



**Athabasca University Graduate Students' Association**

10818 Jasper Avenue  
PO Box 35092  
Edmonton, AB T5J 0B7

Phone: 1-866-625-5943

Fax: 1-780-628-0754

Web: <http://www.augsa.com>

**AUGSA March Meeting Minutes**

Date: March 10, 2020 6:00 pm

Place: Web conference

**Attendance :**

**Executive Committee:** David Thomson (VP Academic), Meaghan Sullivan (President), Mary-Anne Parker (VP External), Heather DeBoer (VP Operations & Finance)

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

**Faculty of Health Disciplines Representatives:** Nicole Klix, Lindsay McNena,

**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, Ross Tyson (Executive Director)

**Regrets:** Christopher Rudan, Ashley Ravenscroft,

		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><b>Motion2.0 To approve the agenda as amended.</b></p> <p>Moved: Judd Asoyuf</p> <p>Seconded: David Cloutier</p> <p>Motion carried without opposition.</p>	6:04

3.0	<b>Approval of Previous Minutes</b>		<b>Motion 3.0: To approve the minutes of February 11 Council meeting.</b> Moved: Lindsay Seconded: Mary-Anne Carried without opposition	
4.0	<b>Reports and Presentations</b>			6:09
	<b>4.1 Executive Reports</b>		Reports are attached. President Meaghan gave a huge shoutout to Lindsay and Philip for their presentation at the forum. We did hire a conference coordinator- Camille MacRae. We want to ensure that students apply for travel funding from either AU or AUGSA. VPA David gave accolades to David Newman.	6:15
	<b>4.2 Financial Report</b>			
5.0	<b>Executive Director Recruitment</b>		Interviewing six candidates.	6:20
6.0	<b>Elections</b>		Ross reminded us that we will continue to offer three positions on Council for Health and Five for Humanities until we are able to change our Bylaws at our June meeting.	
7.0	<b>Alberta Budget News Release</b>		President Meaghan reported that AU had a 1.5% decrease in funding- less of a decrease than expected. As far as we know AU plans to move forward with their Strategic Plan and the integrated framework. Unfortunately, we will still have student fee increases next year.	6:25
8.0	<b>Committee Updates</b>			
	<b>8.1 Governance Committee</b>		Next meeting April 8 at 5 pm PST. Bylaws , membership code of conduct, standardized expense reports and detailed review of bylaws for the AGM are on the agenda.	6:30

	<b>8.2 Labour Relations Committee</b>		Ashley was unable to report, but David had thought that Liliana has a google document that responds to many of our questions. More time will be needed to get this on the road. Liliana added that the next council meeting would have the report. The committee was feeling that some members might be in a conflict of interest considering that they are running for exec team positions and making recommendations for position changes would be hard to do. We will follow up with Ashley.	6:40
9.0	<b>Alberta Graduate Provincial Advocacy Council (abGPAC) Report</b>		Mary-Anne reported that it is very difficult for us to fit into an Alberta bricks and mortar model. We reviewed the recommendations. We wanted to highlight that AU is unique. We have students all over the country. So we asked for a statement to that end. We had a very constructive AGM with abGPAC and stated that we need to go back to our students that abGPAC needs We have approached it cautiously so far.	
10.0	<b>Canadian Alliance of Student Associations (CASA) Report</b>		Mary-Anne reviewed the CASA asks to Federal Government. As a result, we were able to see movement on three of the asks were accepted and put on the Government agenda. Our advocates went to over 140 meetings with GOC members. Both opposition and governing members were receptive. Lindsay received very many comments on our professionalism at the hill.	
11.0	<b>Upcoming Events</b>		<ul style="list-style-type: none"> <li>• AUGSA Elections</li> <li>• AUGSA Executive Working Retreat- March 21,22</li> <li>• GSRC in the fall.</li> <li>• Executive Transition April 24-27.</li> </ul>	
12.0	<b>Old Business</b>			

<b>13.0</b>	<b>Other Business</b>		Meaghan reported that our speaker role will have to be filled.	6:50
<b>14.0</b>	<b>Adjournment</b>		<b>Motion 14.0: To adjourn the meeting.</b> Moved by: Linda Perschonke Seconded by: Judd Asoyuf Carried without opposition	6:51
<b>15.0</b>	<b>In-Camera</b>			

\_\_\_\_\_  
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 16<sup>th</sup> through 23<sup>rd</sup>: 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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# VP External's Report

February 2020

## AUGSA Executive/Council Meetings

- February 4<sup>th</sup> – Executive Meeting
- February 10<sup>th</sup> – External Team debrief
- February 11<sup>th</sup> - Council Meeting

## Alberta Graduate Provincial Advocacy Council (abGPAC)

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

## Canadian Alliance of Student Associations

- February 16<sup>th</sup>-23<sup>rd</sup> – CASA SuperCon Ottawa – advocacy and AGM

## Other Meetings/Events

- Feb 20<sup>th</sup> – 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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# 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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## 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 1<sup>st</sup>, 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