	84	152	8	8	103	766
Dec 2016	160	21	4	3	70	562
Nov 2016	211	48	3	9	75	367
Oct 2016	140	30	3	12	65	415
Sept 2016	291	33	3	7	104	751
Aug 2016	212	78	1	42	78	575
July 2016	145	159	0	n/a	79	797
June 2016	176	43	2	n/a	265	1405
May 2016	99	28	1	n/a	346	1005
Apr 2016	94	38	1	n/a	0*	809
Mar 2016	136	22	3	n/a	69	376
Feb 2016	95	18	11	n/a	63	393
Jan 2016	409	33	68	n/a	95	607
Dec 2015	185	29	1,262	n/a	66	480
Nov 2015	104	20	10	n/a	55	368

Note: No grad cards sent in March as there was an issue with our card order.

- **Lynda.com**

- I recently deleted all lynda accounts that had not been used in over a year, which was a total of 348 accounts.

Month	Total Accounts:	New Accounts	Videos Viewed	Hours viewed	Avg. min. per login	Certificates completed
Jan 2017	816	152	3,140	189	15	53
Dec 2016	731	21	3161	221	48	68
Nov 2016	710	48	2146	151	18	23
Oct 2016	843	30	1510	117	21	18
Sept 2016	813	33	2062	131	18	31
Aug 2016	780	78	2568	168	20	46
July 2016	702	159	5952	401	41	141
June 2016	547	43	2226	168	27	34
May 2016	502	28	1725	139	23	17
April 2016	476	38	1493	94	19	19
Mar 2016	437	22	1481	111	35	24
Feb 2016	413	18	2977	204	43	51
Jan 2016	395	33	1544	103	21	22
Dec 2015	362	29	3398	230	28	56

- **Course Evaluations**

Month	Total Evaluations	New Evaluations
Jan 2017	521	9
Dec 2016	512	8
Nov 2016	504	86
Oct 2016	418	65
Sept 2016	353	108
Aug 2016	245	10
July 2016	235	10
June 2016	225	6
May 2016	219	24
April 2016	195	3
Mar 2016	192	7
Feb 2016	185	4
Jan 2016	181	22
Dec 2015	159	4

Social Media & Marketing

- **Newsletters**

- See “**Newsletter Statistics.xls**” in report folder.

- **The Voice**

- Sent Voice ads for each Voice publication in January (Jan 6, 13, 20, 27).

Weekly Stats	Overall Visits	Unique Visits	Bounce Rate*	PDF Views	Highest # of Views per Article	Articles with over 20 views
Jan 20 – 27, 2017	879	720	77.67%	25	35	3
Jan 13 – 19, 2017	841	703	77.13%	31	65	2
Jan 6 – 12, 2017	876	678	76.40%	31	39	2
Jan 2017 Overall	3,703	2,985	78.37%	116	96	11
Dec 23 – 29, 2016	942	623	87.21%	7	140	2
Dec 16 – 22, 2016	581	497	82.18%	24	29	2
Dec 9 – 15, 2016	777	628	69.78%	22	53	2
Dec 2 – 8, 2016	686	591	81.10%	23	26	1
Dec 2016 Overall	3,252	2,562	80.32%	90	143	7
Nov 25-Dec 1, 2016	743	626	80.73%	27	30	3
Nov 18-24, 2016	663	565	80.00%	18	23	1
Nov 11-17, 2016	690	549	80.30%	38	33	4
Nov 4-10, 2016	776	641	73.02%	46	24	3
NOV 2016 OVERALL	2,947	641	79.38%	133	101	12

*Bounce Rate is the % of people who only visit 1 page and leave without any further interaction with the site.

- **Mobile App**

	Total Accounts	New Accounts	Social Connections (total)	Social Connections (month)	Campus Activity (total)	Campus Activity (month)	Events Scheduled
Jan 2017	3,578	84	1,173	75	17,706	1,474	148
Dec 2016	3,494	160	1,098	65	16,232	1,337	17
Nov 2016	3,334	211	1,033	62	14,899	1,316	27
Oct 2016	3,123	140	971	101	13,583	1,571	173
Sept 2016	2,983	291	870	73	12,012	1,281	127
Aug 2016	2,692	212	797	89	10,731	1,343	31
Jul 2016	2,480	148	708	44	9,388	854	15
Jun 2016	2,332	137	665	51	8,534	1,059	60
May 2016	2,195	99	614	40	7,475	697	114
Apr 2016	2,096	94	574	64	6,778	1,257	43
Mar 2016	2,002	136	510	60	5,521	874	43
Feb 2016	1,866	95	450	72	4,647	808	35
Jan 2016	1,771	409	378	61	3,839	626	154
Dec 2016	1,362	185	317	51	3,213	640	139
Nov 2016	1,177	104	266	50	2,573	511	38
Oct 2016	1,073	192	216	59	2,062	690	141

- **Website**

- Posted executive blog
- Posted January meeting agendas

- Posted December meeting minutes
 - Posted November Financials
 - Posted financials & revised budget
 - Posted many revised policies
 - Posted numerous news stories
 - Scheduled more website polls
 - Monitored comments posted to our news and blogs
 - Updated awards applications with a few minor corrections.
- **Website News Articles:**
 - [Jan 27 Article](#): Bursaries Available!
 - [Jan 20 Article](#): Athabasca University Third Party Review
 - [Jan 20 Article](#): AUSU Council and Staff Fun Facts!
 - [Jan 11 Article](#): AUSU Accepts Councillor Resignation
 - **Website Analytics**

The chart below lists **page views** for our most popular pages. Note, the totals do not reflect how many people actually filled out applications (ie. for awards or course evaluations), just how many people visited the page.

