



Athabasca University Graduate Students' Association

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AUGSA February Meeting Minutes

Date: February 11, 2020 6:00 pm

Place: Web conference

Attendance :

Executive Committee: David Thomson (VP Academic), Meaghan Sullivan (President), Mary-Anne Parker (VP External)

Faculty of Business Representatives: Judd Asoyuf, Margaret Clappison, David Newman

Faculty of Health Disciplines Representatives: Nicole Klix, Lindsay McNena, Ashley Ravenscroft

Faculty of Humanities and Social Sciences Representative: David Cloutier, Linda Perschonke, Kelli Buckreus,

Faculty of Science and Technology: Liliana Quyen Tang, Philip Kirkbride

Staff: Bob Cole

Kallista Chayil (Speaker), Ross Tyson (Executive Director)

Regrets: Heather DeBoer (VP Operations & Finance) Christopher Rudan,

		Presenter	ACTION	TIME
1.0	Call to Order	Speaker	The meeting was called to order at 6:04 pm MST.	6:04

2.0	Approval of Agenda		<p>Motion 2.0 To approve the agenda as amended. Moved: David Cloutier Seconded: Nicole Klix Motion carried without opposition.</p>	6:04
3.0	Approval of Previous Minutes		<p>Motion 3.0: To approve the minutes of January 14 Council meeting. Moved: Lindsay McNena Seconded: Mary-Anne Parker Carried without opposition</p>	
4.0	Reports and Presentations			6:09
	4.1 Executive Reports		<p>Reports are attached. The President reported on the AU Research Committee- new funding available for Earth Capacity from SSHRC. We have a new position on the Faculty of Business Faculty Council. This is a big win for us. Mary-Anne will be asked to serve on the GFC as our representative. Mary-Anne reported that we are getting across that we are unique. David congratulated Bob on posting the photo of our representatives at abGPAC.</p>	6:35
	4.2 Financial Report		The VPOF was absent with regrets.	
5.0	Executive Director Recruitment		<p>Motion 5.0: To approve the following members to the Executive Director Search Committee: Mary-Anne Parker (chair), Ross Tyson, David Newman. Up to two additional members to be added to the committee at a later date. Moved by: Philip Kirkbride Seconded by: Margaret Clappison Approved without opposition</p>	6:30
6.0	Elections		Ross and Meaghan outlined the election process commencing on February 17.	
7.0	Conference Coordinator		We have hired Camille MacRae once again for this position. We are very pleased with this.	

8.0	Committee Updates			
	8.1 Governance Committee		<p>Motion 8.1: To approve the changes to AUGSA Policies as distributed.</p> <p>Moved by: David Thomson Seconded by: Philip Kirkbride Carried without opposition</p> <p>Motion 8.1.2: To approve the number of Faculty Representatives for Health Disciplines to 5, and the number of Faculty Representatives from Humanities and Social Sciences to 3 representatives.</p> <p>Moved: Mary-Anne Seconded: Lindsay Carried without opposition</p>	
	8.2 Awards Committee		<p>David talked about the Awards Committee work. They are working in coordination with the Engagement Committee. We are looking for feedback from Council on how an additional amount of money in the budget might be used in the future.</p>	
	8.3 Engagement Committee		<p>The engagement committee is looking for feedback on what kind of message we want to send out on social media.</p>	
	8.5 Labour Relations Committee		<p>Ashley will have something in front of Council next month.</p>	7:00
9.0	Alberta Graduate Provincial Advocacy Council (abGPAC) Report		<p>Meaghan talked about the proposal necessity and asked for feedback. Margaret asked about what we get for our money. Mary-Anne answered. Lindsay also talked about the advocacy and consultation that abGPAC allows us with Government.</p> <p>At the AGM the GOA listed some Alberta Metrics that they wanted us to comment on. Mary-Anne is going to provide us with a list of these 15 metrics for your discussion at the March Council meeting.</p>	

