



# Athabasca University Students' Union

## Council Meeting Agenda

**Tuesday April 10<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:** 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.

**Members:** Carla Knipe, Councillor-Elect Melinda Goertz, Councillor-Elect Sarah Blayney Lew, Councillor-Elect Darcie Fleming, Councillor-Elect Natasha Donahue, Councillor-Elect Brittany Daigle, Councillor-Elect Mark Teeninga, Councillor-Elect Joshua Ryan, Councillor-Elect Christine Hudder, Councillor-Elect Lisa Oracheski, Councillor-Elect Alice Namu.

**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

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|------------|---|---------------|
| <b>1.0</b> | <b>Adoption of Agenda</b>   | S. Wasylyshyn |
|            | <b>Proposed Motion:</b> BIRT AUSU council adopt the agenda.<br><i>2018-04-10 Council Agenda.pdf</i>   |               |
| <b>2.0</b> | <b>Approval of Council Meeting Minutes</b>  | S. Wasylyshyn |
|            | <b>Proposed Motion:</b> BIRT AUSU council approve the minutes of the March 8th, 2018 Special Meeting of Council.<br><i>2018-03-08 Election Meeting Minutes DRAFT.docx</i> |               |

- 3.0 Proposed Motion:** BIRT AUSU council approve the minutes of the March 13th, 2018 regular council meeting. S. Wasylyshyn

*2018-03-13 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

- 4.0 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 (March 13<sup>th</sup>, 2018 in this case) will be reviewed briefly.

#### New Business

- 5.0 Presentation of the Annual Report** S. Wasylyshyn

**Proposed Motion:** BIRT AUSU council accept the 2018 AUSU Annual Report.

*AUSU 2018 Annual Report.docx*

- 6.0 AUSU Financial Reserve** B. Simmons

**Proposed Motion:** BIRT AUSU council restrict \$360,000.00 for the purpose of a contingency reserve and \$60,000.00 for the purpose of future AUSU leasehold improvements.

*AUSU VPFA Reserve Report.docx*

- 7.0 AUSU Fee Increase- First Reading** B. Simmons

**Proposed Motion:** BIRT AUSU council approve a membership fee increase in the amount of \$0.75 per credit to take effect on October 1, 2018.

[\*AUSU Fee Increase Member Communications\*](#)

**Note:** Per AUSU Bylaw section 1.01(e) the above special resolution has been presented to the AUSU membership for consultation, and must receive a two-thirds majority vote from AUSU council at two separate readings of the resolution to be successful. The second reading to take place during the May AUSU regular council meeting.

#### Reports

- 8.0 Reports for the Month of March 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.

- 8.1 President's Report** S. Wasylyshyn

*2018-03 President Report.pdf*

- 8.2 Vice President External and Student Affairs' Report** J. Teterenko

*2018-03 VP External Report.pdf*

- 8.3 Vice President Finance and Administration's Report** B. Simmons

*2018-03 VP Finance and Administration Report.pdf*

- 8.4 Executive Meeting Report** S. Wasylyshyn

*2018-03 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.

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|--|--------------|
| <b>8.5 Finance Committee Report</b><br><i>2018-03 Finance Committee Report.pdf</i>   | B. Simmons   |
| <b>8.6 Awards Committee Report</b><br><i>2018-03 Awards Committee Report.pdf</i>   | R. Bleich    |
| <b>8.7 Member Engagement and Communication Committee Report</b><br><i>2018-03 MEC Committee Report.pdf</i>                 | J. Teterenko |
| <b>8.8 Executive Director's Report</b><br><i>2018-03 Executive Director Report.pdf</i>                                     | J. Campbell  |
| <b>8.9 Communication and Members Services Coordinator's Report</b><br><i>2018-03 Communications Coordinator Report.pdf</i> | D. Kingyens  |
| <b>7.10 Acceptance of Reports</b><br><b>Proposed Motion:</b> BIRT council accepts the March 2018 reports as presented.     | All          |

