



Athabasca University Students' Union

Council Meeting Minutes

Thursday, August 9th, 2018

6:30 pm – 7:30 pm MST

Meeting Called By: Brandon Simmons, President

Type of Meeting: AUSU Council Meeting

Minutes: Governance and Advocacy Coordinator Emmanuel Barker

Participants

Council: President Brandon Simmons, Vice President Finance and Administration Natasha Donahue, Councillor Sarah Blayney Lew, Councillor Brittany Daigle, Councillor Darcie Fleming, Councillor Christine Hudder, Councillor Amanda Lipinski, Councillor Alice Namu, Councillor Lisa Oracheski, Councillor Joshua Ryan, Councillor Mark Teeninga.

Staff: Executive Director Jodi Campbell, Governance and Advocacy Coordinator Emmanuel Barker, Voice Magazine Managing Editor Karl Low.

Members: Rachel Krisa, Nicky Harrison, Carla Knipe.

Regrets: Councillor J. Teterenko (vacation), M. Goertz (vacation)

Called to Order: 6:34 pm MST

Agenda and Minutes

1.0 Adoption of Agenda B. Simmons

Motion: BIRT AUSU council adopt the August 9th, 2018 council meeting agenda.

2018-08-09 Council Agenda.pdf

A. Lipinski/ L. Oracheski 11/0

2.0 Approval of Council Meeting Minutes B. Simmons

Motion: BIRT AUSU council approve the minutes of the July 12th, 2018 regular council meeting.

B. Daigle/ A. Lipinski 11/0

2018-07-12 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 B. Simmons

Note: The status of the current action items can be found at the bottom of the agenda

- Request for Interim CMSC to research Voice viewership (in PDF) reporting via google analytics.

Action Item

New Business

4.0 AUSU Budget 2018/2019 B. Simmons

Motion: BIRT AUSU council approve the AUSU Budget for 2018-2019 as recommended by the Finance Committee

- Outline to the proposed changes was provided, including plans to allocate funding for a website re-design and increases to the awards category.

Reports

5.0 For Information: Reports for the month of July 2018.

Note: Regular monthly reports from executive councillors, 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.

5.1 President's Report

2018-07 President Report.pdf

B. Simmons

5.2 Vice President External and Student Affairs' Report

2018-07 VP External and Student Affairs Report.pdf

M. Goertz

5.3 Vice President Finance and Administration's Report

2018-07 VP Finance and Administration Report.pdf

N. Donahue

5.4 Executive Meeting Report

2018-07 Exec Meeting Report.pdf

N. Donahue

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.

5.5 Finance Committee Report

2018-07 Finance Committee Report.pdf

N. Donahue

5.6 Awards Committee Report

2018-07 Awards Committee Report.pdf

A. Lipinski

5.7 Member Engagement and Communication Committee Report

2018-07 MEC Committee Report.pdf

M. Goertz

5.8 Executive Director's Report

2018-07 Executive Director Report.pdf

J. Campbell

5.9 Communication and Members Services Coordinator's Report

2018-07 Communications Coordinator Report.pdf

M. Pudwell

6.0 Question & Answer Period

B. Simmons

- A question was raised from the floor regarding Student Lifeline.
- Questions were raised regarding recent Meet & Greet events.

Next Meeting and Adjournment

The next meetings of council will be:

Thursday, September 13th, 2018, 6:30pm MST – Public Meeting

Thursday, October 11th, 2018, 6:30pm MST – Public Meeting

Motion to Adjourn: **N. Donahue 7:25 pm**

Summary of Agenda Items

Date	Status Deadline	Action Item and Responsible Party
	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

Summary of Action Items

Date	Status Deadline	Action Item and Responsible Party
August 8	Ongoing	Adoption of Agenda: Rescind policy 9.22 in February. Staff/Council Note: This action item is on hold until AU implements the AU Bookstore.
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. Executive
March 13	In progress	Question and Answer Period: D. Kingyens to look into why PDF views of The Voice Magazine are not showing correctly in Google Analytics. D. Kingyens
June 16	September 2018	Communications and Member Services Report: MECC to review the overall effectiveness of the AUSU Instagram launch. MECC
July 12	Complete	AU Learning Framework: Create summary of council recommendations regarding the AU Learning Framework Review Staff

AUSU Office Report

Jodi Campbell, Executive Director

Prepared: July 31st, 2018



Administration

AUSU Staff Update:

As I'm sure you are also experiencing, the summer is flying by and the staff have been busy on several projects, while also enjoying some much-deserved time away to work on their sun burns. The only item to note at this time is an update on D. Kingyen's return to AUSU. As last reported we were anticipating Donette's return for the start of September – this has since been adjusted and she will now be returning for an estimated October 1st start. I am currently working with MacKenzie to extend her stay with AUSU to align with this change.

Lynda.com:

We experienced some Lynda.com down-time in July due to some technical connection issues. This caused our Lynda access through our proxy server to be interrupted for just over 2 weeks. It was determined that the AUSU version of ezProxy (which is our organizational server) was out of date for Lynda.com. Upgrading the server was then researched by our website developer and we proceeded with the work as she outlined. During this outage we posted a message on the Lynda.com page of our website as well as through our newsletter and social media notifying students of this situation. After working with our website developer and updating our ezProxy server on July 27th, we were able to re-establish our Lynda.com student access.

Budget 2018-2019:

I am pleased to say that we have had a successful month in building the draft framework of our 2018-2019 AUSU budget. After a number of consultations with staff, executive committee, and lastly with our finance committee we were able to establish a final draft budget that will be presented to council during the August 12th meeting.

I am especially proud of the work we accomplished this year as this will be the first balanced budget, presented to council for approval, in many years. This budget in many ways reflects what has been done and what will be done to ensure AUSU remains healthy and sustainable well into the future. As you are aware, it's essential that AUSU create transparency and accountability in the financial management of the association and I am confident you will see those values reflected in this year's budget proposal. I specifically want to thank the staff, our VPFA, and our executive team for all the work dedicated to this project over the past month.

