



Athabasca University
Students' Union

Athabasca University Students' Union Council Meeting Minutes

APPROVED August 8, 2017

Tuesday, July 11, 2017

5:30 pm MT

Meeting Called By: Shawna Wasylshyn, President

Type of Meeting: AUSU Council Meeting

Minutes: Donette Kingyens, Communications and Member Services Coordinator

Participants

Council: Vice President External and Student Affairs Julian Teterenko, Vice President Finance and Administration Scott Jacobsen, Councillor Robin Bleich, Councillor Andrew Gray, Councillor Amanda Lipinski, Councillor Kim Newsome, Councillor Brandon Simmons

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

Absent: President Shawna Wasylshyn (vacation)

Meeting called to order at 5:31pm MT

Agenda and Minutes

1.0 Adoption of Agenda J. Teterenko

Motion: BIRT AUSU Council adopt the agenda.

S. Jacobsen / R. Bleich

Carried 7/0

2017-07-11 Council Agenda.pdf

2.0 Approval of Council Meeting Minutes J. Teterenko

Motion: BIRT AUSU Council approve the minutes of the June 8, 2017 regular council meeting.

S. Jacobsen / R. Bleich

Carried 7/0

2017-06-08 Council Minutes DRAFT.docx

Old Business

3.0 Review of Action Items J. Teterenko

Note: The status of the action and agenda items at the bottom of the most recent regular council minutes (June 8, 2017 in this case) were reviewed briefly.

New Business

4.0 Alliance Pharmacy Proposal All

Motion: BIRT AUSU council authorize the executive to approve the agreement with CharterRX Inc and AUSU regarding pharmacy services for AUSU members.

S. Jacobsen / A. Gray

Carried 7/0

CharterRx Business Development Agreement April 2017_COUNCIL ONLY.pdf

CharterRX Pharmacy Proposal.pdf

AUSU council agreed to change the wording of the motion to allow executive to approve the agreement.

5.0 Policy Revisions

Executive

Motion: BIRT AUSU Council adopt the updated copy of policy 3.01 Election, Referendum, and Plebiscite Management: Election Conduct.

R. Bleich / A. Lipinski

Carried 7/0

Policy_3.01_Election_Conduct_Exec_Edits.docx.docx

Note: In accordance with AUSU bylaws which requires 21 days notice of changes to this policy, the membership was notified of this policy change in the June 2, 2017 electronic newsletter.

A question was raised regarding point 3.01.64 which states that "AUSU Executive shall consider whether a motion will be brought forward to remove the member's good standing".

- *Council should have some knowledge of the situation, not just executive.*
- *The procedure for removing a member's good standing is defined the same way in policy 4.08.*
- *Both policies should reflect the same process.*
- *Executive should report the decision to all of council whether a motion is being brought forward or not.*

Recommendation that executive review policy 4.08 regarding reporting to council on any decision for or against a motion to remove a member from good standing. **Action Item**

A recommendation was made to ensure in the future that changes to this policy be reported on multiple member engagement platforms.

6.0 In Camera Session

6.1 Meeting to go In-Camera for discussion regarding councillor attendance.

Motion: BIRT AUSU go in-camera.

R. Bleich / S./ Jacobsen

Carried 7/0

In Camera Tip Sheet.pdf

2017-07-11 In-Camera Council Agenda_COUNCIL ONLY.docx

Note: If the motion is carried, those attendees not on the current council will be asked to leave the meeting during the discussion and invited to rejoin the meeting to observe the decisions and any motions arising from the discussion.

Council came out of in-camera at 7:04pm MT.

6.2. Councillor Attendance Motion

Motions resulting from the in-camera portion are announced in the public meeting for full transparency in accordance with AUSU Policy 2.04.

Motion: BIRT councillor Andrew Gray be respectfully removed from AUSU Council for accruing two or more full absences from council and committee meetings without sufficient notice in a twelve-month period, by being late for the October 13, 2016 AUSU Council Meeting, being absent from the January 10, 2017 Council Meeting, and being absent from the June 2017 AUSU Council Retreat.

K. Newsome / B. Simmons

Defeated 1/5 (A. Gray abstained)

7.0 Reports for the Month of May 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.

7.1 President’s Report

2017-06 President Report.pdf

S. Wasylyshyn

7.2 Vice President External and Student Affairs’ Report

2017-06 VP External Report.pdf

J. Teterenko

There was a successful and informative Board of Governors meeting that discussed the third-party report and what lies beyond.

7.3 Vice President Finance and Administration’s Report

2017-04 VP Finance Report.pdf

2017-05 VP Finance Report.pdf

2017-06 VP Finance Report.pdf

S. Jacobsen

Updated reports were sent out in the morning of the council meeting.

7.4 Executive Meeting Report

2017-06 Exec Meeting Report.pdf

J. Teterenko

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.

7.5 Finance Committee Report

2017-06 Finance Committee Report.pdf

S. Jacobsen

7.6 Awards Committee Report

2017-06 Awards Committee Report.pdf

R. Bleich

7.7 Member Engagement and Communication Committee Report

2017-06 MEC Committee Report.pdf

J. Teterenko

7.8 Executive Director's Report

2017-06 Executive Director Report.pdf

J. Campbell

A question about whether council could get the approved action plan updated. Jodi agreed to provide an update.

Action Item

7.9 Communication and Members Services Coordinator’s Reports

2017-06 Communications Coordinator Report.pdf

D. Kingyens

A question was raised about why there were no grad cards sent out in June. It was noted that AU does not graduate students in June.

7.10 Approval of Reports

All

Motion: BIRT Council approve the June 2017 reports as presented.

R. Bleich / A. Lipinski

Carried 8/0

Question & Answer Period

8.0 Question & Answer Period

S. Wasylshyn

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 question was raised regarding the Pharmacy savings. It was noted that the Alliance Pharmacy offers a flat \$7.00 dispensing fee, a lower mark-up on prescription drugs than the majority of pharmacies, and 10% off purchases through the Alliance website. AUSU will also receive a kickback but the exact amount is confidential in accordance with the agreement.

Next Meeting and Adjournment

The next meeting of Council will be:

Tuesday, August 8, 2017, 5:30 pm MST – Public Meeting

Tuesday, September 12, 2017, 5:30 pm MST – Public Meeting

S. Jacobsen moved to adjourn at 7:42 pm MT.

Summary of Action Items

| Date | Status | Action Item and Responsible Party |
|---------|-------------|---|
| June 9 | Complete | Award Committee Recommendations: Review the awards policy and bring a suggested amendment to council for review. Awards Committee |
| June 9 | In progress | Award Committee Recommendations: AUSU council will need to review and approve suggested amendments to the awards policy as recommended by the awards committee. Council |
| June 9 | In progress | Award Committee Recommendations: The finance committee will need to review the awards allocation in the potentially revised awards policy and incorporate the amounts into the budget. Finance Committee |
| June 9 | Complete | Awards Committee Recommendations: Update all places where the Student Services Awards is listed to update to the new award title of Student Volunteer Award. D. Kingyens |
| June 9 | In progress | Vice President External and Student Affairs Report: Review the executive blog schedule to ensure the VPEX is not scheduled to write one during a busy CASA month. Executive |
| June 9 | Complete | VP Finance and Administration's Report: The VPFA report needs to be updated for accuracy and clarity. S. Jacobsen |
| July 11 | | Policy Revisions: Executive to review policy 4.08 regarding reporting to council on any decision for or against a motion to remove a member from good standing. Executive |
| July 11 | | Executive Director's Report: Council to be provided with an update on the approved Voice action plan progress. J. Campbell |

AUSU Executive Report

Shawna Wasylyshyn, President

Prepared: June 26, 2017



Current Issues

AU Third Party Review - Dr. Ken Coates released the third party review on the future of AU on June 8, and I attended both the teleconference and the all staff release in person. This report was highly anticipated and will be used to inform many key processes within the institution – such as budgeting, strategic planning, academic planning, and more. Almost every governing body and committee that I sit on has been waiting for this report and so we will all be very busy in the coming months!

AU BiCameral Event – On June 22 I was pleased to attend a joint session between the Board of Governors and the General Faculties Council. As one of only 4 members of both bodies, this was a wonderful opportunity to watch all of the decision makers at AU come together for a productive, facilitated session on the future of AU. Many ideas were shared and a beautiful collaboration resulted from the discussion of topics such as “what does Open mean” and “what are the top 8 areas of focus”. Following this event, I was able to follow up with Dr. Fassina with some of my thoughts and notes from the day and have found him to be very open and collaborative as always. One highlight from the day, was when a fellow member of GFC referenced Krylov’s Fable, *Swan, Pike and Crawfish*; which I hadn’t previously been familiar with. Upon researching it, I found it to be so fitting to the work AU is facing and the need for collaboration and cooperative work in groups. My favorite quote from it is:

“When partners can’t agree
Their dealings come to naught
And trouble is their only fruit.”

Check it out here: <https://russianuniverse.org/2014/04/06/ivan-krylovs-fable-swan-pike-and-crawfish/>

Committees

AU Board of Governors: I participated in some Board functions over convocation week, including attending a ceremony in Governor’s robes and attending the Honorary Awards dinner in Athabasca. The Board held a planning session on the Friday morning during Convocation, which I missed due to the AUSU Council retreat.

