



**Athabasca University Graduate Students' Association**

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**AUGSA Council Minutes**

Date: September 15<sup>th</sup>, 6:00pm MDT

Place: Web conference

**Attendance:**

**Executive Committee:** Mary-Anne Parker (President), Ashley Ravenscroft (VP Operations & Finance), Judd Asoyuf (VP Academic), Crys Vincent (VP External)

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

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

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

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

**Staff:** Meaghan Sullivan (Executive Director), Bob Cole (Communications Coordinator), Derek Balay (Speaker)

**Absent:** Heather McGilvary, Scott Howell, Bernard Kikechi

		PRESENTER	ACTION	TIME
1.0	Call to Order	President	The meeting was called to order at 6:05 pm MDT.	6:05 pm
2.0	Approval of Agenda	President	<b>Motion 2.0 To approve the agenda as distributed.</b> Moved: Ashley Ravenscroft Seconded: Julia Cornester Motion carried without opposition.	

<b>3.0</b>	<b>Approval of Previous Minutes</b>	President	<p><b>Motion 3.0 To approve the minutes of August 11, 2020 Council meeting.</b>          Moved: Julia Cornester          Seconded: Lindsay McNena          Motion carried without opposition.</p>	
<b>4.0</b>	<b>Reports &amp; Presentations</b>		As per attached reports.	6:09 pm
	<b>4.1 VP Academic</b>	Judd Asoyuf	<p>Judd Asoyuf indicated the month of August was quiet, there was no awards committee meetings; however, there were several GFC meetings and a set of meetings coordinating the graduate student convocation gift with collaboration between the AUGSA &amp; AUSU student council groups.</p>	
	<b>4.2 VP External</b>	Crys Vincent	<p>Crys Vincent congratulated Brandon Simmons on his appointment to the Executive Director role for abGPAC, identifying his appointment as a great win for AUGSA and the representation and success of an AU graduate student.</p> <p>CASA and abGPAC have been busy with a set of meetings attended in respect to round tables for Alberta 2030 (re-organizing the provincial post-secondary sector), and organizing a provincial advocacy week in November. The group is hoping for 10-15 government representatives to accept.</p> <p>Also, with CASA, work is being done on coordinating advocacy priorities at the federal level. One advocacy priority of particular interest is:</p> <ul style="list-style-type: none"> <li>- Investing in research in student with dependants</li> </ul> <p>Crys Vincent attended a bank appointment and got to have a face-to-face meeting</p>	

			<p>with Meaghan Sullivan, AUGSAs new Executive Director. As a result of that meeting: we acquired a new bank card for the ED as well as completed the transition from paper/cheque to online payments for CRA deductions.</p> <p>Convocation: The coordination, selection and ordering of a gift package was completed that will be sent out in the convocation gift box for graduate students. This included a photograph from Paul Zizika and a special message from AUGSA. This was done in partnership with AUSU. The cost was \$3.05 per student.</p> <p>GSRC, Chair of Sponsorship: Progress is being made on putting together the packages for digital swag bags.</p>	
	<b>4.3 President</b>	Mary-Anne Parker	<p>Mary-Anne Parker gave a state of the union, highlighting some of the accomplishments made by AUGSA in the first four (4) months ranging from organizing the office to financial deliverables, a report on buraries issued, and advocacy work (such as the MBA textbooks).</p> <p>Ashley Ravenscroft noted the Master of Education program has experienced having textbooks removed as part of her program.</p>	
	<b>4.4 VP Operations &amp; Finance</b>	Ashley Ravenscroft	<p>Ashley Ravenscroft noted a lot of review work on the revenue and expenditures has been done in collaboration with the Executive Director, identifying an \$18,018 deposit missing from March as well as some duplicate entry.</p> <p>Ashley Ravenscroft noted that Meaghan Sullivan will continue working on the next</p>	