General Administration:

- The staff are currently researching alternatives to our online meeting software, GlobalMeet. After a less than ideal performance at our last finance committee meeting, we have no choice but to check out the industry for a better solution to our online meeting needs. I have been speaking to the GlobalMeet team regularly over the past couple weeks and they are certain they have rectified the issues; however, I still think we'll continue to discuss alternatives in an effort to ensure our teleconference meetings run smoothly.

July 2018 Activity Report

- In July, I received our first AU student fees receipt from AU (for the month of June), which includes the new AUSU refund structure. Historically AU was refunding between 800-1000+ AUSU refunds each month. In June we provided 461 refunds, which was in line with our new refund policy. AU is currently in the process of manually determining the correct refunds for the months of January '18 to May '18, with the intention of reimbursing AUSU before the end of this fiscal year.
- On July 19th I attended my first AMICCUS board meeting as the western region director for the national association. Representing AUSU on this national board has been great so far and I look forward to putting AUSU on the map even more as I work with students' unions across Canada.

Committee Support

Finance Committee:

Big thanks to all involved with the budget consultations and of course our finance committee for sitting through a two-hour meeting to review and discuss the draft budget, while being dropped from the conference call every 10 minutes. :)

In July the committee was presented with an AU course offering called, Financial Statements Made Easy. The goal of this video series is to provide a basic level of financial literacy for the committee members. This began one year ago with a great deal of value being provided to the committee members. Please let me know if you would like access to this video series as a non-committee member.

Awards Committee:

No meeting for the awards committee took place in July. The awards committee work in July was relatively quiet outside of the few year-round applications we received. Otherwise business as usual.

MEC Committee:

Although there was no MEC committee meeting this month we were certainly busy with the ongoing elements of our monthly engagements with the student membership including:

- Preparation for the transition of the online Student Lifeline mental health service, which will now be taken over by AU starting September 1st, 2018. New online service has yet to be announced.
- The Instagram launch was a huge success. This platform has been a great addition to the AUSU social media family. We are seeing students begin to engage with the SU through this channel and our first Instagram contest saw 7 students take home prizes for their #extremestudying posts, where they showed us their most extreme/fun place they have been studying this summer. Here is a snap shot of our Instagram thus far:
 - 246 total followers!
 - Average of 65 people viewing our Instagram stories.
 - 20 posts made since the launch with 2-3 posts per week.
- Mackenzie has developed a Promotional Communications Plan, which is designed to allow us to plan ahead for all our AUSU events, Meet & Greets, FB Live events, council meetings, elections, awards, etc. etc. to ensure we maximize our communication efforts to our members. Plan is scheduled to be presented to MECC at the next committee meeting in August.

The Voice

The Voice Magazine:

The Voice has now concluded its annual readers survey. We were happy to obtain 148 responses, which is our highest to date. 50% of our responses were from students between the ages of 31-50, with almost 70% of our total being undergraduate program students. Our Managing Editor, Karl, is working to compile the data, which I will share with those interested later in August.

New for the Voice Magazine in September will be the placing of ads in the following student publications in Alberta: The Gauntlet (UofC), The Gateway (UofA), and The Griff (MacEwanU). The objective is to reach out to our visiting AU student population to enhance the awareness of our AUSU student publication. This is a new initiative for the magazine and we'll be looking to see if this idea translates to additional readers to the magazine from other campus communities. The ad tagline reads:

"The online student magazine whose **VOICE** is heard on every Canadian university campus".

Governance

The previously reported Alberta Students' Union Summit, scheduled to take place in August, has been cancelled with the hopes that it may be re-scheduled for later in the year.

Governance office is currently busy updating the operational plan with all the new executive work plan tasks. Within the operational plan is where we will maintain the status of these tasks throughout the current EC term.

Position policies were also the focus this month, with some informally revised policies coming to council in August and others later in September. We have also begun to prepare for the upcoming bylaw revisions, which are anticipated for later this fall.

Meetings

July 3	Weekly Executive meeting
July 3	EC Budget Consultation
July 4	AUSU Newsletter meeting with Staff
July 4	Weekly Staff meeting
July 5	Budget Review – Staff
July 6	Budget Review – VPFA
July 9	Weekly Executive meeting
July 10	AUSU Promotional Communication Planning meeting
July 10	Meeting with Telus (Small Business Plan)
July 12	Council Meeting
July 11-13	Holiday
July 18	Weekly Staff meeting
July 18	The Voice meeting
July 19	AMICCUS Board meeting
July 19	AUSU policy meeting
July 19	AUSU social media meeting
July 20	AUSU new brochure review meeting

July 2018 Activity Report

July 23	Weekly Executive meeting
July 23	Instagram contest meeting
July 23	Finance Committee meeting (Budget Review)
July 24	AUSU Procedure review meeting
July 25	Weekly staff meeting
July 25	AUSU brochure review meeting
July 25	CWB telephone meeting
July 26	Telus meeting
July 26	Budget meeting
July 27	GlobalMeet Tech Support meeting
July 31	GlobalMeet alternatives review meeting
July 31	Weekly Executive meeting

AUSU Member Engagement Report

MacKenzie Pudwell, standing-in for Donette Kingyens,
Communications & Member Services Coordinator