June 2017 Activity Report

BOG Sub Committees:

BOG Honorary Awards: No meetings this month

BOG Finance and Property: No meetings this month

BOG Governance Review: This committee met on June 2, June 12 and June 15, and I attended all three sessions via teleconference. I am really excited about the work that this committee is doing, and feel honored to have participated in this important work that will impact the University for many years to come.

General Faculties Council: GFC met on June 19, and I was sorry to have to send my regrets to the meeting due to conflicting family commitments.

GFC Sub Committees:

Student Academic Appeals Committee: This committee met on June 1, which I attended. The June 15 meeting was cancelled, but there is another meeting scheduled on June 29 which I am planning to attend via teleconference.

GFC Exec: No meetings this month

GFC Governance Review: I was successfully elected to this committee, which has had two prior meetings before I got onto the committee. I attended my first meeting via videoconference on June 21, and was subsequently elected to participate on a working group related to student appeals, academic integrity, etc.

Academic Integrity Working Group: We haven't met yet but we are emailing to set up a meeting schedule and organize our efforts. On this group are: Richard MacLeod, Alain May, Donna Romyn and myself.

AUSU MECC: No meetings this month

CASA:

CASA Sub Committees:

CASA Federal Policy Committee: This committee has already gotten moving and I am so impressed with the Chair, Parvin from SAMU. She is professional and organized and already has the committee working on a work plan. We haven't been assigned policies to work on yet but it is in the works which is about 6 months ahead of where the committee was last year!! The committee met on June 9, which I missed due to Convocation at AU and on June 23 which I attended.

Faculty Councils:

Faculty of Health Disciplines: FHD Faculty Council met on June 8, which I missed due to Convocation.

Faculty of Business Undergraduate Program Council: No meetings this month

Faculty of Business Faculty Council: No meetings this month

AUSU Business

2017 AUSU Retreat, Athabasca AB – AUSU Council met in person in Athabasca from June 8 – 11 for a fantastic and productive retreat. Plenty of time was spent discussing the future of AUSU and how we can be better than ever. Spending time face to face is so important and offers an opportunity for our councillors to become more in tune as a group. Having the retreat located in Athabasca provided a unique opportunity for councillors to meet AU stakeholders, hear hundreds of graduates' stories and meet members and alumni.

AUSU Operations – Prior to the end of this month I was able to successfully hand over all of the AUSU financial duties and operations responsibilities over to Jodi Campbell, as he has now become fully oriented in his position. I'm thrilled to once again only be responsible for my own duties!

Vacation – I will be taking vacation for the first two weeks of July and working from my family cabin in Northern Saskatchewan for the rest of the month. I'm thankful for the opportunity to work from literally anywhere in this position and it really does speak to how amazing AU and AUSU are!

Meetings

- 1 – Student Academic Appeals Committee
- 1 – AUSU Exec
- 2 – BOG Governance Review
- 2 – AUSU Exec
- 2 – AUSU Finance
- 7 – AUSU Retreat
- 8 – AUSU Retreat/Convocation
- 9 – AUSU Retreat/Convocation
- 10 – AUSU Retreat
- 12 – BOG Governance Review
- 12 – AUSU Exec
- 15 – BOG Governance Review
- 19 – AUSU Exec
- 21 – GFC Governance Review

June 2017 Activity Report

- 22 – AU Bicameral event
- 23 – CASA Federal Policy Committee
- 28 – AUSU Exec
- 28 – AUSU Finance
- 29 – AUSU Exec

Hours

Weekly Breakdown

| Week ending: | Hours Worked | Banked Time Used | Banked Time Earned | Banked Time Remaining |
|--------------|--------------|------------------|--------------------|-----------------------|
| June 4 | 38 | 0 | 3 | 11.25 |
| June 11 | 60 | 0 | 25 | 35 |
| June 18 | 37.25 | 0 | 2.25 | 35 |
| June 25 | 33.5 | 1.5 | 0 | 33.5 |
| July 2 | 23.5 | 11.5 | 0 | 22 |

Timesheets and Compliance

I have reviewed the timesheets from Julian Teterenko and Scott Jacobsen and found them to be in compliance with AUSU policy.

AUSU Executive Report

Julian Teterenko, VP External and Student Affairs

Prepared: 04 July 2017



Committees

AUSU MECC: See MECC Report.

AUSU Finance: See Finance Report.

AUSU Awards: See Awards Report.

Board of Governors: There was a joint session with the General Faculties Council this month. At this session, the members of each met to discuss the third party report, the future of what AU is, and what opportunities there will be for the university. It was a productive day and many ideas were brought up in our discussions.

BOG Sub Committees:

Institutional Advancement: No meeting this month.

Academic Affairs: No meeting this month.

Faculty Councils:

Faculty of Science and Technology: No meeting this month.

Faculty of Humanities and Social Sciences: No meeting this month.

Learning and Teaching Student Advisory Group: Could not attend due to BoG business.

Student Systems Student Advisory Group: At our meeting this month, we went through the outstanding RFC's and discussed them in detail. One that was brought up was the ability to be able to register and start at the same time, and not have to wait a month to start your courses. It was decided that it would be brought to the registrar's office as it involved them first before it would be an IT RFC.

Provost Search: We had one final meeting before the new Provost was announced.

ICT Governance: There was no meeting this month.

AUSU Business

Council Retreat:

This month we had our council retreat. The retreat provided an opportunity for council to meet face to face, as we do not see each other in person. We were able to brainstorm ideas and work on what we wanted to accomplish this year. During the time, we were also able to attend convocation at the university. It was great to see students graduating and receiving their degrees. As a distance student and distance council, it was very worthwhile and great working opportunity to attend the retreat. To read more, please see the retreat report.

CASA Board Retreat:

This month I was also able to attend the CASA Board retreat. This was the first time we were able to meet as a board and set out our plans for the year. At the retreat, we went through a history of the past years at CASA, planned on what we would be doing in our roles on the board, and setting up our priority themes selection process to send out to the members.

Meetings

June 01 – AUSU Executive
June 02 – AUSU Executive
June 02 – Finance committee
June 09 – AUSU w/ Dr. Thompson
June 09 – AUSU w/ Richard McLeod
June 09 – AUSU w/ Dr. Edwards
June 09 – Council Meeting
June 12 – Exec meeting
June 13 – CASA Board
June 15 – PVPA search committee
June 21 – CASA Board
June 21 – Voice working group
June 22 – Board/GFC
June 28 – CASA Board
June 28 – AUSU Exec
June 28 – Voice working group
June 28 – Finance committee
June 29 – AUSU Exec
June 29 – SSAG

Hours

Weekly Breakdown

| Week ending: | Hours Worked | Banked Time Used | Banked Time Earned | Banked Time Remaining |
|--------------|--------------|------------------|--------------------|-----------------------|
| 04 JUN 17 | 16 | 14 | 0 | 16 |
| 11 JUN 17 | 56 | 0 | 14 | 30 |
| 18 JUN 17 | 40 | 0 | 0 | 30 |
| 25 JUN 17 | 30 | 0 | 0 | 30 |
| 02 JUN 17 | 24 | 6 | 0 | 24 |

Timesheets and Compliance

I have reviewed the timesheets from Shawna Wasylyshyn and Scott Jacobsen and found them to be in compliance with AUSU policy.

AUSU Executive Report

Scott Jacobsen, VP Finance and Administration

Prepared: July 10, 2017



Committees

AUSU Finance: See Finance Report.

AUSU MECC: See MECC Report. Meeting on April 24. MECC committee focused on the AUGoals campaign, a Virtual Fireside Chat at the end of April with low turnout, and the AUSU 25 Year Anniversary with emphasis on a celebratory event – in Edmonton or Athabasca, and the rebranding of the logo.

General Faculties Council: The meeting was originally planned for April 26, but was cancelled by the General Faculties Council Executive Committee cancelled the April 26, 2017, meeting because there were no business items pending.

GFC Sub Committees

Academic Learning Environment Committee: There was no meeting this month.

Academic Excellence Awards Committee: There was no meeting this month.

Student Awards Committee: There was no meeting this month.

AUSU Business

Policies

Policy 3.01, 3.02 and 3.03 were reviewed by executive in preparation for the April council meeting. Policy 3.02 was presented to council for approval. Policy 3.03 was previously approved by executive as informal review and provided to council as information. Policy 3.01 is required to have 21 days notice to membership for any changes. Executive is arranging this and Policy 3.01 will come back to council for vote once sufficient notice to the membership has been given. Policy 3.04 and 3.05 are scheduled for review at the May council meeting and I have provided a first draft with comments and suggestions to the executive team. Looking even farther ahead, the policies for review will be 9.01, 9.02, 9.03, 9.06, 9.07 for July. June does not have any. (See Policy 1.01 Appendix – Policy Revision Schedule: <https://www.ausu.org/governance/bylaws-policies/>)

FHSS Meeting

This was my first FHSS meeting, which came in almost immediately after I came on executive role as the Vice President Finance and Administration. I felt overwhelmed with the over 100-page document, but became more familiarized with the processes and ways that things go over more time in the position.

