



Athabasca University Students' Union

Council Meeting Minutes

Tuesday, March 13th, 2018

5:30 pm MT

- *Please consider the key ethical principles of AUSU, which are respect for persons, respect for the organization, 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: President Shawna Wasylyshyn
Type of Meeting: AUSU Council Meeting
Minutes: 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, Councillor Andrew Gray
Staff: Executive Director Jodi Campbell, Communications and Member Services Coordinator Donette Kingyens, Governance and Advocacy Coordinator Emmanuel Barker, Voice Editor Karl Low
Absent:
Members Carla Knipe

Agenda and Minutes

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|------------|---|---------------|
| 1.0 | Adoption of Agenda
Proposed Motion: BIRT AUSU council adopt the agenda.
<i>2018-03-13 Council Agenda.pdf</i> | S. Wasylyshyn |
| 2.0 | Approval of Council Meeting Minutes
Proposed Motion: BIRT AUSU council approve the minutes of the February 13th, 2018 regular council meeting.
<i>2018-02-13 Council Minutes DRAFT.docx</i> | S. Wasylyshyn |

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. Wasylyshyn

Note: The status of the action and agenda items at the bottom of the most recent regular council minutes (February 13th, 2018 in this case) will be reviewed briefly.

New Business

4.0 AUSU Fee Refund Interpretation

B. Simmons

Proposed Motion:

WHEREAS the Alberta Post-Secondary Learning Act gives AUSU Council authority to set bylaws and fees;

WHEREAS AUSU bylaws section 3.16 states that AUSU fees are “non-refundable”;

WHEREAS AUSU bylaws section 1.0 states that AUSU Council is the official interpreter of AUSU bylaws;

WHEREAS following the most recent revision of the bylaws in 2017, AUSU council became aware of certain scenarios regarding refunds that required further consideration. Upon review, AUSU council interprets "non-refundable" as follows:

BIRT AUSU council approve the following interpretation of the AUSU bylaws regarding student fee refunds (bylaws section 3.16), taking effect retroactively starting January 1st, 2018:

- Refunds will occur for all AU approved compassionate case refund requests.
- Refunds will occur for all course withdrawals that occur before the course start date.
- Refunds will NOT be granted for course withdrawals that occur after the course start date.

5.0 Policy Revisions

B. Simmons

Proposed Motion: BIRT AUSU council adopt the updated copy of policy 2.10, Council Governance: Executive Director.

Policy_2.10_Council_Governance_Executive_Director.docx

Proposed Motion: BIRT AUSU council adopt policy 2.17, Council Governance: Non-Partisanship.

Policy_2.17_Council_Governance_Non-Partisanship.docx

Proposed Motion: BIRT AUSU council adopt the updated copy of policy 8.09, Terms of Reference: Executive Committee

Policy_8.09_Terms_of_Reference_Executive_Committee.docx

Proposed Motion: BIRT AUSU council adopt the updated copy of policy 9.18, Position: Student Aid

Policy_9.18_Position_Student_Aid.docx

Reports

6.0 Reports for the Month of February 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.

6.1 President's Report

2018-02 President Report.pdf

S. Wasylyshyn

6.2 Vice President External and Student Affairs' Report

2018-02 VP External Report.pdf

J. Teterenko

6.3 Vice President Finance and Administration's Report

2018-02 VP Finance and Administration Report.pdf

B. Simmons

6.4 Executive Meeting Report

2018-02 Exec Meeting Report.pdf

B. Simmons

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.

6.5 Finance Committee Report

2018-02 Finance Committee Report.pdf

B. Simmons

6.6 Awards Committee Report

2018-02 Awards Committee Report.pdf

R. Bleich

6.7 Member Engagement and Communication Committee Report

2018-02 MEC Committee Report.pdf

J. Teterenko

6.8 Executive Director's Report

2018-02 Executive Director Report.pdf

J. Campbell

6.9 Communication and Members Services Coordinator's Reports

2018-02 Communications Coordinator Report.pdf

D. Kingyens

6.10 Acceptance of Reports

All

Proposed Motion: BIRT council accept the February 2018 reports as presented.

Question & Answer Period

7.0 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 , 780.497.7000, or 1.755.497.7003.

Next Meeting and Adjournment

The next meetings of council will be:

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

Tuesday, May 8th, 2018, 5:30pm MST – Public Meeting

Summary of Agenda Items

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

Summary of Action Items

Date	Status Deadline	Action Item and Responsible Party
June 9	Complete	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
August 8	Ongoing	Adoption of Agenda: Rescind policy 9.22 in February. Note: This action item is on hold until AU implements the AU Bookstore. Staff/Council
January 15	December 2018	Policy Revisions: When policy 6.06 is up for review, it should specify that the finance packages should be sent to all of council monthly. Executives