Month	Total Views	Unique Views	Awards	Careers	Course Evals	lynda	Mobile App	Eyewear	Student Lifeline	The Voice
Jan 2017	11,158	4,853	2,263	274	431	1,254	130	213	130	24
Dec 2016	6,463	2,827	448	218	445	383	100	115	108	32
Nov 2016	13,042	5,451	1,067	262	669	585	411	267	189	34
Oct 2016	17,815	7,483	3,613	244	600	428	236	179	197	33
Sept 2016	16,024	6,752	2,200	293	748	552	561	182	309	66
Aug 2016	10,010	4,296	675	404	506	1,038	178	209	138	50
July 2016	8,786	3,757	798	314	151	1,247	101	n/a	133	76
June 2016	7,474	3,154	416	147	238	554	230	n/a	192	74
May 2016	7,746	3,531	669	143	181	513	101	n/a	135	23
April 2016	17,503	7,339	5,351	199	57	483	88	n/a	133	16
Mar 2016	12,235	4,388	596	189	61	271	173	n/a	146	29
Feb 2016	8,796	3,339	305	136	68	484	72	n/a	76	8
Jan 2016	8,178	3,396	385	75	226	469	204	n/a	132	26
Dec 2015	7,384	3,255	370	69	85	533	564	n/a	102	22
Nov 2015	4,855	3,696	302	34	262	188	110	n/a	50	13

Month	Advocacy	Quick Links	Health Plan	Exec Blog	Financials	Council	Minutes	Agendas	News & Archives	Policies
Jan 2017	71	45	178	236	79	193	66	95	137	365
Dec 2016	21	33	91	386	76	124	56	80	111	268
Nov 2016	45	59	202	83	26	281	54	73	127	325
Oct 2016	35	65	217	589	29	343	67	112	126	287
Sept 2016	82	51	266	46	60	300	44	82	149	289

Aug 2016	35	69	265	209	101	409	53	97	231	356
July 2016	45	24	182	459	53	228	34	41	133	257
June 2016	52	27	250	43	82	201	23	78	136	225
May 2016	36	63	258	151	22	270	23	42	172	224
April 2016	45	44	228	82	n/a	796	85	148	121	223
Mar 2016	35	n/a	208	48	n/a	281	84	128	127	341
Feb 2016	35	n/a	230	42	n/a	272	61	n/a	126	459
Jan 2016	55	n/a	476	68	n/a	325	40	n/a	89	437
Dec 2015	38	n/a	350	118	n/a	215	15	n/a	130	336
Nov 2015	22	n/a	293	20	n/a	181	58	n/a	95	248

- **Website Polls**

- *Would you use an Athabasca University email address (@students.athabascau.ca)?*

- No, I would not use it 25
 - I would use it occasionally 10
 - I would only access it once in a while to check for emails from AU 13
 - Yes, I would use it a lot 17
 - **Total Responses:** 65
 - **Posted:** Jan 16 – 30

- *How many children do you have?*

- None 23
 - One 8
 - Two 12
 - Three 7
 - Four or more 2
 - **Total Responses:** 52
 - **Posted:** Jan 2 - 16

- **Social Media Statistics:**

- **Facebook**

Month	Total Posts	Total Likes	New Likes	Average post reach	Overall Engagements	Overall Impressions
Jan 2017	72	1,110	43	538	260	67,114
Dec 2016	52	1,077	40	637	249	58,210
Nov 2016	70	1,041	91	424	370	64,324
Oct 2016	53	973	69	434	569	63,968
Sept 2016	60	916	121	523	345	60,235
Aug 2016	54	797	25	437	251	63,419
July 2016	45	777	16	503	77	59,619
June 2016	59	770	26	344	113	37,591

May 2016	52	746	12	183	183	22,411
Apr 2016	64	742	20	198	200	37,385
Mar 2016	66	730	18	174	113	35,246
Feb 2016	59	720	16	141	75	26,474
Jan 2016	37	707	28	154	45	20,180
Dec 2015	38	681	32	109	60	9,262
Nov 2015	49	654	20	83	81	8,508
Oct 2015	68	641	18	82	151	12,881

○ **Twitter**

Month	Total Posts:	Total Followers	New Followers	Retweets	Link Clicks	Overall Impressions
Jan 2017	71	793	15	18	111	21,505
Dec 2016	51	783	16	16	80	14,485
Nov 2016	80	779	60	31	87	20,526
Oct 2016	52	720	39	13	76	16,393
Sept 2016	51	688	57	19	67	13,618
Aug 2016	51	640	14	10	64	11,681
July 2016	45	636	16	8	53	10,396
Jun 2016	53	625	17	12	55	14,096
May 2016	55	608	17	18	72	19,533
Apr 2016	55	600	13	40	73	14,193
Mar 2016	59	589	10	36	55	15,335
Feb 2016	65	588	17	29	80	13,011
Jan 2016	36	584	18	14	34	10,403
Dec 2015	34	579	12	12	37	11,075
Nov 2015	53	577	12	11	92	11,704
Oct 2015	68	574	24	40	60	7,650

○ **LinkedIn**

Note: I began actively posting on LinkedIn mid-August.

Month	Total Posts:	Total Followers	New Followers	Engagements	Link Clicks	Overall Impressions
Jan 2017	64	233	1	49	38	4,523
Dec 2016	52	232	3	35	25	3,559
Nov 2016	61	229	71	32	18	5,203
Oct 2016	53	158	56	44	36	3,984
Sept 2016	50	110	89	52	27	3,022
Aug 2016	20	22	0	35	27	1,239