Some of the key points of the meeting were discussion on courses in fourth-year psychology and educational psychology in addition to the humanities, with discussion around permanent closure for the humanities course. There was a course title change to a political course for the women in Canadian politics one. Then there was the permanent closure of the psychology of sustainability.

There was subsequent discussion around graduate level material, which is not of direct relevance to the AUSU membership or community. This was followed through with reports on some bachelor level programs. Lastly, there was an internal review report of the integrated studies program.

Meetings with Stakeholders

I participated in stakeholder meetings with Dr. Margaret Edwards, Rick Harland, and Dr. Cindy Ives/Alain May.

Dr. Margaret Edwards meeting discussed the situation with the nursing students and the concerns associated with that on the part of AUSU for its AUSU membership, especially the nursing students.

Rick Harland meeting discussed the marketing and advertising for AU. For example, the internal communique with Neil's notes, as in AU President Neil Fassina. There was also discussion on an AU-news relevant email campaign. AUSU updated on the June retreat upcoming as well as the #AUGoals campaign.

Dr. Cindy Ives/Alain May meeting was stated that AUSU didn't have too much new for them, but we want to bring the Bylaws in line with the Post-Secondary Learning Act. They reported – Ives and May – that the debit card is close to getting in place. The third-party review will be coming out soon. A major focus is keeping AU's accreditation. It ended with discussion on the #AUGoals campaign.

Meetings

April 12 – AUSU/AUFA Meeting

April 13 – FHSS Meeting

April 13 – Efficacy Call with Donette @ Athabasca Meeting

April 13 – Meeting with AUSU Staff and Executive

April 20 – Sarah from Aplin - Meet with Exec to present candidates

April 20 – Weekly AUSU Executive Meeting

April 24 – MECC Meeting

April 2017 Council Meeting

April 24 – Kim call

April 25 – AUSU Rick Harland

April 25 – Interview with ED candidates

April 26 – AUSU Executive & Cindy Ives and Alain May

April 26 – Quarterly AUSU/Dr. Margaret Edwards Meeting

April 26 – AUSU Virtual Fireside Chat

April 27 – Weekly AUSU Executive Meeting

Hours

Weekly Breakdown

| Week ending: | Hours Worked | Banked Time Used | Banked Time Earned | Banked Time Remaining |
|--------------|-------------------------------|------------------|--------------------|-----------------------|
| April 16 | 30 (Started on the third day) | 0 | 12 | 12 |
| April 23 | 26 (Stat Holiday) | 0 | 2 | 14 |
| April 30 | 35.5 | 0 | 5.5 | 19.5 |
| | | | | |
| | | | | |

Timesheets and Compliance

I have reviewed the timesheets from Shawna Wasylshyn and Julian Teterenko and found them to be in compliance with AUSU policy.

AUSU Executive Report

Scott Jacobsen, VP Finance and Administration

Prepared: July, 10, 2017



Committees

AUSU Finance: See Finance Report. The AUSU Finance Committee meeting was on May 16. The majority of the meeting was standard. However, the things of note, or the unique aspects of the meeting come from the line items for the contests as \$0. AUSU did budget for a free course from the #igo2AU contest.

Executive is to look into this with staff for an action item. A second action item was added based on the line item for the \$4,800 budgeted for computer, but \$6,467.74 worth of computers. The awards policy was updated to allow for 12 computer bursaries. That meant that much of the budget should permit \$9,600 for computer bursaries. There was a note as to the change to the computer bursary being put into effect, after the passing of the budget.

Also, there were \$9,200 listed in "Other Awards," which may cover the overage in the amount spent for computers. There was another action item regarding the discussion of the \$4,216.50 awarded for the health bursaries. The current listing in the line is \$3,516.60. There was a note that this was for the month of March. It may not be up to date.

AUSU is doing well within the budget for the other bursaries and awards. One student EFT withdrawal is outstanding based on their health plan refund, which is from November, 2016, which has an action item connected to it. Lastly, there was a note for the prior executive director for her final pay. It bounced back because of a cancelled bank account. It was sent to her via EFT.

The VPFA was congratulated for the successful Finance Committee; the VPFA's first one as a chair based on extenuating circumstances by the committee members

AUSU MECC: See MECC Report. No meetings in May. The committee has been slower. There has been some looks into the newsletter for revisions based on the recommendations of the members of the committee, as seen to be needed. Also, AUSU had its 25-year anniversary. The MECC Committee passed a motion for AUSU to change its branding through the alteration or update to its logo. The 25-year anniversary for the student union will be held in Athabasca, happily.

General Faculties Council: There was no meeting this month.

Awards Committee: I presented 2 Indigenous student awards to the awards committee on May 29. One was for a student coming into university from high school with merit as the basis at \$1,000. Another was a needs-based, or financial needs-based, proposal of \$1,000 for the Indigenous student or learner who had poor access to schooling earlier in life. The former was preferred and will be considered as a trial-run, possibly. The latter was rejected as an idea.

GFC Sub Committees

Academic Learning Environment Committee: There was a meeting on May 16. The Director, Institutional Studies and Sheldon Krasowski, Institutional Analyst, Institutional Studies presented the item on the agenda for the Course Evaluation Redesign Working Group. The committee approved the Course Evaluation Redesign Working Group. The group will be redesigning the course evaluation, as per the title, and this will include things such as how course evaluations will be utilized for the performance assessments. The approval of this was the main item of note, where the point of this working group is to redesign AU's Course Evaluation.

Academic Excellence Awards Committee: There was a meeting on May 9. The Academic Excellence Awards Committee reviewed and selected recipients for awards relevant to excellence in teaching, tutoring/mentoring, and graduate supervision. These were not easy decisions, as these were exceptionally qualified applicants for each applicant or potential awardee. These were the main items.

Student Awards Committee: There was a meeting on May 2. The main activities of the Student Awards Committee were the motions to approve the various changes to scholarships and bursaries, and awards, in 4 particular cases. One was for the Aboriginal community, through changes to a scholarship. Another was approval to the changes of the name, description, and criteria for a bursary for the environment. A third one was the approval to the changes of the description and criteria for another environmental award. A last one had the description and criteria changed for an award devoted to glass ceilings.

AUSU Business

Policies

Policy 9.01, 9.02, 9.03, 9.06, 9.07 were reviewed by me. I received feedback from the President and the Executive Director. I am awaiting feedback on the policies from the VPEX. Bearing in mind, the prior note on Policy 3.01 is required to have 21 days notice to membership for any changes. Executive is arranging this and Policy 3.01 will come back to council for vote. June does not have any (See Policy 1.01 Appendix – Policy Revision Schedule: <https://www.ausu.org/governance/bylaws-policies/>).

Bylaws

The reviews are underway and there is progress being made in the drafts.

CASA Foundations 2017 Conference and AGM

I attended the Canadian Alliance for Students' Associations Foundations 2017 Conference. The conference covered the gamut of training necessary for student executives or leaders. Julian, or the Vice President External Affairs was present with me. As can be noted below, we attended for an extended period of time:

- May 22 – CASA Foundation 2017 Conference (Various Sessions and Socials)
- May 23 – CASA Foundation 2017 Conference (Various Sessions and Socials)
- May 23 – AGM
- May 24 – CASA Foundation 2017 Conference (Various Sessions and Socials)
- May 25 – CASA Foundation 2017 Conference (Various Sessions and Socials)
- May 25 – Weekly AUSU Executive Meeting
- May 26 – CASA Foundation 2017 Conference (Various Sessions and Socials)
- May 27 – CASA Foundation 2017 Conference (Various Sessions and Socials)

More precisely, we were there to meet, to greet, to interact with other student leaders, and to train intensively. The conference was held in Ottawa from the 22nd to the 27th of May. The start of the conference proceedings was an opening from a First Nations Elder. Most of the conference was exchanging notes and training sessions, from which the notes came, for the executives.

Many of these were themed on CASA internal operations, ways to engage with the media and how to advocate on behalf of the students – in these cases the AUSU membership, post-secondary thematic issues relevant to the CASA membership, and then there were some guest speakers that described facets of different topics. Finally, we ended with the First Nations Blanket Ceremony, hosted by the Algonquin Elder, Barbara Hill, who was the opening First Nations Elder speaker too. Elections were held. That session took 5 hours. It was significant in length, but resumes and applicants were thoroughly considered.

I cannot speak for the other individuals who were the voting delegates there for their universities, but I found every single applicant exceptionally well-qualified (our very own Teterenko, too). It was simply very difficult decisions. We went in and out of camera several times for at least one of the applicants, as we considered and re-considered people within the process of elections to the CASA Board and to the various Board positions.

