



Athabasca University Students' Union

Council Meeting Agenda

Tuesday, September 12, 2017

5:30 pm MT

Athabasca University
Students' Union

- *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>, select "Enter as a guest", enter your name and email address and click "Join Meeting". In a moment the "Connect Audio" box will pop up. Under the "Call My Phone" tab, enter your phone number and extension if applicable and click "Connect Me". The system will call your telephone for the audio component of the meeting. You can also connect audio through your computer but your speaker and microphone set-up may affect sound quality for you and other participants.

If, **and only if**, you do not have computer access for the meeting, you may join the audio only portion of the meeting by calling **1-877-806-9883** and entering the participant code **206869#**.

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 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

Members: Bonita Arbeau

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 S. Wasylyshyn

Proposed Motion: BIRT AUSU council adopt the agenda.

2017-09-12 Council Agenda.pdf

2.0 Approval of Council Meeting Minutes S. Wasylyshyn

Proposed Motion: BIRT AUSU council approve the minutes of the August 8, 2017 regular council meeting.

2017-08-08 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 S. Jacobsen

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

New Business

4.0 Bylaw Review All

Proposed Motion:

Whereas AUSU was originally established under the Societies Act of Alberta,

Whereas AUSU is now a statutory corporation under the law of Alberta according to the Post Secondary Learning Act,

Whereas AUSU Bylaws were never updated in accordance to the requirements for authority and governance as described in the Post Secondary Learning Act,

Whereas the Post Secondary Learning Act gives authority to AUSU Council for in the creation and amendment of Bylaws,

BIRT AUSU Council adopt the attached document with the file name "AUSU Bylaws 2017" as the only official bylaws of the Athabasca University Students Union and hereby rescind any prior versions or copies of AUSU bylaws.

Note: This agenda item is the first reading of the AUSU Bylaws 2017 in accordance with the current bylaws. The membership was notified of the first reading of the bylaws in an e-newsletter sent to all members on August 21, 2017. If the above motion passes, the second reading is scheduled for October 12 at 5:30pm MT.

5.0 Executive Compensation Review Committee All

Proposed Motion: BIRT AUSU Council appoints Kim Newsome, Robin Bleich, and Brandon Simmons as voting members, and Amanda Lipinski as a non-voting member, to the 2017 Executive Compensation Review Committee.

NOTE: The current TOR for this committee calls for a membership of three councillors, however, four councillors all expressed interest in participating. As a group, it was decided that the committee would benefit from the experience and dynamics of having two past executives with two new councillors on the committee. However, only 3 members will be voting members in keeping with the TOR.

6.0 **2018-2020 AUSU Strategic Plan.** All

Proposed Motion: BIRT AUSU council adopt the 2018-2020 AUSU Strategic Plan as presented.

AUSU Strategic Plan 2018-2020.docx
AUSU Operational Plan 2018-2020.xlsx

Note: The operational plan is included for informational purposes only. The operational plan is a living document that directs AUSU's actions while aligning directly with the strategic plan. Together, these two documents will set the direction of AUSU for the next three years.

- 7.0 Executive Director Employment Status** All
- Proposed Motion:** BIRT AUSU Council acknowledge the end of the probationary period for Executive Director, Jodi Campbell and approve the recommendation of the AUSU Executive Council that his employment be continued as described in his AUSU Employment Agreement, signed May 12, 2017.
- 8.0 Governance and Advocacy Coordinator** Executive
- Discussion regarding the potential addition of a full-time governance and advocacy coordinator position to the AUSU staff, to be approved by the executive council.
- Governance and Advocacy Job Description 2017_DRAFT.docx*
- 9.0 Policy Revisions** Executive
- Note:** Updated policy 4.08 Administration: Removing a Member From Good Standing, policy 5.04 Human Resource Management: Discipline and Dismissals, and policy 5.07 Human Resource Management: Staff Professional were approved by executive as part of an informal review.
- Policy_4.08_Removing_Member_Good_Standing_EXEC_EDITS.docx*
Policy_5.04_Discipline_and_Dismissals_EXEC_EDITS.docx
Policy_5.07_Staff_Professional_Development_EXEC_EDITS.docx
- Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 5.02 Human Resource Management: Staff Hiring.
- Policy_5.02_Staff_Hiring_EXEC_EDITS.docx*
- Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 5.03 Human Resource Management: Staff Management.
- Policy_5.03_Staff_Management_EXEC_EDITS.docx*

Reports

- 10.0 Reports for the Month of August 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.
- 10.1 President's Report** S. Wasylyshyn
2017-08 President Report.pdf
- 10.2 Vice President External and Student Affairs' Report** J. Teterenko
2017-08 VP External Report.pdf
- 10.3 Vice President Finance and Administration's Report** S. Jacobsen
2017-08 VP Finance Report.pdf
- 10.4 Executive Meeting Report** S. Wasylyshyn
2017-08 Exec Meeting Report.pdf
- 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.

10.5	Finance Committee Report <i>2017-08 Finance Committee Report.pdf</i>	S. Jacobsen
10.6	Awards Committee Report <i>2017-08 Awards Committee Report.pdf</i>	R. Bleich
10.7	Member Engagement and Communication Committee Report <i>2017-08 MEC Committee Report.pdf</i>	J. Teterenko
10.8	Executive Director's Report <i>2017-08 Executive Director Report.pdf</i>	J. Campbell
10.9	Communication and Members Services Coordinator's Reports <i>2017-08 Communications Coordinator Report.pdf</i>	D. Kingyens
10.10	Approval of Reports Proposed Motion: BIRT Council approve the August 2017 reports as presented.	All

Question & Answer Period

11.0	Question & Answer Period <p>Observers are encouraged to participate in the question & answer period.</p> <p>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.</p> <p>This section of the meeting will be limited to 30 minutes in length.</p> <p>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.</p> <p>The chair will direct the question to the appropriate councillor or staff member for a response.</p> <p>Observers are also invited to contact the AUSU office with any questions that arise from the meeting at ausu@ausu.org , 780.497.7000, or 1.755.497.7003.</p>	S. Wasylyshyn
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Next Meeting and Adjournment

The next meetings of council will be:
Thursday, October 12, 2017, 5:30pm MST – Public Meeting
Tuesday, November 14, 2017, 5:30pm MST – Public Meeting

Motion to Adjourn