



Athabasca University
Students' Union

Athabasca University Students' Union Council Meeting Agenda

REV 2.

**Tuesday, March 14, 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

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

Members: Bonita Arbeau

Guests: Dr. Ken Coates, Third Party Reviewer for Athabasca University

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 Proposed Motion: BIRT AUSU Council adopt the agenda. <i>2017-03-14 Council Agenda.pdf</i>	S. Wasylyshyn
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2.0 Approval of Council Meeting Minutes S. Wasylyshyn

Proposed Motion: BIRT AUSU Council approve the minutes of the February 16, 2017 regular council meeting.

2017-02-16 Council Minutes DRAFT.docx

Proposed Motion: BIRT AUSU Council approve the minutes of the March 7, 2017 special council meeting.

2017-03-07 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.

Old Business

3.0 Review of Action Items K. Newsome

Note: The status of the action and agenda items at the bottom of the most recent regular council minutes (February 16, 2017 in this case) will be reviewed briefly.

4.0 Ratification of Email Motion All

4.1 Budget Overage for Staffing Services – March 14, 2017

Proposed Motion: BIRT AUSU council ratify the following email motion of March 14, 2017 for the record:

BIRT AUSU council approve a budget overage of up to \$14000 in the category of Professional Fees: Staffing fees; for staffing fees in the search for an Executive Director.

S. Wasylyshyn / S. Jacobsen

Carried 8/0

New Business

5.0 Member Engagement Forum J. Teterenko

2017-03 Membership Engagement Platform Proposal.docx

Proposed Motion: BIRT AUSU council approve the implementation of the BBPress discussion platform into the AUSU website as recommended by the Member Engagement and Communications Committee.

6.0 Final Audit 2015/2016 K. Newsome

2016 Final Audit Findings.pdf

2016 Financial Statements.pdf

Proposed Motion: BIRT AUSU council approve the final audit findings and financial statements as audited by Kingston Ross Pasnak as presented.

7.0 Policy Revisions Executive

Note: Updated policy 4.04 Administration: Professional Development, policy 4.07 Administration: Members Not In Good Standing, and policy 4.08: Administration: Removing Members From Good Standing were approved by Executive as part of an informal review.

Policy_4.04_Professional_Development.docx

Policy_4.07_Members_Not_In_Good_Standing.docx

Proposed Motion: BIRT AUSU Council adopt the updated copy of policy 4.06 Administration: Planning and Council Schedule.

Policy_4.06_Council_Planning_and_Schedule.docx

8.0 Third Party Review Consultation

K. Coates

AUSU has invited Dr. Ken Coates to join the council meeting at 7:30pm MT. Dr. Coates has been commissioned by the AU Board of Governors to complete an independent third party review of Athabasca University. Dr. Coates is consulting with AUSU council and attending participants on this topic to gather insights into Athabasca University's current achievements and challenges, and collect suggestions about how best to adjust to current fiscal realities and to the rapidly changing global post-secondary scene.

AU ToR Independent Third Party Review.pdf

9.0 Capitalization Level of Computers and Equipment

K. Newsome

Proposed Motion: BIRT AUSU Council increase the capitalization level of computers and equipment from \$500 to \$1,000 starting in the 2016/2017 fiscal year.

Note: A recommendation to increase capitalization level of computers and equipment from \$500 to \$1,000 as recommended by the auditor and the finance committee will be presented. It will mean that much of the equipment purchased for the office and most if not all of the equipment purchased for the executive can be budgeted for and booked as a simple expense in the current fiscal year. This will be much simpler to track for less expensive items.

10.0 Canadian Western Trust Company/Adroit Signatories

Proposed Motion: BIRT that AUSU Council confirm that President Shawna Wasylyshyn, Vice President of External and Student Affairs Julian Teterenko, and Vice President Elect Finance and Administration Scott Jacobsen are Authorized Signatories for Canadian Western Trust Company and Adroit Investment Management, and are hereby authorized and directed for and in the name of the AUSU 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).

Note: This wording it adapted from the previous more involved motion that Council passed in November.

Reports

11.0 Reports for the Months of February 2017.

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.

11.1 President's Report

S. Wasylyshyn

2017-02 President Report.pdf

11.2 Vice President External and Student Affairs' Report

J. Teterenko

2017-02 VP External Report.pdf

11.3 Vice President Finance and Administration's Report

K. Newsome

2017-02 VP Finance Report.pdf

11.4	Executive Meeting Report <i>2017-02 Exec 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.		
11.5	Finance Committee Report <i>2017-02 Finance Committee Report.pdf</i>	K. Newsome
11.6	Awards Committee Report <i>2017-02 Awards Committee Report.pdf</i>	S. Jacobsen
11.7	Member Engagement and Communication Committee Report <i>2017-02 MEC Committee Report.pdf</i>	J. Teterenko
11.8	Executive Director's Report <i>2017-02 Executive Director Report.pdf</i>	S. Cornett
11.9	Communication and Members Services Coordinator's Reports <i>2017-02 Communications Coordinator Report.pdf</i> <i>Newsletter Stats.xlsx</i>	D. Kingyens
11.10	Approval of Reports Proposed Motion: BIRT Council approve the February 2017 reports as presented.	All

Question & Answer Period

12.0	Question & Answer Period 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 , 770.497.7000, or 1.755.497.7003.	S. Wasylyshyn
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Next Meeting and Adjournment

The next meetings of Council will be:

- Tuesday, March 28, 2017, 5:30 pm MDT – Working Meeting**
- Tuesday, April 11, 2017, 5:30 pm MDT – Public Meeting (Tentative)**
- Tuesday, April 25, 2017, 5:30 pm MDT – Working Meeting (Tentative)**
- Tuesday, May 9, 2017, 5:30 pm MDT – Public Meeting (Tentative)**
- Tuesday, May 23, 2017, 5:30 pm MDT – Working Meeting (Tentative)**

Motion to Adjourn