## Council Changeover

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|---|---------------|
| <b>9.0 Council Changeover</b>   |               |
| <b>8.1 Old Council Dissolution</b><br><b>Proposed Motion:</b> BIRT the AUSU council for the 2016-2018 term is officially dissolved.   | S. Wasylyshyn |
| <b>8.2 New Council Oath of Office</b><br>President Shawna Wasylyshyn will welcome the new councillors to the table and lead them in reciting the Oath of Office. Note that the Oath of Office has been signed and returned by all incoming council members.<br><i>Councillor Oath Document.pdf</i>  | S. Wasylyshyn |
| <b>From this point on, all motions will be moved, seconded, and voted on by the new council. Outgoing councillors are welcome to remain as observers if they wish.</b>  |               |
| <b>8.3 Announcement of 2018 AUSU Executive Election Results</b><br>The results of the 2018 Executive Election, held on March 21st in accordance with AUSU policy 3.02: Election of Executive Officers, are hereby announced.<br>The new AUSU executive councillors shall be <b>Brandon Simmons as president; Melinda Goertz as vice president external and student affairs; and Natasha Donahue as vice president finance and administration.</b> | J. Campbell   |
| <b>8.4 Confirmation of New Council Meeting Time</b><br>AUSU council's new meeting schedule will be announced.   | B. Simmons    |
| <b>10.0 Appointment of AUSU Standing Committee Membership</b>   |               |

### 9.1 Finance Committee

B. Simmons

**Proposed Motion:** BIRT council approve the following appointments to the finance committee: VPFA Natasha Donahue ex-officio as chair, and \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ as voting members.

**Note:** A minimum of two councillors and a maximum of five councillors may be appointed to this committee by council at this time.

### 9.2 Awards Committee

B. Simmons

**Proposed Motion:** BIRT council approve the following appointments to the awards committee: \_\_\_\_\_ as chair, and \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ as voting members.

**Note:** A minimum of three councillors and a maximum of five councillors, one of whom must be an executive councillor, may be appointed at this time. The committee chair must be selected by the members of the committee following their appointment.

### 9.3 Member Engagement and Communication Committee

B. Simmons

**Proposed Motion:** BIRT council approve the following appointments to the member engagement and communication committee: VPPEX Melinda Goertz as chair, and \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, and \_\_\_\_\_ as voting members.

**Note:** Up to four councillors may be appointed to this committee by council at this time.

## Question & Answer Period

### 11.0 Question & Answer Period

B. Simmons

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, May 8<sup>th</sup>, 2018, 5:30pm MST – Public Meeting**

**Tuesday, June 12<sup>th</sup>, 2018, 5:30pm MST – Public Meeting**

**Note:** dates are to be determined.

Motion to Adjourn

**Summary of Agenda Items**

<b>Date</b>	<b>Status</b> <b>Deadline</b>	<b>Action Item and Responsible Party</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>
March 13		<b>Review of Action Items:</b> It was agreed to reopen a new agenda item to further define the distinction between “offering” or “service”. <b>MECC Committee</b>

**Summary of Action Items**

<b>Date</b>	<b>Status</b> <b>Deadline</b>	<b>Action Item and Responsible Party</b>
August 8	Ongoing	<b>Adoption of Agenda:</b> Rescind policy 9.22 in February. <b>Note:</b> This action item is on hold until AU implements the AU Bookstore. <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. <b>Executives</b>
March 13		<b>Adoption of Agenda:</b> Policy 8.09 to be edited and presented at a subsequent council meeting. <b>Staff/Executive</b>
March 13		<b>Question and Answer Period:</b> D. Kingyens to look into why PDF views of The Voice Magazine are not showing correctly in Google Analytics. <b>D. Kingyens</b>
April 10		<b>Policy Revisions:</b> remove the 2017-18 version of policy 2.15 Council Governance: Executive Accountability and Compensation from the AUSU website and replace it with the revised 2018-19 copy. <b>D. Kingyens</b>