			<p>Eg: Graduate employment rates, performance data, etc.</p> <p>Motion 9.0: To approve the abGPAC Proposal on Fee Changes as distributed.</p> <p>Moved by: Lindsay McNena Seconded by: David Cloutier Carried without opposition</p>	
10.0	Canadian Alliance of Student Associations (CASA) Report		<p>Next week is advocacy week in Ottawa. We are sending three representatives to this event: Meaghan, Mary-Anne and Lindsay. There is a six-page document of items that we want to bring in front of MP's, Ministers and Senators. Lindsay updated on the Graduate Student Committee of CASA. We are at the point of having our own operating procedures. We would act as an advisory group to the Board of CASA. This is exciting work.</p>	
11.0	Upcoming Events		<ul style="list-style-type: none"> • CASA Supercon • abGPAC AGM • AUGSA Elections • AUGSA Executive Working Retreat • Hiring new Executive Director 	
12.0	Old Business			
13.0	Other Business		<p>FGS working group will be deferred to the next meeting- Lindsay McNena.</p>	7:15
14.0	Adjournment		<p>Motion 14.0: To adjourn the meeting. Moved by: David Cloutier Seconded by: Margaret Clappison Carried without opposition</p>	
15.0	In-Camera			
				7:20 pm

Meaghan Sullivan, President

Ross Tyson, Executive Director

Date of Approval



ATHABASCA UNIVERSITY GRADUATE STUDENTS' ASSOCIATION

President's Report

February 2020

AUGSA Meetings

- February 3, 4, 4: Conference Coordinator Interviews (x3)
 - Hired Camille MacRae as the 2020 Conference Coordinator
- February 4: AUGSA Executive Committee Meeting
- February 4: FGS Panelist Meeting (Philip Kirkbride, Lindsay McNena, Meaghan Sullivan)
- February 7: GSRC Steering Committee Meeting
 - Appointed Chair of Student Funding
- February 11: AUGSA Council Meeting
- February 14: Performance Based Funding Model Metrics Review w/ VPEX
- February 18: Q/A with AUGSA President request from VPEX
- February 27: Budget Meeting with Minister of Advanced Education

Athabasca University

- February 3, 12: GFC Ad-hoc Committee, Ethical Use of Student Information
- February 6: FGS Faculty Council
- February 6: Student Academic Appeals Committee Meeting
- February 11: Discussions with FGS Dean on Earth's Capacity Research Opportunity for Students
- February 11: Tuition Framework Steering Committee Meeting
- February 13, 14, 21, 21, 24, 24, 24: Dean of Faculty of Science & Technology Hiring Committee
- February 14: Diligent Board Training
- February 14, 28: AU Research Committee Meeting
- February 18: Faculty of Business Faculty Council Meeting
- February 20: Discussion with AU Executive on Performance Based Funding Model Metrics
- February 26: FGS Open Forum, AUGSA Panel
- February 28: FGS e-Portfolio Committee Meeting
 - Student Survey deliverable for March Newsletter

abGPAC and CASA

- February 5: abGPAC Board Meeting (cancelled, but wasn't removed from calendars)
- February 7: National Advocacy Committee
- February 8: abGPAC AGM and Board Meeting – full day at Concordia University of Edmonton
- February 12: CASA Webinar – Advocacy Preparation

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- February 12: National Advocacy Committee Video Presentation Deliverable
 - "What Not to Do" in preparation for advocacy on Parliament Hill
- February 14: abGPAC President's Call voting on:
 - AUGSA Proposal (differed)
 - Membership Fee Increase (declined)
 - 2020-2021 Budget Approval (approved)
 - Executive Director from part to full-time
 - Performance Measures Discussion in response to AB Government
- February 16th through 23rd: CASA Advocacy Week and AGM (Supercon) in Ottawa
 - 130 meetings, AUGSA represented at 20 approximately.
- February 21: Submission of response on IMA Performance-based Funding Metrics to Alberta Government

General/Other

- Numerous ad-hoc phone call meetings this month collaborating on AUGSA business.
- Overseeing AUGSA activities and responding to inquiries and support
- Review of agendas and supporting documentation
- Presidents Message/Newsletter/Creation of AUGSA Agendas
- Approval of Expenses
- Student Inquiries
- Monitoring and Responding to Email/Text/Phone Communications
- Administrative/Miscellaneous

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Vice President Academic

February 2020

A. Meetings

- AUGSA monthly Executive Committee (4)
- AU FGS Faculty Council Meeting (6)
- Collective Bargaining Unit – Academic Policy Meeting #1 (11)
- AUGSA monthly Council Meeting (11)
- Collective Bargaining Unit – Academic Policy Meeting #2 (13)
- Dean Faculty of Science & Technology Search Consult (24)
- Collective Bargaining Unit – Academic Policy Meeting #3 (26)
- Student Consultation Meeting (29)