The VP EX, Julian Teterenko, ran for the Board treasurer position. He earned it, and won by 1 vote. That's what I mean by highly qualified candidates. He became the CASA Board treasurer. Shawna, although not present, was able to be run for the policy committee. I ran for the Trades and Tech Committee, the Internal Review Committee, and the National Advocacy Committee. Shawna and I were both elected to the committees that we ran for – happily. So AUSU has representation on 4 of the 5 CASA committees and 1 board member. We have an exceptional reach in the organization,

May 2017 Council Meeting

and I am proud of both the VPEX and the President for earning their respective positions

We had the AGM too. We attended, but could not attend for too long based on the constrictions in time and responsibilities at CASA Foundations 2017 Conference. The CASA board elections as a whole resulted in the following outcomes:

- Chair – Shifrah Gadamsetti (SAMRU)
- Secretary – Lauren Slegers (RRCSA)
- Treasurer – Julian Teterenko (AUSU)
- Director-at-Large, Policy – Parvin Sedighi (SAMU)
- Director-at-Large, Advocacy – Zak Chatur (STFXSU)
- Director-at-Large – Faisal Hejazi (BUSU)
- Director-at-Large – Herbert Bempah (UNBSU)

The benefits to the community of AUSU membership is large. These are valuable experiences and contributions to knowing what is going on and for advocating on behalf of the AUSU membership at, quite literally, a national level of influence as the second largest collective of student associations. The largest being the Canadian Federation of Students, or the CFS. CASA represents 250,000 students; whereas, CFS represents 650,000 students.

I had a fabulous time. The training and working closely with or around the VPEX was exactly what we needed for team building, which is so difficult being at a distance as an institution. Also, it was an intensive and needed training experience for the new, for me, executive position, and a wonderful opportunity to represent the AUSU membership; my highlight was the Blanket Exercise and seeing some other universities' executives breaking down and crying.

Meetings with Stakeholders

I participated in no stakeholder meetings in May. My next meeting is with Dr. Veronica Thompson.

Meetings

May 2 – GFC Student Awards Committee

May 3 – Student LifeLine Meeting - AUSU

May 4 – ED Interviews

May 4 – Weekly AUSU Executive Meeting

May 9 – AUSU Informal Meeting w/Staff

May 9 – AUSU Public Council Meeting

May 9 – GFC-AEAC

May 11 – Weekly AUSU Executive Meeting

May 16 – May Finance Meeting - for April Finance Package

May 16 – GFC - ALEC

May 18 – Weekly AUSU Executive Meeting

May 2017 Council Meeting

May 22 – CASA Foundation 2017 Conference (Various Sessions and Socials)
May 23 – CASA Foundation 2017 Conference (Various Sessions and Socials)
May 23 – AGM
May 24 – CASA Foundation 2017 Conference (Various Sessions and Socials)
May 25 – CASA Foundation 2017 Conference (Various Sessions and Socials)
May 25 – Weekly AUSU Executive Meeting
May 26 – CASA Foundation 2017 Conference (Various Sessions and Socials)
May 27 – CASA Foundation 2017 Conference (Various Sessions and Socials)
May 29 – VP CIO Search Committee Meeting
May 29 – Awards Committee Meeting
May 30 – VP CIO Search Committee Meeting 1
May 30 – VP CIO Search Committee Meeting 2
May 31 – VP CIO Search Committee Meeting

Hours

Weekly Breakdown

| Week ending: | Hours Worked | Banked Time Used | Banked Time Earned | Banked Time Remaining |
|--------------|--------------|------------------|----------------------------|-----------------------|
| May 7 | 22.25 | 7.75 | 0 | 11.75 |
| May 14 | 28.5 | 1.5 | 0 | 10.25 |
| May 21 | 21.75 | 8.25 | 0 | 2 |
| May 28 | 70 | 0 | 28 (max given banked time) | 30 (or max) |
| | | | | |

Timesheets and Compliance

I have reviewed the timesheets from Shawna Wasylyshyn and Julian Teterenko and found them to be in compliance with AUSU policy.

AUSU Executive Report

Scott Jacobsen, VP Finance and Administration

Prepared: July, 10, 2017



Committees

AUSU Finance: See Finance Report. There were two meetings, on June 2 and June 28 of 2017 to make up for some lost time. That lost time has been made up through have this dual-meeting month. There were questions around the definition of “other awards” in the finances, which required clarification from Tammy Massa – who did so. There was an outstanding withdrawal from Breanna Green, which the President has reported as resolved because it has gone through – or it is complete. Also, there was investigation into the “#igo2AU Contest.” All of these updates were relayed to the Finance Committee members. Also, there have been additional Doodle polls started to prepare for and schedule the next meetings, and to accommodate the tight schedules of some of the Finance Committee members.

AUSU MECC: See MECC Report. AUSU MECC member Jody Waddle resigned from the committee. The July MECC meeting Doodle poll has been sent out, and has been filled out by the VPFA.

General Faculties Council: Please see the sub-committees for details on associated content via the General Faculties Council Sub Committees. The General Faculties Council had a long meeting on June 14, 2017. The meeting was substantial and the document, as per usual, was also very large in terms. The following week, there was the June 22 Board/GFC Joint Meeting. The VPFA called in via phone. It ran for several hours, and was one large brainstorming session and expression of concerns and ideas. The VPFA came out feeling very positive about the trajectory of both the attitudes of the faculty and staff, and board, but the direction of the university, too.

GFC Sub Committees

Academic Learning Environment Committee: Based on a meeting on April 11, 2017, the Academic Learning Environment Committee of the General Faculties Council created or established a working group for the redesign of the course evaluation questionnaire for AU called the Course Evaluation, or CER, Working Group.

Academic Excellence Awards Committee: There was no meeting this month. The last meeting was May 9, 2017. No meeting has been scheduled since that time. Further details and updates will be provided once the subsequent meetings have been held and deliberations made.

Student Awards Committee: The GFC Student Awards Committee members received proposed revisions to awards from the Office of the Registrar, Student Awards & Financial Aid. A formal meeting was not held, nor was an informal meeting truly held for this month; however, the main thing that did occur was approval or rejection of the proposed award revisions through an asynchronous meeting for June 23, 2017.

AUSU Business

Policies

The following policies in section 9 of the AUSU [Bylaws & Policies](#) webpage were reviewed, 9.10, 9.12, 9.21, and 9.22, as follows (with links to the relevant documents, either online or in PDF form as required for reading and review):

| | | |
|------|---|---------------------------|
| 9.10 | External Relations – Athabasca University National Presence | View File |
| 9.12 | Academics – Course and Program Development and Maintenance | View File |
| 9.21 | Career Services | View File |
| 9.22 | E-Text Choice and Cost Savings Sharing | View File |

The first policy, “9.10 External Relations – Athabasca University National Presence,” was the most substantially in need of revisions, and so took the most amount of time to change. For the policies in general, the policies’ changes were made with two things in mind, clarity for a new reader and formalization of the language. So, some of the language was probably not clear such as initialisms such as “AUSU” or “AU” or “VPFA.”

These various titles are needed to be clarified first, and then can be used throughout the policies, which can help with the clarity of the content. Things become more straightforward, as far as the current VPFA considers the situation. The formalization of the language is another issue that needs to be balanced with clarity. So, the language was intended to be more straightforward while maintaining the similar formality expected for policy documents, which can mean heavy revisions in some instances, or light or no edits in others.

Executive Blog

Also, I wrote a June Blog, on June 1, which can be found here:

<https://www.ausu.org/2017/06/june-executive-blog-2/>

The topic was something of import to me, and to most of the AU community, which is the idea of community itself and gratitude. How do we bring that to fruition? How do we come together? What can facilitate it, and so on? I decided to take specific examples

within the context of executive because it is the Executive Blog, so past and current: Brandon and Kim, and Shawna, Julian, and I:

Since I was elected as VP Finance and Administration (VPFA), and before it, Shawna has been invaluable. I found her active, an engaged listener, knowledgeable of the organization and the needs of students, and unafraid to speak her mind and express concerns in a thorough way on behalf of students.

I also express gratitude to Kim Newsome (prior VPFA) for advice, calls, run-through's, and general training for the VPFA position. She has been patient, and a valuable mentor.

Julian is the Vice President External Affairs (VPEX). We came into AUSU at the same time. He has a real strength in being direct, being quick on the response, and taking a firm stance on issues. He is a real asset to AUSU, and to the membership, as well. He is a part of the Ukrainian Scouts and the Canadian Forces Primary Reserves.

In fact, Julian and I worked intensively together in late May. We went on a business trip from May 22nd to the 27th for the Canadian Alliance of Students' Associations (CASA) Foundations 2017 conference to learn about CASA, of which AUSU is a part. We worked together in a national venue, in Ottawa, with 20 or more university student unions represented by executives too. It was an extraordinary experience – humbling too – and an honor to represent everyone there. I am sure Julian would agree with the sentiment.

We got to know each other more. I saw sides of Julian, which I never saw before – and this made the experience of working and knowing one another even better. I am grateful for the experience and being able to work with Julian.

Brandon Simmons was the previous VP [External] and Student Affairs. I have known him as a highly devoted family man, who makes sacrifices on behalf of familial ties. It is honorable. Now, he, and [Andrew Gray](#), [Amanda Lipinski](#), [Robin Bleich](#), and Kim Newsome, are the non-executive part of council.

And I mean those statements. The gratitude for the community and efforts in support within the community. It is thanks to them that I am improving performance as a general councillor and an executive. I think we have a strong, solid team, who support one another in their effort and work to grow as individuals and councillors – executive or not.

