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## Council Meeting

**Date:** January 12, 2011

**Place:** Web conference

**Time:** 5:00pm, MST

**Attendance:** Amanda Nielsen, President  
Denise Ferris, VP External (entered at 5:20pm)  
Michael Balaski, VP Academic  
Nathaniel Ostashewski, VP Operations & Finance  
Ric Wheeler, VP Student Life  
Lorna Howieson, Business Rep  
Melissa Seaborg, Counselling Rep  
Greta Kirstein, Heritage Resources Management Rep  
Adam Snider, Coordinator

INDEX	MINUTES	ACTION
<b>1.0 – Call to Order</b>	Meeting called to order at 5:14pm.	
<b>2.0 – Approval of Agenda</b>	<b>MOTION:</b> Ric moved to approve the agenda and David seconded; motion carried unanimously.	
<b>3.0 – Approval of Previous Meeting's Minutes</b>	<b>MOTION:</b> Michael moved to approved the December 20, 2010 minutes and Amanda seconded; motion carried unanimously.	
<b>4.0 – Reports</b>		
<b>4.1 – Executive Reports</b>	The executive officers presented their reports (see attached).	
<b>4.2. – Council Reports</b>	The program representatives presented their reports (see attached).	

<b>4.3 – Staff Reports</b>	The Coordinator presented his report (see attached).	
<b>4.4 – Monthly Financial Report &amp; Audit Process Update</b>	<p>The VPOF prepared and presented a trial balance (see attached).</p> <p>It was noted that our total revenue for 2010-2011 is likely to be closer to \$260,000 rather than the initially projected \$450,000. As a result, we have been in discussions with AU in an attempt to get more accurate student numbers upon which to base future budget estimates.</p>	
<b>5.0 – Old Business</b>		
<b>5.1 – AUGSA Health Plan Vote</b>	<p>VP External noted that two council members had not yet cast a vote as to which health plan provider to deal with when/if a referendum on an graduate student health plan is passed.</p> <p>1 abstained and 1 agreed to vote on the Landing after reviewing the information one more time. All other votes had previously been cast via the Landing.</p>	
<b>5.2 – AUGSA Compensation System Changes</b>	<p><b>MOTION:</b> Nathaniel moved to allow half-points to be used on rubrics from now on and Melissa seconded the motion; motion carried unanimously.</p> <p><b>MOTION:</b> Nathaniel moved to change the pay scale from Fig 1. to Fig 2. and Amanda seconded the motion. Motion carried unanimously.</p> <p>Fig 1.</p> <p>0 to 5 = 0% of monthly salary          6 to 8 = 35% of monthly salary          9 to 11 = 70% of monthly salary          12+ = 100% of monthly salary</p> <p>Fig 2.</p> <p>0 to 5=0% of monthly salary          5 to 10=35% of monthly salary          10 to 15= 70% of monthly salary          15+ = 100% of monthly salary</p> <p><b>MOTION:</b> Nathaniel moved that the minimum work hours for program representatives remain unchanged, that Vice-Presidents be expected to do 40 hours of work</p>	

	per month, and that the President be expected to do 50 hours of work per month; Amanda second the motion and it was unanimously carried.	
<b>5.3 – Update on Orientation and In-person Events</b>	<p>Amanda gave an update on student orientation sessions:</p> <ul style="list-style-type: none"> <li>• First session only had 3 attendees, but all 3 seemed to be appreciative &amp; get value out of the session.</li> <li>• Saturday sessions have a total of 10 registrants.</li> </ul> <p>Amanda gave an update on the status of the first in-person Meet &amp; Greet event (being held the following day).</p> <ul style="list-style-type: none"> <li>• 44 people have RSVPed.</li> <li>• AUGSA staff and council members who are attending, please arrive at least 15 minutes early to help setup.</li> </ul>	
<b>5.4 – Update on Student Services Brief</b>	Ric indicated that he would like further input and feedback from council regarding the student services brief that he has prepared. He will initiate a conversation on the Landing to discuss this in greater detail.	
<b>6.0 New Business</b>		
<b>6.1 – AUGSA Conference Funding (Discussion Item)</b>	This item was tabled indefinitely.	
<b>6.2 – AGM 2011 (Discussion Item)</b>	<p>Discussion of the 2011 Annual General Meeting occurred. Key points raised included:</p> <ul style="list-style-type: none"> <li>• It will occur on January 16, 2011 at 5pm MST.</li> <li>• All council members are expected to present a brief report (half a page to a page in length).</li> </ul>	
<b>6.3 – SAAC Replacement</b>	The VP Academic felt that he might have a conflict of interest between his role as VP Academic and his role on the Student Academic Appeals Committee (SAAC) and recommended that someone else fill the SAAC role. After discussion, it was confirmed that there is no conflict of interest. As a result, the VP Academic will remain on the SAAC.	