Prepared: August 1st, 2018

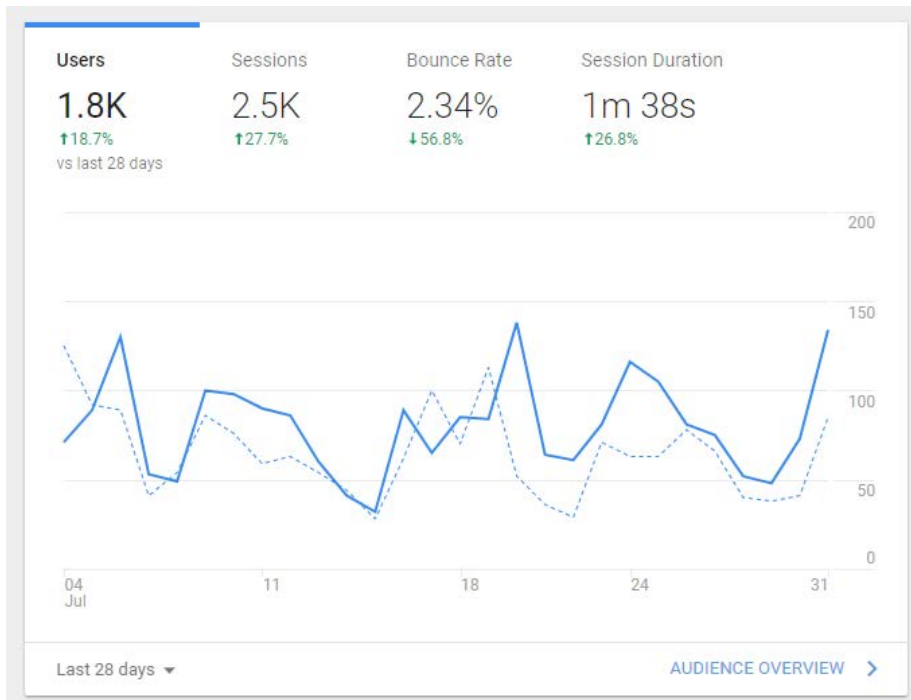
Update

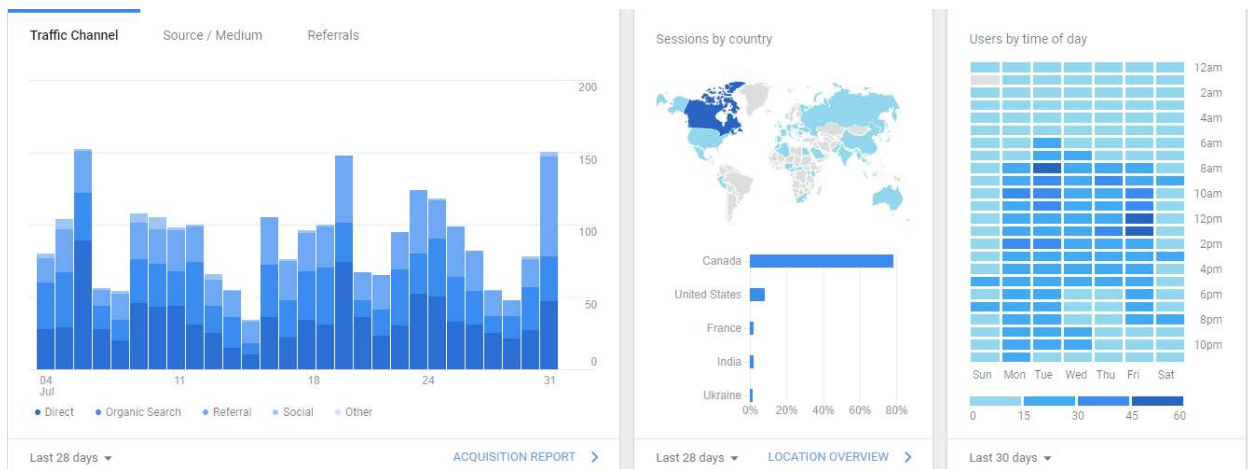
Services Statistics

- Welcome Emails: 506
- Eyewear Discounts: 4
- Grad Cards: May 296, July-43, AU solved grad collection problem so May was just sent out and June there aren't AU graduates
- Lynda.com: 2008 users – note that Lynda.com was down for AUSU members for 2-3 weeks

Social Media Statistics

- Newsletter
 - o July 6th, 2018: 26,542 Subscribers, 21.3% (10,941) opens, 45 unsubscribed
 - o July 20th, 2018: 26,689 subscribers, 29.1% (11,490) opens, 70 unsubscribed
- Website





Page	Pageviews	Page Value
/services/student-resources/lynda/	384	\$0.00
/	312	\$0.00
/services/scholarships-awards/	130	\$0.00
/services/course-evaluations/results/	87	\$0.00
/services/student-res.../career-development/	85	\$0.00
/forums/	68	\$0.00
/about-ausu/student-council/	58	\$0.00
/services/	52	\$0.00
/services/lifeline/	47	\$0.00
/services/course-evaluations/	46	\$0.00

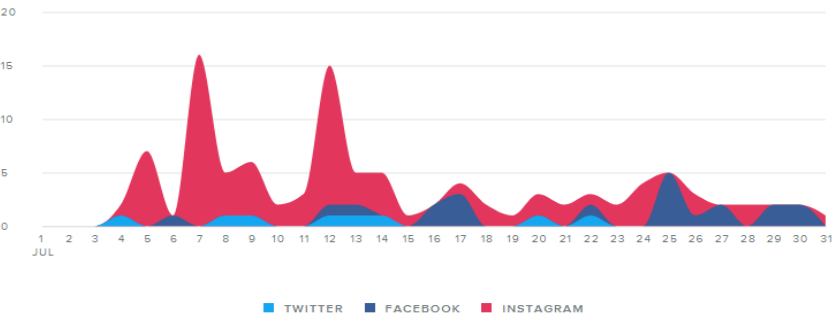
Last 7 days ▾

PAGES REPORT >

SOCIAL MEDIA Platforms

Group Audience Growth

AUDIENCE GROWTH, BY DAY

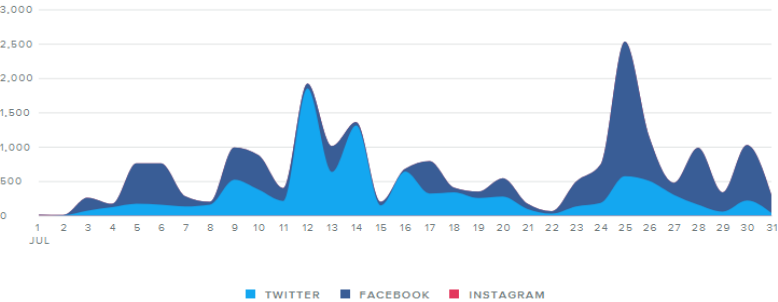


Audience Growth Metrics	Totals	Change
Total Fans	2,568	▲3.8%
New Twitter Followers	3	▲0.3%
New Facebook Fans	13	▲0.9%
New Instagram Followers	77	▲45.3%
Total Fans Gained	93	▲3.8%