CASA Foundations 2017 Conference Blurb

Lastly, I wrote a blurb for the CASA Conference, which was posted by the Executive Director AUSU account on June 26, 2017, but credit was listed at the bottom. It can be found here:

<https://www.ausu.org/2017/06/casa-foundations-conference/>

The conference is important because it's a great time to represent the AUSU membership as a whole in the foundational conference for the Canadian Alliance of Students' Associations, or CASA. It went from May 22 to 26. Julian (VPEX) and I went to the conference to learn more, coordinate, and represent the AUSU membership. There is more in-depth information inside of the post in the link above.

One of the more touching experiences was the Blanket Exercise with the Algonquin Elder, Barbara Hill. At one point, I ran over, while we were all in a circle, to grab one executive at another university a box of tissues because the experience brought her to not only tears, but sobbing. It was a fulfilling conference and experience.

Meetings with Stakeholders

- June 12 CASA Trades and Tech Committee Meeting
- June 14 [GFC] General Faculties Council
- June 20 AUSU National Advocacy Team
- June 22 Board/GFC Joint Meeting
- June 23 GFC Student Awards Committee

Meetings

- June 1 AUSU Executive Meeting
- June 2 Finance Committee Meeting
- June 2 Executive Meeting Bylaws Discussion
- June 12 AUSU Executive Meeting
- June 19 AUSU Executive Meeting
- June 27 Meeting w/ Tammy Massa (Finance)
- June 28 AUSU Executive Meeting
- June 28 Finance Committee Meeting

Hours

Weekly Breakdown

| Week ending: | Hours Worked | Banked Time Used | Banked Time Earned | Banked Time Remaining |
|--------------|--------------|------------------|--------------------|-----------------------|
| June 4 | 34.75 | 0 | 0 | 30 (max) |
| June 11 | 65.25 | 0 | 0 | 30 (max) |
| June 18 | 12.75 | 17.25 | 0 | 12.75 |
| June 25 | 27 | 3 | 0 | 9.75 |
| | | | | |

Timesheets and Compliance

June 2017 Council Meeting

I have reviewed the timesheets from Shawna Wasylyshyn and Julian Teterenko and found them to be in compliance with AUSU policy.

Committee Report

Finance Committee

Prepared by: Scott Jacobsen, Chair

Date: July, 4, 2017



Committee Members: Scott Jacobsen, Robin Bleich, Andrew Gray, Brandon Simmons, Julian Teterenko, Jodi Campbell (non-voting)

Activity This Month

The Finance Committee met twice this month to make up for some lost time, but this was a very productive month to do so. Shawna Wasylyshyn was a guest to the finance committee for June 2. It was called to order at 4:00MT. There was the approval of the agenda, followed by the approval of the meeting minutes. Both carried 5/0. This was then followed by review of the action items:

| | | |
|--------|------------------------------|--|
| May 17 | Complete | March 2017 AUSU Financial Statement Review: Investigate the contest funds which lists \$0 spent despite a free course that was given out from the #igo2AU contest. Executive/Staff The funds have not been paid as AU has not yet billed for the course. However, the student did already submit the certificate. |
| May 17 | Complete | March 2017 AUSU Financial Statement Review: Executive to look into the computer bursary budget, healthcare bursary budget, and “other” awards budget. Executive The computer budget line was not updated when AUSU passed a motion to allow for 12 computers instead of 8. The committee decided to lease the budget line as is for now. |
| May 17 | Complete | March 2017 AUSU Financial Statement Review: Investigate outstanding withdrawal for Breanna Green from November 11, 2016. Executive |
| May 17 | July 15, 2017 | Ensure 2017/2018 budget amounts for awards is aligned with policy 7.02. Executive |
| May 17 | In progress June 15, 2017 | March 2017 The Voice Financial Statement Review: Locate and update the AUSU capital assets list. Executive |
| June 2 | | March 2017 AUSU Financial Statement Review: Move overage in the computer bursary line item to the “other awards: line item. Jodi / Tammy |

Many were marked complete after having been reviewed and followed through on for the June 2 meeting. Many were covered in correspondence after this meeting and before the June 28 meeting, or on the June 28 meeting.

June 2017 Council Meeting

There were two special motions outside of the normal review of finances with one for the VPFA finances and another for the shifting around of funding for some of the awards, as below:

| |
|---|
| <p>Motion: BIRT the AUSU Finance Committee approves the May 2017 expense claim for VPFA Scott Jacobsen in the amount of \$487 as presented.</p> <p>R. Bleich / B. Simmons Carried 5/0</p> <p style="text-align: center;"><i>Expense Reimbursement CASA Foundations SJacobsen.xlsx</i> <i>2017-05-27_Taxi_Expense_Scott Jacobsen.jpg</i></p> |
| <p>Motion: BIRT the Finance Committee approved the following awards budget reallocation upon recommendation from the Awards Committee.</p> <ul style="list-style-type: none">• \$2,000 from Emergency to Achievement;• \$2,000 from Single parent to Returning Student and;• \$2,000 from Other to Balanced Student. <p>A. Gray / B. Simmons Carried 5/0</p> <p>The award committee passed a motion to reallocate unused funds from categories with low or no applications to grant more awards to applicants from the May awards cycle as there were a lot of deserving applicants from Academic Achievement, Returning Student, and Balanced Student awards.</p> |

The June 28 meeting followed the, for those reading that do not know, standard procedure of the adoption of the agenda followed by the approval of the council meeting minutes, as per the June 2 meeting. This was followed by a review of the May 2017 AUSU Financial Statement Review. There were questions about the budget line for he postage, which only had \$90 remaining.

The Executive Director anticipated or predicted, or expected, an overage of about \$200 or less. The aim is to keep this below 10%, so that there will need to be a motion for going over the line item. The Health Statement and the Health ActRec were removed because the account is now closed. Also, the current liabilities for the Lynda software and amortization, as listed, can be removed because it is no longer amortized.

There were some formatting issues with the financial statements, which made interpretation, comparison, and commentary difficult on some of the finances for much of the committee. Next, the May 2017 The Voice Financial Statement Review and the Internally Restricted Fund Summary were gone through.

The Internally Restricted Funds Summary had some notes including the Executive Director correcting the bursaries for 2017 as well as the Voice funds for both current assets and current liabilities. This closed with the open forum, which had some discussion around a course on financing for better knowledge and understanding of income statements and balance sheets, and the ways in which things are recorded.

June 2017 Council Meeting

Also, there was a focus on the AU corporate governance course. The next Doodle polls have been sent out for selection with an emphasis on flexibility for some committee members with late work schedules. The final action items were as follows:

| Date | Status Deadline | Action Item and Responsible Party |
|-------------|----------------------------------|---|
| May 17 | Complete | March 2017 AUSU Financial Statement Review: Investigate the contest funds which lists \$0 spent despite a free course that was given out from the #igo2AU contest. Executive/Staff |
| May 17 | Complete | March 2017 AUSU Financial Statement Review: Executive to look into the computer bursary budget, healthcare bursary budget, and “other” awards budget. Executive |
| May 17 | Complete | March 2017 AUSU Financial Statement Review: Investigate outstanding withdrawal for Breanna Green from November 11, 2016. Executive |
| May 17 | In progress July 15, 2017 | Ensure 2017/2018 budget amounts for awards is aligned with policy 7.02. Executive |
| May 17 | In progress June 15, 2017 | March 2017 The Voice Financial Statement Review: Locate and update the AUSU capital assets list. Executive |
| June 2 | Complete | March 2017 AUSU Financial Statement Review: Move overage in the computer bursary line item to the “other awards: line item. Jodi / Tammy |
| June 28 | July Meeting | May 2017 AUSU Financial Statement Review: Make corrections to the report formatting. J. Campbell / S. Jacobsen |
| June 28 | July Meeting | May 2017 The Voice Financial Statement Review: Reformat the dates in the Voice Internally Restricted Funds document for consistency. J. Campbell |
| June 28 | August | Open Forum: R. Bleich and S. Jacobsen are going to take the accounting course sent out and provide feedback on how helpful it is. S. Jacobsen / R. Bleich |

The June 28 action items are the next to be completed and reported on in the next report.

Thank you for your attention.

Committee Report

Awards Committee

Prepared by: Robin Bleich, Chair

Date: July 1st, 2017

Committee Members: Robin Bleich, Kim Newsome, Amanda Lipinski, Julian Teterenko, Jodi Campbell (non-voting).



Activity This Month

Summary

It has been a very productive month for the awards committee; including but not limited to award fund reallocation recommendations for additional 2017 May intake applicants and other year-round bursaries being reviewed for consideration.

June 2, 2017, the awards committee unanimously passed the following motion as a recommendation for the finance committee to consider, which also was passed:

BIRT The Awards Committee approves the following fiscal award funds to be reallocated and used towards additional May 2017 Award and Bursary applicants in the following manner:

- \$2,000 from Emergency to Achievement;**
- \$2,000 from Single parent to Returning Student and;**
- \$2,000 from Other to Balanced Student.**

Six (6) additional applicants will be awarded for their academic achievements, in addition to their ability to balance life demands; or returning to academics after prolonged periods of time. Deliberations and voting is scheduled on July 10, 2017.

