

Athabasca University Graduate Student Association Executive Committee Meeting

Athabasca University Governing Council Room

June 27, 2009

Attendees:

Robbie Chernish (President)
Rob Janzen (Vice-President)
Cindy Amerongen (Council Member)
David Keene (Council Member)
Ron Jagmohan (Council Member)

Regrets:

Daniel Bzdel (Treasurer)
Michael Balaski (Council Member)
Rose Mary Craig (Secretary)

Call to Order Meeting called to order by President Robbie Chernish at 8:45 am

1. Close AGM for lack of quorum

2. Open Executive Committee Meeting

3. Approval of Agenda with additions (Motion made by: Rob Jansen/Seconded by: David Keene)
Motion Approved

4. Approval of Minutes of the May 13, 2009 Meeting (Motion made by: Rob Jansen/Seconded by: David Keene) ***Motion Approved***

5. Update from the President

- Difficult year dealing with AU as we formalized the Graduate Student Association
- President has been involved in the AU VP Academic search
- has created an office space and a funding model
- is working on student awards for graduate students
- has been observing the Albera Graduate Council and watching how they represent grad students
- wondering about our association joining that Council as it gives us a foothold with the Government and gives a greater ability to represent the AU grad students
- Attended convocation on behalf of grad students - explained role of the association and the services that we are working on
- Attended Athabasca University Governing Council meeting

Update from Members:

Cindy Amerongen- Long time AU student working on completing MAIS program - represented AUGSA on Academic Council - Notes: teleconference participants on AU AC don't really have a voice as the meeting is directed to in room participants recommend a more visual platform to enable discussion (i.e. Eluminate). AC is an approval council and we should be looking at how we can tie into our respective academic departments to provide feedback to policies and procedures prior to presentation to Academic Council (traveled from Fort McMurray)

Rob Janzen - new to Grad studies and really pleased to be here and to be able to participate (traveled from Winnipeg)

David Keene - enjoyed his year serving the AUGSA and is very pleased to see the progress made by the association over the past few years (travelled from Regina)

Ron Jagmohan - first time in Athabasca and is pleased to be able to see where going to university,

pleased to be able to serve the students through the association (travelled from Toronto)

AU Travel Policy

Robbie discussed the AU Travel Policy and recommended that each of the association members who travelled to the meeting adhere to the travel policy for reimbursement of expenses. Robbie will send out the Expense Form. All members are asked to scan receipts and return with completed expense form.

6. Review and Approve Bylaws

Robbie put the bylaws up on the projection screen for review:

Inputed changes made at prior meetings:

*Article 6.1.2 - Members of the Executive shall be elected annually at the annual general meeting. The term of office shall be one (1) year running from **September to August**.*

*Article 6.1.3 - Nomination for the Executive shall open **May** and shall close seven (7) business days prior to the annual general meeting*

*Article 6.3.1 - Nominations for councilors-at-large shall open **May** and shall close seven (7) business days prior to the annual general meeting*

New bylaw change:

*Article 6.1.6 - In the case of a vacancy on the Executive, a by-election shall be held in accordance with 6.4 or by **appointment**.*

Bylaw changes adopted by Executive Committee.

Action: Further review of Bylaws is required and this will come forward at the upcoming meetings to ensure consistency of terminology, definitions and timelines. Clarification of the AGM in the by-laws.

7. Review and Approve Budget

Committee reviewed the AUSA budget format and agreed that we would adopt the same format to be consistent.

- Committee created the Revenue/Expense Spreadsheet Template
- Presentation of upcoming expenses
 - printer (\$600)
 - software (\$1,200 - \$1,600)
 - office supplies (\$800)
 - laptop computer (\$800)
 - cellphone (\$200)
- Committee created the 2009/2010 budget

The 2009/2010 budget was created and a motion to approve was presented. (Motion made by: Ron Jagmohan/Seconded by: David Keene) **Motion Approved**

8. Review Organizational Structure

Committee members created an organizational chart delineating the Executive Committee membership, Council membership and Councillor-at-Large membership.

9. Review and Approve AUGSA Coordinator Position Description

Committee created the AUGSA Coordinator position job description (salary range \$49,515 - \$63,485) (see attached). Position will be advertised on the AUGSA website and will close July 15, 2009. Resumes to be directed to Cindy Amerongen.

Motion to approve position description (Motion made by: Cindy Amerongen/Seconded by: David Keene) **Motion Approved**

10. Orientation of New Council / Election

Tabled to next meeting

11. Review Strategic Objectives

- hire the Coordinator
- seek grants funding
- develop branding strategy
- launch art logo contest

12. Other Business

13. Motion to Ajourn 3:27 pm

14. Next Meeting - July 15, 2009 6:00 pm Mountain Standard Time