			<p>step, which is enrollment and revenue comparison to ensure no variances exist.</p> <p>The Finance Committee has met to do budget work and a review as well, which will be presented to Council at this meeting.</p> <p>Ashley Ravenscroft highlighted the work being done with Student VIP, in particular distributing a survey for considering offering a Health and Dental plan. The survey is incentivised, ready and waiting for distribution.</p> <p>AUGSA has hired a Bookkeeper, Maria Swan, CPA who has a background in offering full accounting services with a niche in the non-profit world.</p>	
<b>5.0</b>	<b>Financial Reports</b>	Ashley Ravenscroft	No report at the time.	
	<b>5.1 Presentation of revised 2020 budget</b>	Ashley Ravenscroft	<p><b>Motion 5.1: To approve the revised 2020 budget as distributed.</b></p> <p>Moved: Nicole Klix</p> <p>Seconded: Julia Cornester</p> <p>Motion carried without opposition.</p>	6:41 pm
<b>6.0</b>	<b>Council Reports</b>	President		6:56 pm
	<b>6.1 Faculty of Science and Technology</b>	Philip Kirkbride, Liliana Quyen Tang	Dr. Shauna Zenteno has recently been appointed the new Dean of FST.	
	<b>6.2 Faculty of Humanities and Social Sciences</b>	Kelli Buckreus, David Cloutier, Scott Howell, Bernard Kikechi, Heather McGilvary		
	<b>6.3 Faculty of Health</b>	Julia Cornester, Nicole Klix, Lindsay McNena	Julia Cornester noted that she has experienced a theme among those students reaching out to her. Concerns include clinical placements, lack of	

			<p>flexibility with registration dates, funding, and lack of responsiveness (ie. no phone contact available at AU, students have to e-mail and are experience delays and misintrepretation) . She has brought these concerns forward as possible advocacy priorities.</p> <p>Lindsay McNena noted she plans attendance at a Faculty of Health meeting this week as well as a Mental Heath meeting next week. She will bring a more in-dept report after those meetings.</p>	
	<b>6.4 Faculty of Business</b>	Margaret Clappison, David Newman		
<b>7.0</b>	<b>Old Business</b>			
<b>8.0</b>	<b>New Business</b>			
	<b>8.1 Appointment of Finance Committee</b>	Ashley Ravenscroft	<p><b>Motion 8.1: To appoint Vice President Operations and Finance, and council members Margaret Clappison, Philip Kirkbride, Liliana Quyen Tang, Heather McGilvary and David Newman to Finance Committee.</b></p> <p>Moved: Margaret Clappison          Seconded: Judd Asoyuf          Motion carried without opposition.</p>	
	<b>8.2 Appointment of Engagement Committee</b>	Crys Vincent	The Engagement Committee is looking to appoint one more Council member to the Engagement Committee. Council members can e-mail Crys for more information.	
<b>9.0</b>	<b>Committees</b>			
	<b>9.1 Governance Committee</b>	President	The Governance Committee has not met; however, the Chair role has been transferred to Ashley Ravenscroft, VPOF.	

			Ashley noted an email will be going out next week.	
	<b>9.2 Awards Committee</b>	Vice President Academic	The Awards Committee did not meet in August.	
	<b>9.3 Engagement Committee</b>	Vice President External	The committee is working on a Welcome Package (magnet project).	
	<b>9.4 Budget Committee</b>	Vice President Financial	Budget Committee met and approved the recommendation for Council of the revised 2020 budget. The next meeting is planned for October to go over the 2021 proposed budget.	
	<b>9.5 Strategic Planning Committee</b>	President	The Strategic Planning Committee did not meet in August and has rescheduled for last week of September. In the meantime, the survey was developed and released in the September newsletter, open until October 5th. The Committee is planning focus groups tentatively starting in November into January and February.	
	<b>9.6 Election and Referenda Committee</b>	Executive Director	The 2021 elections timeline has been developed including the communications schedule.  The Election and Referenda Committee will be appointed at the January 12th, 2021 or February 9th, 2021 Council meeting.	
	<b>9.7 Adhoc committees</b>			
<b>10.0</b>	<b>Upcoming Events</b>		<ol style="list-style-type: none"> <li>1. Graduate Student Survey</li> <li>2. Graduate Student Research Conference</li> <li>3. Convocation</li> <li>4. Grad lounge: Ashley noted it would be convenient to include an embedded link to the Grad Lounge.</li> </ol>	
<b>11.0</b>	<b>Other Business</b>		Bob Cole encouraged Council and Executive to join the Athabasca University current Students Facebook group.	
<b>12.0</b>	<b>Adjournment</b>		<b>Motion 12.0: To adjourn the meeting at 7:35 pm.</b>	7:35 pm

			Moved: David Cloutier Seconded: Philip Kirkbride Motion carried without opposition.	
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Mary-Anne Parker, President

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Meaghan Sullivan, Executive Director

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Date of Approval