Motions

In order of the decisions: On June 2, 2017, we had a motion pass 4/0 for a recommendation to be made to the financial committee regarding fund reallocation for addition May award recipients; On June 2, 2017, we had a motion fail 0/4 for Computer Bursary; On June 15, 2017, we had a motion pass 4/0 for a Computer Bursary; On June 21, 2017, we had a motion fail 0/4 for a Computer Bursary; On June 24, 2017, we had a motion fail 1/2 for a Health Care Bursary.

Original Motion with Decision:

June 2, 2017: BIRT The Awards Committee approves the following fiscal award funds to be reallocated and used towards additional May 2017 Award and Bursary applicants in the following manner:

- \$2,000 from Emergency to Achievement;**
- \$2,000 from Single parent to Returning Student and;**
- \$2,000 from Other to Balanced Student.**

June 2017 Activity Report

Moved by: R. Bleich
Seconded by: K. Newsome

This motion passes 4/0.

June 2, 2017: BIRT AUSU Awards Committee approve the attached Computer Bursary application XXXX.

Moved by: R. Bleich
Seconded by K. Newsome

This motion fails 0/4

June 15, 2017: BIRT AUSU Awards Committee approve the attached Computer Bursary application XXXX.

Moved by: R. Bleich
Seconded by A. Lipinski

This motion passes 4/0

June 21, 2017: BIRT AUSU Awards Committee approve the attached Computer Bursary application XXXX.

Moved by: R. Bleich
Seconded by: A. Lipinski

This motion fails 0/4.

June 24, 2017: BIRT AUSU Awards Committee approve the attached Health Care Bursary application XXXX.

Moved by: R. Bleich
Seconded by: A. Lipinski

This motion fails 1/2.

Awards Overview

The table includes only the applications that were reviewed by the Awards Committee. It does not include any applications that were withdrawn or disqualified for not meeting minimum criteria. Disqualified applications do not get sent to the committee.

| Award | Apps | Approved | Denied | Notes | Remaining Awards | Budget | Total paid | Remaining Budget |
|----------------------------------|------|----------|--------|-------|------------------|------------------------|------------|------------------|
| Academic Achievement Scholarship | 143 | 4 | 139 | | 0 | \$4000 2/deadline | \$4,000 | \$0 |
| AUSU Bursaries | 29 | 10 | 19 | | 0 | \$10,000 5/deadline | \$10,000 | \$0 |

June 2017 Activity Report

| | | | | | | | | |
|--|------------|-----------|------------|--|-----|-----------------------|-----------------------------|--------------------|
| Computer Bursaries | 17 | 11 | 6 | | 1 | \$9,600 or 12 comp. | \$6,468.23 (update l/p x 2) | \$3,131.77 |
| Single Parent Bursary | 0 | 0 | 0 | | 2 | \$2,000 1/deadline | \$0 | \$0 |
| Travel Bursaries | 2 | 2 | 0 | | n/a | \$4,000 \$1,000/e | \$920.49 | \$3,079.51 |
| Emergency Bursaries | 2 | 2 | 0 | | n/a | \$6,000 \$700/e | \$501 | \$3,499 |
| Health Care Bursary | 9 | 6 | 3 | | n/a | \$18,800 | \$5,216.6 | \$13,583.4 |
| Peter MacKinnon Student Services Award | 4 | 1 | 3 | | 0 | \$1,000 One time only | \$1,000 | \$0 |
| Student Service Award | 11 | 4 | 7 | | 0 | \$4,000 2/deadline | \$4,000 | \$0 |
| Returning Student Award | 63 | 4 | 59 | | 0 | \$4,000 2/deadline | \$4,000 | \$0 |
| Balanced Student Award | 54 | 4 | 50 | | 0 | \$4,000 2/deadline | \$4,000 | \$0 |
| Total | 334 | 48 | 286 | | | \$67,400 | \$40,106.32 | \$27,293.68 |

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: 04 July 2017



Committee Members: Julian Teterenko, Scott Jacobsen, Shawna Wasylyshyn, Amanda Lipinski, Donette Kingyens, Jodi Campbell (non-voting).

Activity This Month

Committee Resignation:

This month I received the resignation of our member-at-large, Jody Waddle. She could not commit the time anymore for the committee, and we will miss her work on MECC items. We are currently in the process of having someone replace the position.

Newsletters:

The committee has been working on brainstorming ideas for upcoming newsletters and previewing the ones ready to send out.

Meeting:

There was poll send out and the next committee meeting will be on the 17th of July, 2017.

AUSU Office Report

Jodi Campbell, Executive Director

Prepared: June 30, 2017



Administration

June has been busy for the team as we prepared for the retreat, transitioned aspects of the finance processes over to the ED, and continue to build on our new foundation. It has been busy, while at the same time very rewarding experience for me to be a part of the growth and change that AUSU is currently experiencing.

Office Set-Up:

As part of the office move we added a few important pieces of furniture into the office this month. By working with Source Furniture here in Edmonton, we were able to secure post-secondary pricing for some items that filled in our new office space. Everything looks great, and our new office space is definitely feeling like home.

Committee Support

Finance:

Much of this month I have been becoming more familiar with the financial side of AUSU. This began with orientation sessions with Shawna to understand current processes both internally and at TD, walking through the EFT and transfer procedures, as well as the different aspects of developing the monthly payables package.

I met with Chad from KRP (AUSU Auditors) to review our current audit process and prep for our upcoming audit later this fall. Soon after, I met with our financial investor at CWB to go over our investment portfolio and gain a deeper understanding of their investment philosophy. Both meetings allowed me to complete the paperwork required to become an authorized signing delegate for AUSU.

Recently our AUSU staff and the VPFA met with Tammy (bookkeeper) to follow up on our May meeting and discuss some changes we are looking to incorporate into our year end process as well as some changes we hope will be adopted into our next fiscal year.

Overall these meetings very productive and offered an opportunity to meet the AUSU stakeholders that contribute to our financial management.

The Voice

Voice Working Group Action Plan:

The Voice working group has made substantial head way this month with meeting the action items created for the Magazine. Here is a breakdown of the work completed to date:

- Confirmed details of the Voice website RFP and sent to five qualified web designers seeking proposals by June 28th.
- Received three RFP's on June 28th for review by the working group. (due to timelines and project scale, 2 design companies politely declined our RFP invitation)
- Working group met to review proposals and will select a successful candidate on July 4.
- Determined marketing goals for the new website along with external marketing ideas to support the launch of the website on Sept 1st, 2017.

I am happy with the progression we have made with the Voice up to this point. Coming up we will be selecting our successful candidate with the intention of starting our consultation process with the designer next week.

Governance

2017 Council Retreat:

During the second week of June we enjoyed a successful council retreat. Since the retreat I have worked with the staff to transcribe and compile all the pages and sticky notes into our Retreat Report. Thanks to everyone for providing feedback on the retreat and contributing to the report to ensure it best reflects the event. Final draft of the report will be completed in July and presented to Council for approval.

Strategic Planning 2018-2020:

Work is in-progress to develop our new **Strategic Plan** for 2018-2020. This work began at the retreat and will continue through the summer as we finalize this document that will outline our long term AUSU goals. The first draft has been presented to the executive council for review. Stay tuned for further consultation with council regarding the AUSU Strategic Plan.

Accompanying our Strat Plan will be our **Operational Plan**, which will detail into our goals and will be a living document as we progress into the future. Much of the framework for this document is now in place and will be completed on a parallel timeline to our Strategic Plan.

Bylaws Review:

With revisions coming from the retreat this month, I have worked closely with the executive team to amend the current draft. The document is currently with our Communications and Member Services Coordinator being cleaned up and formatted for the next review.

June 2017 Activity Report

AMICCUS-C Membership:

I am proud to announce that AUSU is now a member of the Association for Managers in Canadian College/University Student Centers (AMICCUS-C). This amazing organization is comprised of students' unions/associations from across Canada and provides AUSU with a great deal of resources for both the staff and the association. Membership fees for 2017 will be \$400 (half year), with full year membership fees being \$800 in 2018.

Conclusion:

If you have any comments or questions about the ED report, please feel free to contact me anytime.