Total followers increased by
▲3.8%
since previous month

Group Impressions

IMPRESSIONS PER DAY



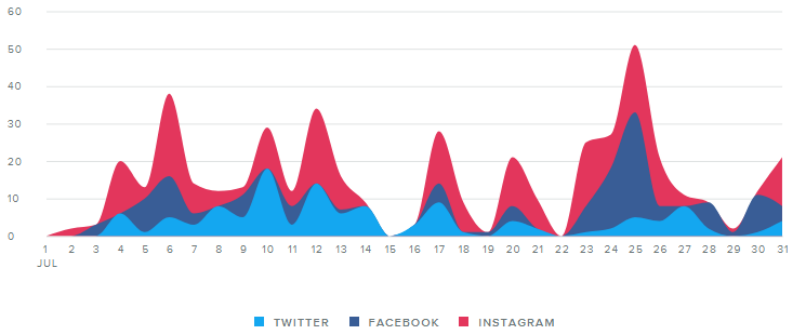
Impressions Metrics	Totals	Change
Twitter Impressions	9,968	▲57.1%
Facebook Impressions	10.3k	▲42.3%
Instagram Impressions	0	0%
Total Impressions	20.3k	▲49.2%

Total Impressions increased by
▲49.2%
since previous month

Note Instagram impression were not measured

Group Engagement

ENGAGEMENTS PER DAY



Engagement Metrics	Totals	Change
Twitter Engagements	123	▲44.7%
Facebook Engagements	125	▼32.4%
Instagram Engagements	218	▲21.1%
Total Engagements	466	▲3.6%

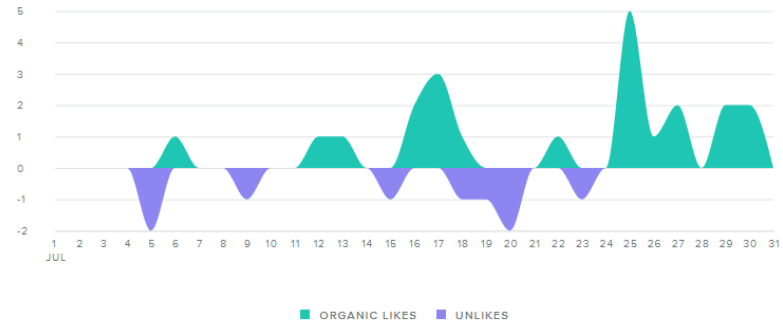
The number of engagements increased by

▲3.6%

since previous month

Facebook Audience Growth

LIKES BREAKDOWN, BY DAY



Audience Growth Metrics	Totals
Total Fans	1,454
Organic Likes	22
Unlikes	9
Net Likes	13

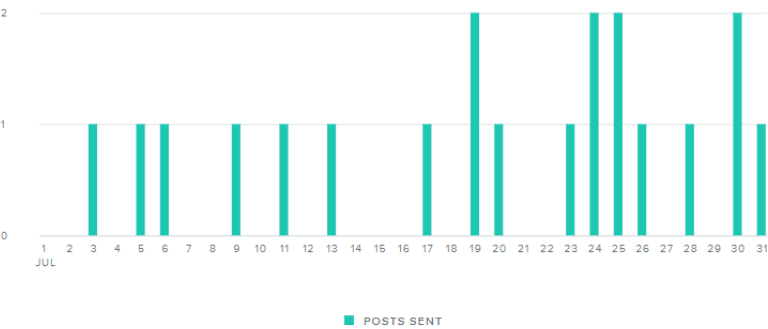
Total fans increased by

▲0.9%

since previous month

Facebook Publishing Behavior

POSTS, BY DAY



Publishing Metrics	Totals
Photos	6
Videos	1
Posts	13
Notes	0
Total Posts	20

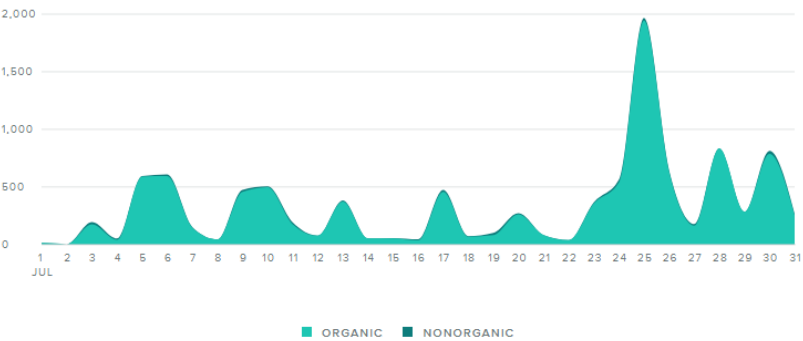
The number of posts you sent increased by

+81.8%

since previous month

Facebook Impressions

PAGE IMPRESSIONS, BY DAY



Impressions Metrics	Totals
Organic Impressions	9,994
Nonorganic Impressions	288
Total Impressions	10.3k
Average Daily Users Reached	215.26

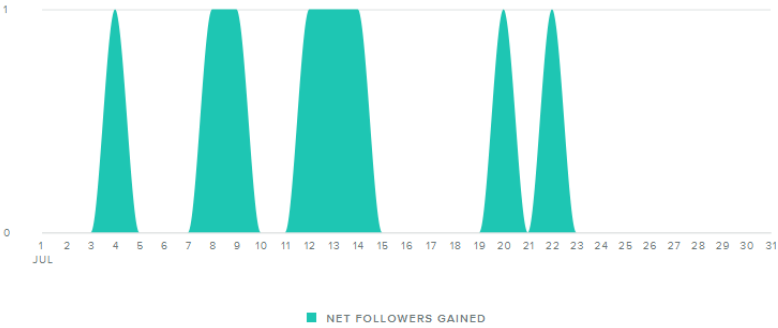
Total Impressions increased by

+42.3%

since previous month

Twitter Audience Growth

AUDIENCE GROWTH, BY DAY



Follower Metrics	Totals
Total Followers	867
Net Followers gained	3
People that you followed	0

