



University of Alberta Students' Union

BYLAW COMMITTEE

Tuesday, November 28, 2017

6:00 PM

SUB 6-06

We would like to respectfully acknowledge that our University and our Students' Union are located on Treaty 6 Territory.

We are grateful to be on Cree, Dene, Sauteaux, Métis, Blackfoot, and Nakota Sioux territory; specifically the ancestral space of the Papaschase Cree. These Nations are our family, friends, faculty, staff, students, and peers. As members of the

University of Alberta Students' Union we honour the nation-to-nation treaty relationship. We aspire for our learning, research, teaching, and governance to acknowledge and work towards the decolonization of Indigenous knowledges and traditions.

AGENDA (BC 2017-09)

2017-09/1 INTRODUCTION

2017-09/1a Call to Order

2017-09/1b Approval of Agenda

2017-09/1c Approval of Minutes

2017-09/1d Chair's Business

2017-09/1e Attendance

2017-09/2 QUESTION/DISCUSSION PERIOD

2017-09/2a Vacancy Petitions - Where do we go from here?

2017-09/2b Faculty Association Membership Fee Questions - What should we expect?

2017-09/2c UAFAR DFU Proposal - Preliminary discussion

See BC 2017-09.03

2017-09/3 COMMITTEE BUSINESS

2017-09/3a Campus Recreation Enhancement Fund Question

CHRISTENSEN MOVES to approve Campus Recreation Enhancement Fund dedicated fee unit plebiscite question as listed below.

Proposed Question:

Do you support the continuation of a Dedicated Fee for the Campus Recreation Enhancement Fund on the conditions that:

1. each full-time and part-time student will continue to be assessed \$4.10 in each of the Fall, Winter, Spring and Summer terms in which they are enrolled;
2. the fund will continue to be distributed to undergraduate students, student groups and for the purpose of ensuring that programs, equipment, and facilities offered by the University of Alberta's Campus Recreation remain diverse, convenient, accessible, equitable, affordable and of high quality to all Students' Union members at the University of Alberta;
3. any Students' Union member or student groups/clubs can apply to CREFC for funding;
4. Augustana students will continue to be exempt from the fee.

Do you support a \$4.10 fee per student, in the Fall and Winter semester, to the Campus Recreation Enhancement Fund (CREFC)?

2017-09/3b Bill #6 - The Social and Environmental Responsibility Committee Restructuring - *Second Reading*

CHRISTENSEN/PACHES MOVES to approve the first reading of Bill #6, on the recommendation of Bylaw Committee, based on the following first principles.

1. The Social and Environmental Responsibility Committee (SERC) historically was a committee of the Students' Union executive.
2. Formally, the committee no longer functions as part of the Students' Union executive and continues to exist as a unregulated committee of the Students' Union proper.
3. Bylaw 1100 shall be amended to remove The Social and Environmental Responsibility Committee as a formal part of the Students' Union executive.

(Please see Google Drive for second reading changes)

2017-09/3c Bill #5 - Students' Council Legislative and Committee Structure Reform - *First Reading*

HOWIE/CHRISTENSEN MOVE to approve the first reading of Bill #5, on the recommendation of Bylaw Committee, based on the following first principles.

First Principles:

1. Bylaw 100 is the premiere piece of legislation of Students' Council, housing much of the administrative and operational regulations of the body.
2. Legislation within Bylaw 100 is loosely defined with little direction given surrounding the procedures and protocols of the various forms of legislation. There are currently legislative processes for the creation of bylaws, political policies, and the budget that are described in Students' Council's standing orders, but are not reflected in bylaw. As these processes do not change year to year and are binding, they should be reflected in bylaw.
3. The legislative process of approving bylaws shall be clarified in Bylaw 100 to mandate each piece of legislation go through first and second reading, with second reading being drafted by Bylaw Committee.
4. The legislative process of approving policies shall be clarified in Bylaw 100 to mandate each piece of legislation go through first and second reading, with second reading being drafted by Policy committee.
5. The legislative process of approving the budget shall be clarified in Bylaw 100 to mandate the first reading of budget principles and the itemized budget be drafted by Finance committee.
6. In light of DIE Board Ruling 2017-02, there is a lack of clarity surrounding the timing of the start up meeting and first meeting of Students' Council as defined in Bylaw 100.
7. Bylaw 100 shall be amended to allow the startup meeting to occur anytime within April.
8. Bylaw 100 shall be amended to relax the mandated timing of the first meeting of each Students' Council term from before May 7 to before May 15 of each year.
9. In light of recent discussions surrounding committee structure, four new categories of committees will be defined with definitions including, but not limited to:
 - a. "Administrative" committees
 - i. Committees whose mandate include a delegated, legislative function of Students' Council.
 1. Audit, Bylaw, Policy, Council

Administration, Finance, and Nominating Committee shall be reclassified as “Administrative” committees.

- ii. These committees shall have a closed membership of only elected members of Students’ Council or Designates.
 - iii. These committees shall be recurring.
 - iv. The list and mandate of these committees shall remain in Bylaw 100.
 - v. These committee shall only be created or eliminated through two readings of Students’ Council amending Bylaw 100.
- b. “Advisory” committees
- i. Committees whose mandate include providing recommendations on internal and external Students’ Union policies and providing guidance, advice or other information to the organization on a general topic.
 - ii. These committees may have an open membership of elected members of Students’ Council, unelected individuals, or both.
 - iii. These committees shall be recurring.
 - iv. The list and mandate of these committees shall be housed in the Bylaw 100 Schedule B.
 - v. These committees may be created, approved, or formalized by a simple majority vote of Students’ Council.
 - vi. These committees shall only be eliminated by a two thirds majority vote.
- c. “Ad hoc” committees:
- i. Committees whose mandate is narrow surrounding a particular topic, initiative, or investigation.
 - ii. These committees may have an open membership of elected members of Students’ Council, unelected

individuals, or both.

- iii. Expire at a designated time not to exceed 1 year.
- iv. The list and mandate of these committees shall be housed in the Bylaw 100 Schedule B.
- v. These committees may be created, approved, formalized, eliminated or renewed by a simple majority vote of Students' Council or the Executive committee.

d. "Operational" committees:

- i. Committees whose mandate is to serve a specific operational function of the Students' Union.
- ii. These committees may have an open membership of elected members of Students' Council, unelected individuals, or both.
- iii. These committees shall be recurring.
- iv. The list and mandate of these committees shall be housed in the Bylaw 100 Schedule B.
- v. These committees may be created, approved, eliminated, or formalized by a simple majority vote of Students' Council or the Executive committee.
- vi. These committees shall only be eliminated by a two thirds majority vote.

10. The definition of "standing committee" and "committee of the executive" shall be eliminated.

11. Under the new classification, all formalized committees shall be eligible for the administrative support of Discover Governance or the Students' Union, as needed.

12. The current "Bylaw 100 Schedule" shall be renamed "Bylaw 100 Schedule A".

13. A new "Bylaw 100 Schedule B" shall be created.

See BC 2017-09.02

2017-09/3e Winter Semester Meeting Schedule

1. Tuesday, December 12, 2017 @ 6:00PM in SUB 6-06.
2. Tuesday, January 16, 2018 @ 6:00PM in SUB 6-06.
3. Tuesday, February 13, 2018 @ 6:00PM in SUB 6-06.
4. Tuesday, March 6, 2018 @ 6:00PM in SUB 6-06.
5. Tuesday, March 20, 2018 @ 6:00PM in SUB 6-06.

CHRISTENSEN MOVES to approve the above winter semester meeting schedule.