<p><b>RECESS</b></p>	<p><b>MOTION:</b> Lorna moved to recess the meeting for five minutes and Ric seconded; motion carried unanimously.</p> <p>Meeting recessed at 6:25pm and resumed at 6:30pm.</p>	
<p><b>6.4 – Turnitin Information</b></p>	<p>After discussion of some of the ways that AU plans to use Turnitin—as both a learning tool and an anti-plagiarism tool—it was decided that more time was needed for AUGSA to develop a position on this software and its use.</p> <p>A discussion will be held via the Landing to develop this stance.</p>	
<p><b>6.5 – Utilizing \$2000.00 tuition in Contract for other than AU course(s)</b></p>	<p>A question was raised as to whether or not this money can be used toward courses outside of AU. After discussion, it was decided that this money should only be used for AU courses.</p> <p>If a member wishes to apply for professional development funding for a course outside of AU, he or she may do so if he/she believes that the outcome will benefit AUGSA. Approval of this funding will be at the discretion of AUGSA Council.</p>	
<p><b>6.6 – Western GSA Assembly Update</b></p>	<p>The President noted that she already discussed this item in her report; no other members had anything to add.</p>	
<p><b>6.7 – Update on Fee Consultation Meeting</b></p>	<p>VPOF provided an overview of what was discussed at the fee consultation meeting:</p> <ul style="list-style-type: none"> <li>• AUGSA presented our stance that graduate fees should not be raised by more than CPI, except for those programs which saw an increase of 10% or more last year, which we believe should not be increased this year.</li> <li>• Discussion with AU staff regarding getting a more accurate estimate of our cash flow.</li> <li>• AU staff provided information about who AUGSA can lobby, at the federal level, to attempt to get a national funding structure for AU.</li> <li>• Ric added that it has been clarified that the separation of learning resources fees from the</li> </ul>	

	tuition fees will not affect tax claims.	
<b>6.8 – AUGSA Lapel Pins</b>	<p>Amanda presented the idea of having AUGSA lapel pins made. Other members suggested other promotional items that they felt might be more effective.</p> <p>After some discussion, it was decided that this topic would be moved to the Landing to discuss alternatives.</p>	
<b>6.9 – Bylaw Amendment Proposal – Program Reps to Faculty Reps</b>	<p>The idea of amending the bylaws such that AUGSA Council will have faculty representatives instead of program representatives was raised.</p> <p>VPOF noted that the Centre for Distance Education (CDE) is currently not included in a faculty. As a result, the topic was tabled until more information about how CDE fits into the faculty structure is available.</p>	
<b>6.10 – Relationships with Other University Organizations (AUSU, AUFA, AUSU, CUPE)</b>	<p>It was noted that AUGSA has good relationships with AUSU, AUFA, and CUPE.</p> <p>AUGSA and AUSU had intended to have regular meetings, but these have not occurred since the first one.</p> <p>After discussion, it was decided that AUGSA will approach AUSU about having bi-monthly meetings of 1 hour to discuss areas of mutual concern.</p>	
<b>6.11 – INST 511 Report</b>	<p>Amanda discussed Indigenous Studies 511, a course that has been causing some concern among students and staff. The key points raised include:</p> <ul style="list-style-type: none"> <li>• The course began running before it was finished being designed;</li> <li>• Students are waiting for the rest of the course to be written so that they can complete it;</li> <li>• The course appears to have been launched without the usual quality control measures, as it was put together on a very short timeline in order to get government funding.</li> </ul>	
<b>6.12 – AUGSA Meet &amp; Greet in Calgary</b>	<p>This item was tabled until after the Edmonton Meet &amp; Greet so that it can be determined whether or not that event was successful enough to warrant similar events</p>	

	in other cities.	
<b>6.13 – Update on AUGSA Voting System</b>	<p>Adam noted that we are currently in discussion with AU about getting database information to set up a voting system that will allow students to login using their AU student ID and password.</p> <p>He will follow up on this matter next week.</p>	Adam – Jan 17, 2011
<b>6.14 – AUGSA Election Dates 2011</b>	<b>MOTION:</b> Amanda moved to have the polls open for 4 days, from March 15-19, 2011; Ric seconded the motion and it was unanimously carried.	
<b>6.15 – 2011 Goal Planning</b>	This item was tabled and will be discussed on the Landing.	
<b>7.0 – Other Business</b>		
<b>7.1 – Program Rep Meetings for Programs</b>	<p>The President reminded the program reps that the bylaws require them to hold a meeting for their program area before the end of their term (April 30).</p> <p>Assistance with these meetings will be provided if necessary, and planning will occur on the Landing.</p>	
<b>7.2 – AUGSA Awards</b>	Melissa reminded Council the next nomination deadline for the Outstanding Distinction Awards is January 31, 2011, and requested that the program reps share this information with their program areas and that the Newsletter Committee include an article in the January newsletter.	
<b>7.3 – Financial Forecast</b>	<p>Lorna indicated that it would be a good idea to do a financial forecast for the rest of the term, estimating upcoming expenses, and to be conservative in our spending for the rest of the term.</p> <p>Nathaniel will send a balance sheet and income statement to Lorna. Lorna will make a template based on this information for Nathaniel, Amanda, and Adam to fill out so that we can have an estimate of our expenses for the rest of the term.</p>	Adam, Amanda, Nathaniel, Lorna – Jan 21, 2011
<b>8.0 – Adjournment</b>	<b>MOTION:</b> Nathaniel moved to adjourn and Ric seconded; motion carried unanimously.	

	Meeting adjourned at 7:30pm.	
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Amanda Nielsen, President

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Adam Snider, Coordinator

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Date of Approval