Total followers increased by
+0.3%
since previous month

Twitter Posts & Conversations

MESSAGES PER DAY



Sent/Received Metrics	Totals
Tweets sent	33
Direct Messages sent	0
Total Sent	33

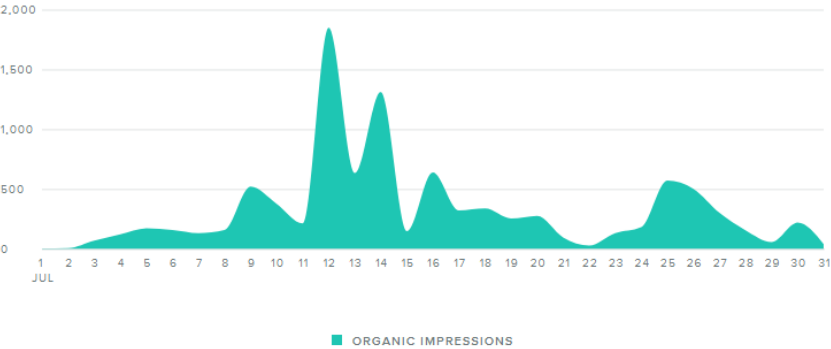
The number of messages you sent increased by
+230%
since previous month

Mentions received	7
Direct Messages received	0
Total Received	7

The number of messages you received decreased by
-22.2%
since previous month

Twitter Impressions

ORGANIC IMPRESSIONS, BY DAY

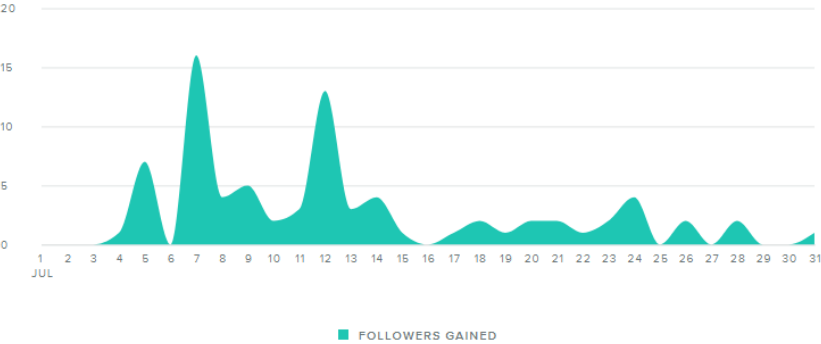


Impressions Metrics	Totals
Average Organic Impressions per Day	321.55
Total Organic Impressions	9,968

Organic Impressions increased by
▲57.1%
since previous month

Instagram Audience Growth

AUDIENCE GROWTH, BY DAY



Follower Metrics	Totals
Total Followers	247
Followers Gained	77
People that you Followed	28

Total followers increased by
▲45.3%
since previous month

Instagram Publishing Behavior



Publishing Metrics	Totals
Photos	7
Videos	0
Other	2
Total Media	9

The number of media you sent decreased by
▼25%
since previous month

Instagram Outbound Hashtag Performance

MOST USED HASHTAGS

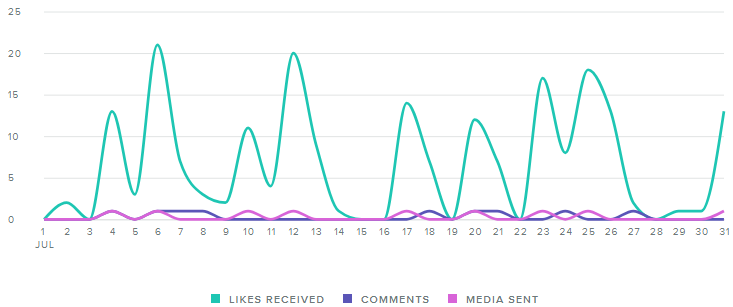
#extremestudying	6
#athabascauniversity	6
#studentlife	3
#contest	3
#discussions	1
#studentunion	1
#contesttime	1
#lynda	1

MOST ENGAGED HASHTAGS

#athabascauniversity	148
#extremestudying	144
#contest	76
#studentlife	71
#studentunion	24
#discussions	24
#contesttime	16
#lynda	11
#yeg	3
#convocationday	1

Instagram Engagement

AUDIENCE ENGAGEMENT, BY DAY



Engagement Metrics	Totals
Likes Received	209
Comments Received	9
Total Engagements	218

The number of engagements increased by
+21.1%
since previous month

Engagements per Follower	0.88
Engagements per Media	24.22

The number of engagements per media increased by
+61.5%
since previous month

Committee Report

Awards Committee



Prepared by: Amanda Lipinski

Date: July 2018

Committee Members: Councillor (Chair) Amanda Lipinski, Councillor Sarah Blayney-Lew, Vice President External and Student Affairs Melinda Goertz, Councillor Lisa Oracheski, Councillor Christine Hudder.

Staff: Executive Director Jodi Campbell (non-voting).

Activity This Month

Summary

July was a very quiet month for the Awards Committee with only two applications forwarded to the committee for review. The first application for consideration was an emergency bursary that was discussed and decided between myself, Awards Committee Chair and the Executive Director, Jodi Campbell. The second application for review was a computer bursary that was reviewed and approved by the Awards Committee.

Motions/Decisions

In order of decisions:

Emergency Bursary, passed on July 17, 2018.

Computer Bursary, passed on July 21, 2018.

Original Motion with Decision:

Emergency Bursary

Moved by Amanda Lipinski

Passed July 17/18

VOTE: Passed 2/0.

Computer Bursary

Moved by Amanda Lipinski

Moved by Melinda Goertz

Passed July 21/18

VOTE: Passed 5/0.

