



# Athabasca University Students' Union

## Council Meeting Agenda

Tuesday, February 13<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:** Julian Teterenko, Vice President External and Student Affairs

**Type of Meeting:** AUSU Council Meeting

**Minutes:** Governance and Advocacy Coordinator Emmanuel Barker

**Expected Participants**

**Council:** 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:** Communications and Member Services Coordinator Donette Kingyens, Governance and Advocacy Coordinator Emmanuel Barker

**Members:** Carla Knipe

**Absent:** Councillor Andrew Gray; President Shawna Wasylshyn; Executive Director Jodi Campbell

**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><br><br><b>Proposed Motion:</b> BIRT AUSU council adopt the agenda.<br><i>2018-02-13 Council Agenda.pdf</i>   | J. Teterenko |
| <b>2.0</b> | <b>Approval of Council Meeting Minutes</b><br><br><b>Proposed Motion:</b> BIRT AUSU council approve the minutes of the January 15th, 2018 regular council meeting.<br><i>2018-01-15 Council Minutes DRAFT.docx</i> | J. Teterenko |

**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** J. Teterenko

**Note:** The status of the action and agenda items at the bottom of the most recent regular council minutes (January 15<sup>th</sup>, 2018 in this case) will be reviewed briefly.

### New Business

**4.0 Kingston Ross Pasnak (KRP) Presentation of the AUSU 2016-2017 Financial Audit** B. Simmons

*2017\_KRP\_Final\_Audit\_Findings.docx*

*2017\_KRP\_Financial\_Statements.docx*

**Proposed Motion:** BIRT AUSU council accepts the audited 2016-2017 financial statements presented by Kingston Ross Pasnak.

**Note:** Chad Knippel, Partner at KRP, will be attending the meeting to present on the above findings to AUSU council.

**5.0 Selection of Auditors for the 2017-2018 Fiscal Year** B. Simmons

**Proposed Motion:** BIRT AUSU council appoints Kinston Ross Pasnak as the auditors for AUSU's financial records for the 2017-2018 fiscal year.

**6.0 Policy Revisions** B. Simmons

**Note:** Updated policy 2.08, Council Governance: Meeting Attendance was approved by the executive as part of an informal review.

*Policy\_2.08\_Council\_Governance\_Meeting\_Attendance.docx*

**Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 2.04, Council Governance: Discipline Process.

*Policy\_2.04\_Council\_Governance\_Discipline.docx*

**Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 2.09, Council Governance: Delegation of Authority.

*Policy\_2.09\_Council\_Governance\_Delegation\_of\_Authority.docx*

**Proposed Motion:** BIRT AUSU council adopt the updated copy of policy 8.08, Terms of Reference: Executive Compensation Review Committee.

*Policy\_8.08\_TOR\_Executive\_Compensation\_Review.docx*

## Reports

- 7.0 Reports for the Month of January 2018.**  
**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** J. Teterenko  
*2018-01 President Report.pdf*  
*AUSU Statement on considerations for the 2018 - 2019 AU draft budget.pdf*
- 7.2 Vice President External and Student Affairs’ Report** J. Teterenko  
*2018-01 VP External Report.pdf*
- 7.3 Vice President Finance and Administration’s Report** B. Simmons  
*2018-01 VP Finance and Administration Report.pdf*
- 7.4 Executive Meeting Report** B. Simmons  
*2018-01 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.
- 7.5 Finance Committee Report** B. Simmons  
*2018-01 Finance Committee Report.pdf*
- 7.6 Awards Committee Report** R. Bleich  
*2018-01 Awards Committee Report.pdf*
- 7.7 Member Engagement and Communication Committee Report** J. Teterenko  
*2018-01 MEC Committee Report.pdf*
- 7.8 Executive Director's Report** J. Teterenko  
*2018-01 Executive Director Report.pdf*
- 7.9 Communication and Members Services Coordinator’s Reports** D. Kingyens  
*2018-01 Communications Coordinator Report.pdf*
- 7.10 Acceptance of Reports** All  
**Proposed Motion:** BIRT council accept the January 2018 reports as presented.

## Question & Answer Period

- 8.0 Question & Answer Period** J. Teterenko
- 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, March 13th**, 2018, 5:30pm MST – Public Meeting

**Tuesday, April 10th**, 2018, 5:30pm MST – Public Meeting

Motion to Adjourn

### Summary of Agenda Items

| Date         | Status<br>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.<br><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.<br><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.<br><b>Awards Committee</b>  |

### Summary of Action Items

| Date       | Status<br>Deadline | Action Item and Responsible Party  |
|------------|--------------------|--|
| June 9     | In progress        | <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.<br><b>Executive</b> |
| August 8   | June 2018          | <b>Adoption of Agenda:</b> Rescind policy 9.22 in February.<br><b>Staff/Council</b>  |
| January 15 | December 2018      | <b>Policy Revisions:</b> When policy 6.06 is up for review, it should specify that the finance packages should be sent to all of council monthly.<br><b>Executives</b>                       |