Meetings

| | |
|---------|---|
| June 1 | Weekly Executive Meeting |
| June 2 | Meeting with Sarah Tokar – recruitment follow up |
| June 2 | Bylaws Review with Executive Council |
| June 2 | Finance Committee Meeting (May) |
| June 5 | Meeting with Source Furniture Rep |
| June 7 | AUSU Council Retreat |
| June 8 | AUSU Council Retreat |
| June 9 | AUSU Council Retreat |
| June 10 | AUSU Council Retreat |
| June 12 | Weekly Executive Meeting |
| June 13 | Attended ED/GM Meeting (NAIT, UofA, AUSU) |
| June 14 | AUSU Weekly Staff Meeting |
| June 14 | Voice Working Group Meeting |
| June 19 | Weekly Executive Meeting |
| June 20 | AUSU staff meeting to review survey results |
| June 21 | AUSU Weekly Staff Meeting |
| June 21 | Voice Working Group Meeting |
| June 22 | Meeting with Karl Low - The Voice |
| June 26 | Meeting with KRP – Auditors |
| June 27 | New student mailout initiative meeting with staff |
| June 27 | Annual Review – Jamie Mulder |
| June 27 | Meeting with Tammy Massa – Bookkeeper |

June 2017 Activity Report

| | |
|---------|---|
| June 28 | AUSU Weekly Staff Meeting |
| June 28 | Weekly Executive Meeting |
| June 28 | Voice Working Group Meeting |
| June 28 | Finance Committee Meeting (June) |
| June 29 | Executive meeting - budget consultation |
| June 29 | Voice budget considerations – Karl Low |

AUSU Office Report

Donette Kingyens,
Communications & Member Services Coordinator

Prepared: July 4, 2017



Administration

- **Student Inquiries**

- Less than average student inquiries this month. The majority of inquiries were related to AU, including how to admissions and enrollment, how to submit assignments, exams, transcript requests, etc.
- Received a few requests for advocacy, including advocacy for e-text choice, tutor response time, grading response time, and appeals for academic misconduct charges.

| | Emails | Phone Calls | Instant Chats | Website | Facebook |
|-----------|--------|-------------|---------------|---------|----------|
| June 2017 | 24 | 6 | 1 | 0 | 0 |
| May 2017 | 37 | 3 | 7 | | 1 |
| Apr 2017 | 32 | 0 | 7 | | 1 |
| Mar 2017 | 29 | 3 | 8 | | |
| Feb 2017 | 23 | 3 | 9 | 1 | 1 |
| Jan 2017 | 38 | 3 | 9 | | 1 |
| Dec 2016 | 20 | 2 | 5 | 1 | |
| Nov 2016 | 18 | 4 | 4 | | |
| Oct 2016 | 32 | 2 | 2 | | 1 |
| 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.

Website comments refers specifically to questions that required an answer on news/blog posts

- **General Duties**

- Handled Admin Assistant inbox on her off days
- Helped with orientation of new Executive Director
- Assisted with some council retreat planning and package building
- Monitored new forums and deleted spam posts

Meetings

- 7 – Council Retreat Session
- 8 – Council Retreat Session, Convocation
- 9 – Board of Governors Dinner, Convocation
- 10 – Convocation
- 11 – Convocation

June 2017

- 14 – Regular Staff Meeting
- 20 – Staff Meeting re: Services Survey Results
- 21 – Regular Staff Meeting
- 27 – Staff Meeting re: New Student Mailouts
- 28 – Regular Staff Meeting

Projects

- **Manuals / Procedures**
 - Continued working on instructions for various office procedures.
- **Budget**
 - Worked on compiling list of subscriptions to help with new budget process
 - Prices out some costs for promotional/publications budget
- **Student Forums**
 - Finished programming and launching new AUSU forums
 - Wrote up instructions on forum administration
- **AUSU Logo Rebranding**
 - Officially launched new logo announcement in June 2 newsletter
 - Updated logos/colours on social media channels and Voice ads
 - Continued working on redesigning social media and communications images and advertisement for new colour scheme (over 40 images created/recoloured to date).
 - Updated various documents with new logo/colour scheme, including council reports, meeting agendas, letterhead, various forms and waivers, proposals templates, among others.
 - Updated logo throughout Mobile App
 - Updated logo on website and put in request to web designer to update website colour template (to be done early July)
 - Designed several potential new images for executive twitter background images
 - Designed new business cards with new colour scheme and ordered them
 - Updated website instant chat “attention grabber”

Services

- **Statistics on Services Provided for the Month:**
 - *NOTE: No grad cards in June as no graduates in June.*

| Month | Mobile App Accounts | Lynda | Calendars | Eyewear Discount | Grad Cards | Welcome Email |
|-----------|---------------------|-------|-----------|------------------|------------|---------------|
| June 2017 | 133 | 81 | 1 | 6 | 0* | 633 |
| May 2017 | 157 | 63 | 0 | 21 | 261 | 1093 |
| Apr 2017 | 100 | 21 | 1 | 3 | 78 | 1060 |
| Mar 2017 | 188 | 162 | 0 | 12 | 87 | 424 |
| Feb 2017 | 144 | 32 | 3 | 10 | 64 | 503 |

| | | | | | | |
|-----------|-----|-----|---|-----|-----|------|
| 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 |

- **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 |
|------------|----------------|--------------|---------------|--------------|---------------------|------------------------|
| June 2017 | 1,178 | 81 | 1,871 | 125 | 12 | 29 |
| May 2017 | 1,096 | 63 | 2,220 | 144 | 19 | 34 |
| Apr 2017 | 1,032 | 21 | 2,735 | 182 | 22 | 38 |
| Mar 2017 | 1,011 | 162 | 3,657 | 242 | 20 | 59 |
| Feb 2017 | 848 | 32 | 1,873 | 121 | 17 | 28 |
| 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 |

- **Course Evaluations**

| Month | Total Evaluations | New Evaluations |
|-----------|-------------------|-----------------|
| June 2017 | 572 | 15 |
| May 2017 | 557 | 13 |
| Apr 2017 | 544 | 6 |
| Mar 2017 | 538 | 10 |
| Feb 2017 | 528 | 7 |

June 2017

| | | |
|------------|-----|-----|
| 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 |

Social Media & Marketing

- **Newsletters**

- **June 2** - [AUSU Updates – AUSU 25th Birthday Party, Convocation, New Forums, And More!](#)
- **June 16** - [AUSU Updates – New Logo, Bursaries Available, Student Spotlight, Services Available, and More!](#)

- **The Voice**

- Sent Voice ads for each Voice publication in June (June 2, 9, 16, 23, 30).

| Weekly Stats | Overall Visits | Unique Visits | Bounce Rate* | PDF Views | Highest # of Views per Article | Articles with over 20 views |
|---------------------------|----------------|---------------|---------------|-----------|--------------------------------|-----------------------------|
| June 23 – 29, 2017 | 782 | 576 | 72.94% | 29 | 31 | 1 |
| June 16 – 22, 2017 | 694 | 578 | 73.29% | 16 | 66 | 3 |
| June 9 – 15, 2017 | 592 | 473 | 73.75% | 17 | 18 | 0 |
| June 2 – 8, 2017 | 683 | 580 | 70.33% | 21 | 31 | 1 |
| June 2017 Overall | 3,028 | 2,421 | 71.44% | 88 | 69 | 9 |
| May 26 – Jun 1, 2017 | 613 | 507 | 74.34% | 20 | 60 | 2 |
| May 19 – 25, 2017 | 704 | 557 | 74.26% | 13 | 27 | 1 |
| May 12 – 18, 2017 | 688 | 577 | 76.74% | 13 | 28 | 1 |
| May 5 – 11, 2017 | 799 | 667 | 71.71% | 20 | 23 | 1 |
| Apr 28 – May 4, 2017 | 1,057 | 900 | 78.87% | 13 | 73 | 2 |
| May 2017 Overall | 3,166 | 2,637 | 75.92% | 64 | 97 | 9 |
| April 21 – 27, 2017 | 835 | 676 | 72.21% | 36 | 40 | 3 |
| Apr 14 – 20, 2017 | 771 | 650 | 71.39% | 27 | 37 | 4 |
| Apr 7 – 13, 2017 | 770 | 666 | 74.2% | 34 | 22 | 1 |
| Mar 31 – Apr 6, 2017 | 687 | 560 | 76.36% | 29 | 25 | 2 |
| April 2017 Overall | | | | | | |
| Mar 24 – 30, 2017 | 886 | 749 | 68.45% | 37 | 38 | 3 |

June 2017

| | | | | | | |
|-------------------------|--------------|--------------|---------------|------------|------------|-----------|
| Mar 17 – 23, 2017 | 641 | 558 | 76.58% | 13 | 27 | 1 |
| Mar 10 – 16, 2017 | 817 | 683 | 71.97% | 17 | 40 | 4 |
| Mar 3 – 9, 2017 | 971 | 810 | 69.38% | 26 | 28 | 4 |
| Feb 24 – Mar 2, 2017 | 785 | 674 | 73.58% | 23 | 47 | 4 |
| Mar 2017 Overall | 3,643 | 3,075 | 71.42% | 103 | 59 | 14 |
| Feb 17 – 23, 2017 | 980 | 797 | 76.16% | 17 | 99 | 4 |
| Feb 10 – 16, 2017 | 695 | 591 | 78.61% | 19 | 27 | 2 |
| Feb 3 – 9, 2017 | 1,217 | 1,022 | 74.61% | 26 | 126 | 6 |
| Jan 27 – Feb 2, 2017 | 855 | 685 | 77.81% | 23 | 30 | 2 |
| Feb 2017 Overall | 3,775 | 3,166 | 7.43% | 87 | 144 | 19 |
| Jan 20 – 26, 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 |