2017-09/4 INFORMATION ITEMS

2017-09/4a BC-2017-08 Meeting Minutes

See BC 2017-09.01

2017-09/4b ARRC Standing Orders

See BC 2017-09.02

2017-09/4c UAFAR - DFU Proposal

See BC 2017-09.03

2017-09/5 ADJOURNMENT

2017-09/5a Next meeting: Tuesday, December 12, 2017 @ 6:00PM in SUB 6-06.



University of Alberta Students' Union

**BYLAW
COMMITTEE**

**Tuesday, October 24, 2017
6:00 PM
SUB 6-06**

NAME	PROXY	PRESENT	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
Brandon Christensen (Chair)		Y	N/A
Sandy Brophy		Y	N/A
Delane Howie		Y	N/A
Nicole Jones		Y	N/A
Robyn Paches	Connor Palindat	0.5	Y
Alannah Piasecki		Y	N/A
James Thibaudeau		Y	N/A

MINUTES (BC 2017-08)

2017-08/1 INTRODUCTION

2017-08/1a Call to Order

Meeting **CALLED TO ORDER** at 6:03PM by CHRISTENSEN.

2017-08/1b Approval of Agenda

PIASECKI/JONES MOVE to approve the agenda.

6/0/0
CARRIED

2017-08/1c Approval of Minutes

BROPHY/PIASECKI MOVE to approve the minutes.

5/0/1
CARRIED

2017-08/1d Chair's Business

Item *2017-08/8b* will be dealt with last. Due to time constraints, it will be dealt with in a cursory manner.

2017-08/1e Attendance

Attendance was taken. Councillor PALINDAT served as proxy for VP PACHES.

2017-08/2 QUESTION/DISCUSSION PERIOD

2017-08/2a DFU Updates - CREF Question Update

CHRISTENSEN:

Vice-President PACHES has been working on this. He has not heard any updates from CREF. The Team at Campus Community and Recreation should have a question intent in for the deadline as outlined by Bylaw, which is November 15, 2017.

As soon as we get their tentative question, we will draft their final question which will be in a format that (CHRISTENSEN) will share with the Committee in the future. The question will then need to be approved in both Bylaw Committee and Students' Council.

2017-08/8b Aboriginal Relations and Reconciliation Ad Hoc Committee Standing Orders Preliminary

The committee will generally review the standing orders and begin initial discussion taking into consideration the present bylaws of the Students' Union and the original motion for creation.

See BC 2017-08.02

CHRISTENSEN:

There are a few highlights that I would like the Committee to mull over before our next meeting.

We must be considering the *legality* of the changes and if there are contraventions to Bylaw, we cannot move forward with this draft.

PACHES has provided some written points, which will be read out:

"I will list thoughts below based on sections of the standing orders.

- 1. Mandate - there is numerous reports named in this mandate. Are there work plans to have these reports created? This seems like a heavy workload for a committee compared to other SC Committees. I am confused about points k & l, does this mean that the committee will appoint councillors from SC to sit on the groups listed? On point p, this falls into the authority of Policy Committee and would need to be explored quite holistically. Ie. if this is done, why wouldn't Finance Committee then have the authority to amend policies like Capital Projects and Scholarships and Bursaries, because these are SU budget related policies?*
- 2. Meetings & Membership - This is getting into the discussion of students at large as voting members on this committee. I am not for or against this, but I believe it needs to be thoroughly discussed. Does a committee of Students' Council make the most sense for this committee? As we see later on the agenda, we are redefining committees and I think this may fit another classification better. I do disagree with the size of this committee. The current membership would place it much larger than council.*
- 3. Elder Protocol - Why is the VP Operations & Finance involved in this?*
- 4. Presentations - June 30th is quite early in the exec term, I would recommend later for a more developed presentation."*

PIASECKI:

As it pertains to Point (P), the ability to make alterations is a lot of power, for any Committee regardless of their mission. I assume ARRC is saying that they reserve the right to make suggestions, but that is not something that necessarily needs to be outlined.