Awards Overview

Award	Apps	Approved	Denied	Notes	Remaining Awards	Budget	Total paid	Remaining Budget
Academic Achievement Scholarship	134	5	129		0	\$5,000 2/deadline (1 additional for May 2018 intake)	\$5,000	\$0
AUSU Bursaries	32	10	22		0	\$10,000 5/deadline	\$10,000	\$0
Computer Bursaries	26	11	15		1	\$11,000 or (12 computers)	\$9825.98	\$1174.02
Single Parent Bursary (Allocated to the May 2018 #Igo2AU award)	0	0	0		0	\$0 1/deadline	\$0	\$0
Travel Bursaries	3	2	1		Varies	\$4,000 (up to \$1,000/ea)	\$1600	\$2,400
Emergency Bursaries	8	8	0		Varies	\$6,000 (varies)	\$1748	\$4252
Health Care Bursary	10	9	1	*not an AUSU budgeted award. Comes from AUSU internally restricted funds.	Varies	\$10,826.57	\$7945.60	\$2,880.97
#Igo2AU	78	4	74		0	\$4,000 (two additional May 2018 deadline)	\$4,000	\$0
Laurence Décor Award	1	1	0	*not an AUSU budgeted award. Comes from AU.	0	\$1,000	\$1,000	\$0
Student Volunteer Award (additional funding for May 2018)	24	5	19		0	\$5,000 2/deadline (1 additional for May 2018)	\$5,000	\$0

July 2018 Activity Report

Returning Student Award	72	8	64		0	\$8,000 4/deadline	\$8,000	\$0
Balanced Student Award	61	8	53		0	\$8,000 4/deadline	\$8,000	\$0
Total	449	71	378		0	\$71,826.57	\$62,119.58	\$10,706.99

The table includes only the applications that were reviewed by the Awards Committee during the 2017/2018 fiscal year. It does not include any applications that were disqualified and did not meet minimum criteria. Disqualified applications do not get sent to the committee.

AUSU Executive Report

Natasha Donahue, VP Finance and Administration

Prepared: August 2, 2018



Committees

Finance Committee:

There was a meeting on July 23 to review the budget, and ultimately the budget was approved by the finance committee. The budget is now recommended to council for approval. A question was raised about the fees for our CWB investment portfolio fees, and how they were the same as our projected investment income. We investigated the fees and found that they would be quite a bit less than projected on the budget. Rather than reconvene the finance committee prior to our council meeting and attempt to reallocate the ~\$6000 in funds, we have opted to leave it as-is and council can determine if we wish to allocate the funds in the future as the year goes on.

AU VPFA Search Committee:

The search committee was successful and I will remove this committee from subsequent reports.

Star Party Organizing Committee

I was able to gain a seat on the organizing committee for Athabasca University's upcoming participation in the Royal Astronomical Society of Canada's national star party by connecting with Dr. Lisa Carter and Dr. Martin Connors and expressing my interest in the event. The party is happening across Canada to celebrate the RASC's 150th anniversary on September 15. Being a part of this committee will be beneficial to AUSU and our students because it could help pave the way for future involvement in AUSU participation in the organization of future "campus" events (whether physically in any number of locales, or virtual), and it allows me an opportunity to connect students to this event for work experience. The event will require volunteers, and I would like to push to find student volunteers who reside in Athabasca to take part in this as a small step toward our goal of career services. The next meeting is scheduled for August 7.

Mental Health Advisory Committee

AUSU was approached by Faye Gosnel to offer a student representative for the mental health advisory committee. I volunteered to be a part of the committee, and Faye and I made some time to chat. She let me know what type of framework she is hoping

August 2018 Council Meeting

to develop, and I am looking forward to being a part of this process. The first meeting date is to be determined.

Faculty of Humanities and Social Sciences Faculty Council:

There was no meeting this month. The next meeting date is October 19, 2018.

Faculty of Science and Technology Faculty Council:

There was no meeting this month. The next meeting date is unknown.

Faculty of Health Disciplines:

There was no meeting this month. The next meeting date is unknown.

General Faculties Council:

There was a GFC email election to elect 1 non-academic staff to the committee on a 3 year term.

GFC Sub Committees

Academic Excellence Awards Committee:

There was no meeting this month. The next meeting date is unknown.

Executive Committee:

There was an asynchronous meeting to approve the list of graduands. The next meeting date is unknown.

Student Academic Appeals Committee:

There was a meeting on July 19, 2018. We welcomed a few new people to the committee and had a discussion about how to evaluate these appeals and what factors we should be considering. Again coursehero was a factor in the cases evaluated, and access to this site by students is consistently an issue.

Student Awards Committee:

There was no meeting this month. The next meeting date is unknown.

AUSU Business

Policies

Emmanuel and I met to talk about the position policy project as per my workplan. I have been researching the position policies of organizations such as CASA, CAUS, ASEC, and post-secondary student unions and associations within Alberta. I am compiling a list of issues I believe we should advocate for as AUSU, and Emmanuel will do the same. Additionally, we will be seeking input from executive as well as council, and include questions in the annual member survey seeking to find what the student members believe are their biggest barriers, or the biggest issues they have found during their experience with AU. All of the information will be compiled and position policies will be created, updated, or re-created as needed to house these advocacy initiatives.

Executive has decided to look at other position policy formats to best determine which format we wish to run with. Because we have decided to take a holistic approach to the position policies and update them entirely, we have opted out of formal review for the moment. The first steps in this project are now to decide which format we wish to follow while concurrently compiling a list of policies we wish to build. Then we will look at existing position policies and either fit them into the framework or nix them completely and build new policies from the ground up.

There were no existing policies that we found were fitting for an informal review, and there are no policies on the agenda this month.

Career Services

As per my work plan I have started to research the services AU offer currently and am compiling them. Following this I would like to incorporate questions into our annual members' survey in order to glean what students are looking for in 2018 in terms of career services. This may lead to the Career Services position policy being reviewed once more as well as provide some new insight into what we should be looking and asking for from AU, as well as what opportunities we may be able to spearhead.

Budget review process

Jodi and I have been working on the budget and have been able to present it to the finance committee on July 23. The budget was officially recommended to council for approval by the finance committee at this meeting.

Mental Health Provider Presentations

I was able to sit with the selection committee, view proposals, and be present for presentations regarding 24/7 mental health support to take over the Student Lifeline service AUSU currently offers its members. I was able to see some very strong presentations, and read through all of the proposals. I submitted my scorecard and

received word that a recommendation has been made. We are still waiting to learn details on timelines.

Support for Indigenous Students

During my conversation with Faye she was able to identify my desire to help support Indigenous learners, and she has suggested I may be able to work with her to help fulfill this endeavour.

Let's Talk Science

I had a meeting with Mannix from Let's Talk Science to talk about potential for AU to open an LTS site. Overall there seems to be some potential there but there are also a few barriers, including working with administration and the fact that LTS has opened a few western sites already this year.

