



# Athabasca University Students' Union

## Council Meeting Agenda

**Monday, January 15<sup>th</sup>, 2018**  
**5:30 pm MT**

- *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 and Governance and Advocacy Coordinator Emmanuel Barker

**Expected Participants**

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

**Staff:** Executive Director Jodi Campbell, Communications and Member Services Coordinator Donette Kingyens, Governance and Advocacy Coordinator Emmanuel Barker

**Members:** Carla Knipe

**Absent:** Councillor Andrew Gray - Vacation

**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**

<b>1.0</b>	<b>Adoption of Agenda</b>  <b>Proposed Motion:</b> BIRT AUSU council adopt the agenda. <i>2018-01-15 Council Agenda.pdf</i>	S. Wasylyshyn
<b>2.0</b>	<b>Approval of Council Meeting Minutes</b>  <b>Proposed Motion:</b> BIRT AUSU council approve the minutes of the December 12th, 2017 regular council meeting. <i>2017-12-12 Council Minutes DRAFT.docx</i>	S. Wasylyshyn

**Proposed Motion:** BIRT AUSU council approve the minutes of the December 18th, 2017 special council meeting.

*2017-12-18 Special Council Meeting 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.

### Action Items

#### 3.0 Review of Action Items

S. Wasylyshyn

**Note:** The status of the action and agenda items at the bottom of the most recent regular council minutes (December 12, 2017 in this case) will be reviewed briefly.

### New Business

#### 4.0 Executive Compensation Review Committee Report Presentation

R. Bleich

*ECRC\_Report\_to\_Council\_Jan2018\_DRAFT.docx*

**Note:** See ECRC recommendation package folder for the complete list of included documents.

**Proposed Motion:** BIRT AUSU council accept the January 2018 executive compensation review committee report, as well as discharge the committee and thank them for their work.

#### 5.0 Fee Increase, First Reading

S. Wasylyshyn

**Proposed Motion:** BIRT AUSU council approve a membership fee increase in the amount of \$1.50 per credit to take effect on January 1, 2019.

*Fee Increase - AUSU Budget 2017-2018.xlsx*

*Fee Increase Communications Plan.docx*

#### 6.0 Policy Revisions

B. Simmons

**Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 8.01 Terms of Reference: Finance Committee.

*Policy\_8.01\_Finance\_Committee\_TOR.docx*

**Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 8.02 Terms of Reference: Awards Committee.

*Policy\_8.02\_Awards\_Committee\_TOR.docx*

**Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 8.04 Terms of Reference: Member Engagement and Communications Committee

*Policy\_8.04\_Member\_Engagement\_and\_Communications\_Committee\_TOR.docx*

**Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 2.06 Student Representation on AU Committees.

*Policy\_2.06\_Student\_Representation\_on\_AU\_Committees.docx*

**Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 2.15 Executive Accountability and Compensation as per the recommendation from the executive compensation review committee.

*Policy\_2.15\_Executive\_Accountability\_and\_Compensation\_2018.docx*

## Old Business

- 7.0 Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 2.14 Council Governance: Councillor Responsibilities and Honoraria. S. Wasylyshyn  
R. Bleich / S. Wasylyshyn  
*Policy\_2.14\_Councillor\_Responsibilities\_and\_Honoraria\_EXEC\_EDITS.docx*  
**Note:** This proposed motion was tabled during the December 12<sup>th</sup> council meeting.

## Reports

- 8.0 Reports for the Month of December 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.
- 8.1 President's Report** S. Wasylyshyn  
*2017-12 President Report.pdf*
- 8.2 Vice President External and Student Affairs' Report** J. Teterenko  
*2017-12 VP External Report.pdf*
- 8.3 Vice President Finance and Administration's Report** B. Simmons  
*2017-12 VP Finance and Administration Report.pdf*
- 8.4 Executive Meeting Report** S. Wasylyshyn  
*2017-12 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.
- 8.5 Finance Committee Report** S. Wasylyshyn  
*2017-12 Finance Committee Report.pdf*
- 8.6 Awards Committee Report** R. Bleich  
*2017-12 Awards Committee Report.pdf*
- 8.7 Member Engagement and Communication Committee Report** J. Teterenko  
*2017-12 MEC Committee Report.pdf*
- 8.8 Executive Compensation Review Committee** R. Bleich  
*2017 ECRC Actions Jan 8.xlsx*
- 8.9 Executive Director's Report** J. Campbell  
*2017-12 Executive Director Report.pdf*
- 8.10 Communication and Members Services Coordinator's Reports** D. Kingyens  
*2017-12 Communications Coordinator Report.pdf*

**8.11 Acceptance of Reports**

All

**Proposed Motion:** BIRT council accept the December 2017 reports as presented.

**Question & Answer Period**

**9.0 Question & Answer Period**

S. Wasylyshyn

Observers are encouraged to participate in the question & answer period.

This is a regular part of this meeting and as such will be recorded, will follow Robert’s Rules of Order, and will be included in the minutes.

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](mailto:ausu@ausu.org) , 780.497.7000, or 1.755.497.7003.

**Next Meeting and Adjournment**

The next meetings of council will be:

**Tuesday, February 13th, 2018, 5:30pm MST – Public Meeting**

**Tuesday, March 13th, 2018, 5:30pm MST – Public Meeting**

Motion to Adjourn

**Summary of Agenda Items**

Date	Status Deadline	Action Item and Responsible Party
September 12	In progress	<b>Executive Director’s Report:</b> Update the member services policy to clarify what a service is versus an offer or discount. <b>MECC Committee</b>
	May 1, 2018	<b>Finance Committee Report:</b> Finance committee to add the accounting course requirement to the first finance committee meeting following the election. <b>Finance Committee</b>
December 12		<b>#igo2AU Waiver Form:</b> Awards Committee to review the criteria of the award, including discussing possibly changing the award to require only videos. <b>Awards Committee</b>

**Summary of Action Items**

Date	Status Deadline	Action Item and Responsible Party
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June 9		<b>Vice President External and Student Affairs Report:</b> Review the executive blog schedule to ensure the VPEX is not scheduled to write one during a busy CASA month. <b>Executive</b>
August 8	June 2018	<b>Adoption of Agenda:</b> Rescind policy 9.22 in February. <b>Staff/Council</b>
October 12	In progress	<b>Finance Committee Report:</b> When the Finance Committee Terms of Reference are up for review, a statement should be included that committee members are required to complete a finance course to improve financial literacy. <b>Action Item</b>
October 12	In progress	<b>Member Engagement and Communications Committee Report:</b> All committee chairs to review their committee terms of reference which outlines what needs to be reported to council. <b>Committee Chairs</b>
December 12	January 15	<b>Policy Revisions:</b> The executives are to review policy 2.06 again to incorporate opportunities for councillors to represent AUSU on AU committees, and resubmit the policy at the January Council meeting. <b>Executives</b>
December 12		<b>Policy Revisions:</b> The executives are to review policy 2.14 again as well as the committee terms of reference to ensure fair compensation. <b>Executives</b>