B. Highlights from Meetings

- **Collective Bargaining Unit (F11, F13, F26)**
 - AU Board attempting to redefine “Academic Staff” – a more ‘modern’ definition
 - AUPE, CUPE, AUFA, and AUGSA Collective Bargaining Units are involved
 - AUFA could be negatively effective the most – 67% of membership
 - Questions from AUGSA:
 - What does the undergraduate AUSU think of what is happening?
 - How does “de-designation” impact AUGSA?
 - What do our members think of what is happening?
 - What is the university’s intention (Voluntary Workforce Transition)?
 - This could trigger labour kaos at the university – there is a feeling from the three other unions that “there is intent by the employer to negatively impact bargaining units”
 - Observation: Other three unions do not recognize AUGSA as a ‘player’ at the table
 - Feel the other three unions are failing at asking the student voice for support
 - How does this impact our Bargaining unit moving forward?
- **Student Consultation Meeting (F29)**
 - Follow up to actions through the fall
 - MBA students not happy with curriculum nor level of instruction
 - Involved Dr. Prineas, included full refund of 2 course
 - Multiple students have withdrawn from program – course non transferable
 - Very impressed and happy with support AUGSA provided

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VP External's Report

February 2020

AUGSA Executive/Council Meetings

- February 4th – Executive Meeting
- February 10th – External Team debrief
- February 11th - Council Meeting

Alberta Graduate Provincial Advocacy Council (abGPAC)

- February 8th – abGPAC AGM
- February 14th – abGPAC Special Board meeting – AUGSA fees
- February 26th – Governance Committee Planning and Agenda setting
- Ongoing response to Alberta Budget 2020
- February 27th – Advanced Education Budget 2020 debrief
- Response to AB Government performance metrics consultation

Canadian Alliance of Student Associations

- February 16th-23rd – CASA SuperCon Ottawa – advocacy and AGM

Other Meetings/Events

- Feb 20th – AUGSA discussion on Funding Model and Performance Metrics – with AU administration

General/Other

- Develop of plans for executive retreat/election/transition (representative to CAGS conference)
- Graduate Coalition research – National.
- Town Hall Planning – President and Past President
- Approval of Expenses
- Responding to Email/Text/Phone Communications
- Administrative/Miscellaneous

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C. Future Focus

- **AUGSA Governance Committee (TBD)**
 - Bylaws need to be reviewed in more depth to ensure they align better with the future of AUGSA as opposed to the past
 - Membership Code of Conduct must be reviewed and made current

- **AUGSA Awards Committee (M24)**
 - 18 applications to date – great work by Communication!
 - Only AUGSA Bursary closed on March 1st, all other bursaries are available until the money runs out. This cycle will close March 17. Next application review will not be until late May
 - Implementing MATRIX evaluation as per new bylaws with criteria established based on specific bursary
 - Emergency bursary to be treated separately due to sensitivity around why members are applying for it
 - Reaffirmed the need to maintain absolute confidentiality when handling applications and correspondence with those that receive bursaries.
 - Still working on list of potential future bursaries and awards

- **AUGSA Strategic Planning Weekend (M20-22, Edmonton)**
 - Facilitating portions of the two-day retreat
 - Flushing All five Value Tools including Awards and Career Services
 - Preparing for Transition

- **Faculty Graduate Studies Retreat (M31-A2, Edmonton)**

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VPOF

February 2020

General

- Payroll- Feb
- Remittance- January and Feb
- Reconciliations- January and Feb
- Expense reimbursements- Meaghan, Ross, Lindsay, Mar-Anne (Class fee)
- Honorarium- Phillip
- Accounting Recommendation and upcoming invoices
- Sage File Cleanup:

The work in the Sage file has been completed. The bank (chequing and savings) accounts have been reconciled for Jan through December 2019 (syncs to calendar year for T4s and T4As).

- Adjusting ledgers
- SAGE: Recommendation for QuickBooks (Start Fresh)
- GIC Investments
- Invoice payments

The savings bank account and the 4 credit cards are set up properly in Sage now. You can now use the cards as your payment method, which is the correct way to record the transactions for each cardholder's expenses charged to the cards.

The credit card accounts, have been reconciled to the latest statement

There were a number of transactions in the chequing account which hadn't been recorded – those transactions have now been booked.

T4s and T4As and Summary Reports for each:

CRA has a new policy which requires address confirmation for all T slip recipients prior to mailing of any T slips such as T4s and T4As.

All T4s and 4A's have now been mailed out