Meetings

July 3 – Executive meeting
July 3 – Executive budget consultation
July 4 – Meeting with Mannix Chan from Let's Talk Science
July 5 – Mental Health Provider Presentations
July 6 – Mental Health Provider Presentations
July 9 – Executive meeting
July 12 – Council meeting
July 17 – Position policy review meeting
July 19 – Position policy project meeting
July 19 – Student Academic Appeals Committee meeting
July 23 – Meeting with Faye Gosnel
July 23 – Finance committee budget review meeting
July 26 – Meeting with Jodi re: CWB fees and August finance committee meeting
July 31 – Executive meeting

Hours

Weekly Breakdown

Week ending:	Hours Worked	Banked Time Used	Banked Time Earned	Banked Time Remaining
July 8	24.75	0	0.75	4
July 15	23.75	0.25	0.00	3.75
July 22	18	0	0	3.75
July 29	18	0	0	3.75

Timesheets and Compliance

I have reviewed the timesheets from Brandon Simmons and Melinda Goertz and found them to be in compliance with AUSU policy.

Executive Motions

Date	Motion
July 9	BIRT the executive committee approves the advanced payment of per diems to Brandon and Melinda for attendance at the CASA policy and strategy conference. Brandon moves, Melinda seconds. <div>Carried 3/0</div>

AUSU July 2018 Executive Report

Melinda A. Goertz, VP External and Student Affairs

Prepared: July 31, 2018



Committees

AUSU MECC: See MECC Report.

AUSU Awards Committee: See Awards Report.

Board of Governors: There were no Board of Governors meetings this month. We did however have discussions via email regarding the AU relocating some office space within Edmonton to a new building.

CASA Federal Policy Committee: There were two meetings for this committee this month.

July 4 – We discussed some immediate issues with the Sexual Violence Policy during this meeting and assigned priorities and responsibilities to the appropriate staff and individuals.

July 16 - We were able to successfully complete our work on the Sexual Violence Policy in time to submit it for the upcoming CASA Policy and Strategy Conference. This took a lot of work and commitment from the group, so we were all very happy about its timely completion.

Faculty Councils

Digital Governance Committee:

There were no meetings for this committee this month.

Faculty of Humanities and Social Sciences:

There were no meetings for this committee this month.

AUSU Business

CASA Conference

Attending the Policy and Strategy Conference was a really important event for this year's advocacy initiatives. We were able to set the priority advocacy areas for the year based on the submissions the various SU's sent beforehand.

Committee work continued, and it was a great opportunity to build relationships with fellow committee members and represent AU. Work on Student Loan/Grant amounts and Sexual Violence will be a priority this year.

While attending the CASA Policy and Strategy Conference I connected with some members of ASEC (Alberta Students' Executive Council) to start researching a potential partnership for AUSU and a provincial advocacy group. They have a conference coming up in November of this year that I am inquiring about being an observer. This will be a great opportunity for us to see if their initiatives align with AUSU's and the efficacy of their organization. Brandon will be assisting me by looking into similar possibilities with a second provincial advocacy group, CUAS (Council of Alberta University Students).

Meetings

July 3	Executive Meeting
July 3	Budget Review
July 4	CASA Federal Policy Committee
July 9	Executive Meeting
July 10	Promotional Communication Planning
July 11	Mel Mirasol, Member at Large
July 12	AUSU Council Meeting
July 16	CASA Federal Policy Committee
July 23	CASA Policy & Strategy Conference
July 24	CASA Policy & Strategy Conference
July 25	CASA Policy & Strategy Conference
July 26	CASA Policy & Strategy Conference
July 31	Executive Meeting

Hours

Weekly Breakdown

Week ending	Hours Worked	Banked Time Used	Banked Time Earned	Banked Time Remaining
July 8	14.5	15.5	0	58
July 15	11	19	0	39
July 22	12.5	17.5	0	21.5
July 39	32.5	0	2.5	24

Timesheets and Compliance

I have reviewed the timesheets from Brandon Simmons and Natasha Donahue and found them to be in compliance with AUSU policy.

AUSU Executive Report

Brandon Simmons, President

Prepared: August 2, 2018



Committees

General Faculties Council: There was no meeting held this month, the next meeting is scheduled for August 29, 2018

Board of Governors: There was no meeting held this month, the next meeting is the board retreat scheduled for September 14 and 15, 2018

BOG Finance and Property Committee: There was no meeting held this month, the next meeting is scheduled for September 6, 2018

Faculty of Business Faculty Council: There was no meeting held this month and the next meeting date has not yet been set.

Faculty of Business Undergraduate Program Council: There was no meeting held this month, the next meeting is scheduled for August 7, 2018

National Advocacy Committee: During the month a lot of work was done to prepare for the policy and strategy conference. The two main projects were divided up into teams and I was put on the team focusing on the get out the vote campaign. With that said I will still be contributing to the mental health campaign but the larger focus will be on GOTV. I was able to help further the conversation along regarding adding financial need conversations into the mental health campaign. The goal would be to try and further some of CASA's work regarding increasing funding for students. The committee also met during the CASA conference to create our work plans. There was a lot of great discussion regarding what we wanted to achieve with the GOTV campaign. One element that I brought up was that we needed to change the messaging so that it is a two-pronged campaign. Last time it was run it was geared towards engaging students to vote. This time though we need to engage students but also use the data from the last campaign to show the different parties that students did make a difference during the last election. Everyone agreed that we need to incorporate this element into the new campaign and they have assigned me to take the lead on developing messaging for the campaign.

Governance and internal review committee: This committee held it's first meeting while I was on vacation, but I made sure to attend. We went over some of the

preliminary ideas that the committee could work on during the year. There were a few topics that had already been brought up during the foundations conference however there were also some other really good ideas that were brought up. At the CASA conference we created our committee work plan and went into more specific detail about the various ideas. Here are a few of the topics the committee will be working on.

- creating a procedure for CASA conference bidding, right now the two conference bids are done separately at different conferences, but we are looking to streamline the process and have both bids presented at the CASA AGM conference so that schools can better budget for the upcoming conferences for the next year.

- create a procedure for CASA observers, right now the guidelines for what observers can and can not do is very vague. The plan is to consult with observers and CASA members to create a defined plan that will not only ensure members are treated fairly but also further CASA's recruitment plans.