*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 |
|------------------|-------------------|-----------------|-------------------------------|-------------------------------|----------------------------|----------------------------|---------------------|
| June 2017 | 4,300 | 133 | 1,556 | 56 | 25,825 | 1,464 | 20 |
| May 2017 | 4,167 | 157 | 1,500 | 48 | 24,360 | 1,403 | 23 |
| Apr 2017 | 4,010 | 100 | 1,452 | 100 | 22,957 | 1,703 | 7 |
| Mar 2017 | 3,910 | 188 | 1,352 | 122 | 21,254 | 2,502 | 27 |
| Feb 2017 | 3,722 | 144 | 1,230 | 57 | 18,752 | 1,046 | 23 |
| 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 |

- **Website**

- Posted June council agenda
- Posted June policy revisions
- Posted April meeting minutes
- Posted June newsletters
- Posted April & May financials
- Updated Advocacy page with more advocacy efforts per exec reports
- Updated awards page/application with new name for Student Volunteer Award
- Updated event listings with upcoming council meetings
- Worked on updating colour scheme
- Monitored forums

- **New Stories Posted**

- June 26, 2017 – [CASA Foundations Conference](#)
- June 21, 2017 – [2017 Council Retreat](#)
- June 16, 2017 – [25th Anniversary Re-Branding](#)

- **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 | FAQs | The Voice |
|------------|-------------|--------------|--------|---------|--------------|-------|------------|---------|------------------|------|-----------|
| Jun 2017 | 11,294 | 4,858 | 927 | 130 | 589 | 851 | 60 | 185 | 120 | 35 | 51 |
| May 2017 | 10,486 | 4,379 | 975 | 136 | 773 | 665 | 276 | 607 | 256 | 59 | 35 |
| April 2017 | 15,713 | 6,338 | 5,557 | 155 | 508 | 510 | 110 | 80 | 101 | n/a | 28 |
| Mar 2017 | 13,012 | 5,487 | 3,170 | 359 | 494 | 1,281 | 112 | 345 | 156 | n/a | 44 |
| Feb 2017 | 7,106 | 2,909 | 559 | 202 | 466 | 453 | 274 | 245 | 77 | n/a | 15 |
| Jan 2017 | 11,158 | 4,853 | 2,263 | 274 | 431 | 1,254 | 130 | 213 | 130 | n/a | 24 |
| Dec 2016 | 6,463 | 2,827 | 448 | 218 | 445 | 383 | 100 | 115 | 108 | n/a | 32 |
| Nov 2016 | 13,042 | 5,451 | 1,067 | 262 | 669 | 585 | 411 | 267 | 189 | n/a | 34 |
| Oct 2016 | 17,815 | 7,483 | 3,613 | 244 | 600 | 428 | 236 | 179 | 197 | n/a | 33 |
| Sept 2016 | 16,024 | 6,752 | 2,200 | 293 | 748 | 552 | 561 | 182 | 309 | n/a | 66 |
| Aug 2016 | 10,010 | 4,296 | 675 | 404 | 506 | 1,038 | 178 | 209 | 138 | n/a | 50 |
| July 2016 | 8,786 | 3,757 | 798 | 314 | 151 | 1,247 | 101 | n/a | 133 | n/a | 76 |
| June 2016 | 7,474 | 3,154 | 416 | 147 | 238 | 554 | 230 | n/a | 192 | n/a | 74 |
| May 2016 | 7,746 | 3,531 | 669 | 143 | 181 | 513 | 101 | n/a | 135 | n/a | 23 |
| April 2016 | 17,503 | 7,339 | 5,351 | 199 | 57 | 483 | 88 | n/a | 133 | n/a | 16 |
| Mar 2016 | 12,235 | 4,388 | 596 | 189 | 61 | 271 | 173 | n/a | 146 | n/a | 29 |
| Feb 2016 | 8,796 | 3,339 | 305 | 136 | 68 | 484 | 72 | n/a | 76 | n/a | 8 |

| Month | Advocacy | Quick | Forum | Health | Exec | Finances | Council | Minutes | Agendas | News & | Policies |
|-------|----------|-------|-------|--------|------|----------|---------|---------|---------|--------|----------|
|-------|----------|-------|-------|--------|------|----------|---------|---------|---------|--------|----------|

| | Links | | | Plan | Blog | | | Archives | | | |
|-------------------|-------|-----|-----|------|------|-----|-----|----------|-----|-----|-----|
| Jun 2017 | 60 | 38 | 770 | 131 | 95 | 24 | 213 | 27 | 40 | 135 | 224 |
| May 2017 | 90 | 34 | 319 | 171 | n/a | 71 | 341 | 42 | 301 | 81 | 244 |
| Apr 2017 | 67 | 33 | 118 | 109 | 198 | 63 | 293 | 62 | 77 | 151 | 345 |
| Mar 2017 | 151 | 37 | 66 | 147 | 45 | 86 | 319 | 45 | 101 | 165 | 269 |
| Feb 2017 | 29 | 49 | 86 | 143 | 85 | 65 | 152 | 59 | 84 | 143 | 399 |
| Jan 2017 | 71 | 45 | 150 | 178 | 236 | 79 | 193 | 66 | 95 | 137 | 365 |
| Dec 2016 | 21 | 33 | 60 | 91 | 386 | 76 | 124 | 56 | 80 | 111 | 268 |
| Nov 2016 | 45 | 59 | 132 | 202 | 83 | 26 | 281 | 54 | 73 | 127 | 325 |
| Oct 2016 | 35 | 65 | 127 | 217 | 589 | 29 | 343 | 67 | 112 | 126 | 287 |
| Sept 2016 | 82 | 51 | 136 | 266 | 46 | 60 | 300 | 44 | 82 | 149 | 289 |
| Aug 2016 | 35 | 69 | 112 | 265 | 209 | 101 | 409 | 53 | 97 | 231 | 356 |
| July 2016 | 45 | 24 | 84 | 182 | 459 | 53 | 228 | 34 | 41 | 133 | 257 |
| June 2016 | 52 | 27 | 120 | 250 | 43 | 82 | 201 | 23 | 78 | 136 | 225 |
| May 2016 | 36 | 63 | 86 | 258 | 151 | 22 | 270 | 23 | 42 | 172 | 224 |
| April 2016 | 45 | 44 | 114 | 228 | 82 | n/a | 796 | 85 | 148 | 121 | 223 |
| Mar 2016 | 35 | n/a | 89 | 208 | 48 | n/a | 281 | 84 | 128 | 127 | 341 |
| Feb 2016 | 35 | n/a | 112 | 230 | 42 | n/a | 272 | 61 | n/a | 126 | 459 |

• **Website Polls**

- *What are your plans for the summer?*
 - Study more than ever 10
 - Work 8
 - Go on a vacation 2
 - Go camping 2
 - Rest & Relaxation 3
 - Other 1
 - **Total Responses:** 26
 - **Posted:** June 5 – June 19

- *Are you going to the 2017 convocation in Athabasca?*
 - Yes 5
 - No 10
 - **Total Responses:** 15
 - **Posted:** June 5 – June 19

- *Do you prefer courses with exams, or courses with essays?*
 - Exams 12
 - Essays 9
 - Both 11
 - Neither 2
 - **Total Responses:** 34
 - **Posted:** May – June 5

• **Social Media Statistics:**

○ Facebook

| Month | Total Posts | Total Likes | New Likes | Average post reach | Overall Engagements | Overall Impressions |
|-----------|-------------|-------------|-----------|--------------------|---------------------|---------------------|
| June 2017 | 73 | 1,179 | 20 | 484 | 287 | 64,507 |
| May 2017 | 64 | 1,168 | 20 | 486 | 348 | 59,076 |
| Apr 2017 | 61 | 1,156 | 26 | 414 | 250 | 40,158 |
| Mar 2017 | 73 | 1,139 | 26 | 281 | 252 | 42,433 |
| Feb 2017 | 58 | 1,124 | 19 | 506 | 149 | 47,163 |
| 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 |

○ Twitter

| Month | Total Posts: | Total Followers | New Followers | Retweets | Link Clicks | Overall Impressions |
|-----------|--------------|-----------------|---------------|----------|-------------|---------------------|
| June 2017 | 71 | 817 | 8 | 21 | 69 | 18,371 |
| May 2017 | 60 | 815 | 15 | 20 | 110 | 14,387 |
| Apr 2017 | 59 | 809 | 9 | 15 | 73 | 12,899 |
| Mar 2017 | 70 | 808 | 20 | 19 | 104 | 18,219 |
| Feb 2017 | 52 | 796 | 13 | 18 | 64 | 17,453 |
| 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 |

June 2017

| | | | | | | |
|-----------------|----|-----|----|----|----|--------|
| 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 |

o **LinkedIn**

| Month | Total Posts: | Total Followers | New Followers | Engagements | Link Clicks | Overall Impressions |
|------------------|---------------------|------------------------|----------------------|--------------------|--------------------|----------------------------|
| Jun 2017 | 69 | 232 | 0 | 30 | 21 | 3,578 |
| May 2017 | 57 | 232 | 0 | 35 | 28 | 2,851 |
| Apr 2017 | 53 | 234 | 0 | 53 | 43 | 3,619 |
| Mar 2017 | 55 | 234 | 3 | 65 | 44 | 5,139 |
| Feb 2017 | 39 | 231 | 1 | 52 | 39 | 4,183 |
| 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 |