- create a process for feedback to be given to committee chairs and the board to ensure that everyone is fulfilling their roles to the best of their ability. This project is one that I have been specifically assigned. There was work done last year to help support this project, but it was just focused on committee chairs, but I suggested that we should expand this to include board members and everyone agreed.

Learning framework steering committee: There was a meeting scheduled for July 26 however it conflicted with the meetings at CASA, so I was not able to attend. Melinda had different travel times though and was able to attend on my behalf. With that said I did have conversations with Matt Prineas throughout the month regarding the work that was being done. I requested a list of the number of program students by city to help us determine the most strategic places to hold the meet and greet events. Matt was able to help us get this info and with the help of council I was able to piece together the schedule of events. I also took all of the feedback that we have received thus far and summarized it in a document that was then sent to the various committees. We also took the time in our Facebook live event during CASA to talk a little bit about the work being done and the future events that will be taking place.

AUSU Business

July and August are typically slower months for AUSU as many of the university committees do not meet during this time. This allows us to begin working on the executive workplan projects in addition to taking some time off in preparation for the busier times of the year. As a result, I took a week of vacation in addition to using as much banked time as I could while still ensuring that my projects were moving forward. You will notice that my banked time is still over 30 hours and executive has discussed my banked time use plan and I should be able to use most of my banked time during the month of August.

CASA policy and strategy conference:

The policy and strategy conference is where the membership determines the priorities and workplans for the year. Typically, there are up to 6 priorities that are selected and this year the board choose to breakdown the priorities into two themes advocacy and research. The proposed themes that were approved by the membership were.

Advocacy Themes:

Financial Aid for Grads

Financial Aid for Undergraduates and College Students

International Students

Skills and Employment

Research Themes:

Indigenous Students

Sexual Violence Prevention

During the discussion on these priorities I was able to bring up topics surrounding casa's policies that discuss raising student aid limits as well as changing the way that we look at CSLP term and annual limits. Right now, the term limit is \$7500 and that is the same for a single student and a student with multiple dependants even though financial need is drastically different. When I brought these points up there was a lot of support to look at these as potential advocacy focuses for advocacy week.

Overall it was a very positive conference and it was the first chance to really get a feel for the new executive director. From how the conference was run and discussions with CASA staff I am very happy with the work that is being done which is very comforting. I feel CASA is in great hands with Manjeet.

During the week we also worked hard to continue to gather more information on CAUS and ASEC for our provincial advocacy research. Me and Melinda met and decided that we would split the work, so I will look at CAUS and she will look after ASEC and then we will begin to look at other provincial groups together. I talked with the chair and vice chair of CAUS and I will start attending their in-person meetings.

The last exciting event was our meet and greet. I was able to come, and we had a student and her husband come and share their experience with AU. Originally the student came to just get a few pre-requisites but now has chosen to pursue her masters at AU. We did discuss the framework and she shared some great thoughts. One thought was that one of the main teaching elements at AU comes from the course material and it would be beneficial for more clear explanations on assignments surrounding what the course coordinator is looking for. For example, some short answer assignments are just looking for point form answers others want 300+ word answers but this is not always clear until after you get your mark.

Meetings

July 3, 2018 – Executive meeting & Budget Consultation
July 9, 2018 – Executive meeting
July 11, 2018 – National advocacy committee
July 12, 2018 – AUSU council meeting
July 16-20, 2018 – Vacation
July 20, 2018 – Governance and internal review committee
July 23-26, 2018 – CASA policy and strategy conference
July 25, 2018 – FB live event
July 26, 2018 – AUSU meet and greet
July 31, 2018 – Executive meeting

Hours

Weekly Breakdown

Week ending:	Hours Worked	Banked Time Used	Banked Time Earned	Banked Time Remaining
July 8	35	5	0	49.25
July 15	35	16	0	33.25
July 22	36 (Vacation)	0	1	34.25
July 29	46.75	0	11.75	46

Timesheets and Compliance

I have reviewed the timesheets from Natasha Donahue, and Melinda Goertz and found them to be in compliance with AUSU policy.

July 2018 Committee Report

Member Engagement & Communications Committee

Prepared by: Melinda Goertz, Chair

Date: 31 July 2018



Committee Members: Melinda Goertz, Amanda Lipinski, Brittany Daigle, Christine Hudder, Joshua Ryan, MacKenzie Pudwell, Mel Mirasol (Member at Large, non-voting), Jodi Campbell (non-voting).

Activity This Month

There were no meetings this month.

Promotional Communications Planning

This month I met with staff to discuss the Communications Coordinator's plan for our various social media platforms. This was a very thorough look at the different types and frequencies of information that we are sharing with our AU community. With this new plan I anticipate we will see an uptick in engagement with our members.

Student at Large Position on MECC:

I was able to touch base with our new MEC Committee Member at Large and welcome him to our team. After providing him with an orientation to the group and our current initiatives, he had many questions that I was able to answer for him.

Committee Report

Finance Committee

Prepared by: Natasha Donahue, Chair

Date: August 2, 2018



Committee Members: Natasha Donahue, Darcie Fleming, Joshua Ryan, Lisa Oracheski, Mark Teeninga, Alice Namu, Jodi Campbell (non-voting).

Activity This Month

The committee had a meeting on July 23, 2018 where we reviewed the budget. The budget was approved for recommendation to council in time for the August council meeting.

One question was raised about the fees for our CWB portfolio as these fees were projected to be equal to our projected investment income. We have clarified our fees with CWB and have found them to be quite a bit less than originally expected. Rather than reconvening the committee before the August council meeting in order to reallocate the funds, we have opted to instead bring the budget to council as-is and leave the decision to council to reallocate the funds later in the year when we have a better picture of where we'd like to spend the money.

Summary of Action Items

Date	Status Deadline	Action Item and Responsible Party
Jan. 11	In Progress	Have Tammy fix accrued liabilities balance sheet item as well as fix the Voice contest line on the income statement Jan 31: The accrued liability error has been fixed and Tammy is working on the voice line item Feb 21: This was discussed with Jodi and he said that he has let Tammy know to get this adjusted and it should be fixed for the march monthly statements J. Campbell