BROPHY/CHRISTENSEN:

Perhaps we can change the wording to *"holds the responsibility to make suggestions"*. I do not think that they will be happy if we remove this Point.

HOWIE:

I would feel more comfortable with the wording *"holds the authority to advise on the renewal of the political policy"*.

PIASECKI:

We can say instead that they “reserve the right to be involved in any discussions where the political policy works alongside the Truth and Reconciliation Act”.

HOWIE:

As this line stands right now, it goes against the Standing Orders of Students’ Council.

CHRISTENSEN:

No Committee hold the authority to edit Political Policy; only Students’ Council does. Point (P) makes it seem as though they have the ability to alter as they see fit.

HOWIE:

Perhaps we should word it as “*shall make recommendations to Students’ Council and Students’ Council Policy Committee on any alterations or renewal of the Students’ Union Political Policy as it pertains to the Truth and Reconciliation Commission*”.

Committee agrees.

CHRISTENSEN:

In Point (L), I find it interesting that this Committee would be able to appoint representatives in the Augustana Campus.

BROPHY:

A number of these groups are not affiliated with the Students’ Union. For example, the Aboriginal Students Law Society.

PIASECKI:

I think with the way that the Standing Orders are being read, that Point (L) should be a sub-point to Point (K).

HOWIE:

I do not believe that is the case, based on my time in that Committee. Point (L) refers to groups that are referenced later on, later in the Document.

PIASECKI:

That makes sense, but (L) needs to then be restructured.

HOWIE:

As far as I understand, they would like any seat that the Students’ Council has which pertains to Aboriginal Students, to be represented by the Native Studies Councillor. They would like a little more control, over the

nomination as far as I understand.

CHRISTENSEN:

We are not formally submitting these suggestions until after we have gone through this document more thoroughly.

PIASECKI:

How is the number 39 chosen for their membership of non-Councillors?

THIBAudeau:

It is supposed to be the number of Students' Councillors plus one.

BROPHY:

I don't think the CAC model will work for this Committee - perhaps a set of standing members, that could be outnumbered by the number of Aboriginal students.

HOWIE:

The Committee has not been receptive to this message. Ultimately Council has the power to not pass anything, from the Committee level.

CHRISTENSEN:

There could be political pressure.

HOWIE:

At this point, it is more important to set something, and evaluate whether it will work, than try and change the mind of the Committee. It is possible to change the membership model later on.

CHRISTENSEN:

It is not easy task to change the voting membership - historically, this has not happened often in the Students' Union.

BROPHY:

A more traditional model would perhaps be more effective.

THIBAudeau:

The counterpoint to that is that a traditional model may not effectively represent all the different Aboriginal groups on campus.

BROPHY:

I am fine with having a large membership, but it should be something set, not anyone who decides they want to show-up. It's that lack of accountability that will make the meetings both exploitable and

potentially not run that effectively.

CHRISTENSEN:

Does anybody have an answer to the third question?

BROPHY:

The Vice-President (Finance) sets the budget for the Elder, and sets the limit.

THIBAudeau:

As it pertains to the last suggestion from PACHES, perhaps a compromise could be reached, and the date changed.

CHRISTENSEN:

Rather than a set date, an agreed upon date could be work out between the Executive and the Committee.

2017-08/3 COMMITTEE BUSINESS

2017-08/3a Editorial #9 - Bylaw 2200

THIBAudeau/HOWIE MOVE to approve the editorial changes to Bylaw 2200 as listed on Google Drive.

THIBAudeau:

The first change is to Section 2(1)(a), to replace the last "t" in "that" with an "n" to now read as follows: a "forum" shall be any event organized by an entity other than the Students' Union, a candidate, side, or a volunteer acting on behalf of a candidate or side at which campaign activities are facilitated".

Committee agrees.

THIBAudeau:

The next change is located on Section 3(1). The *Mandate* of the Committee shall now read "This bylaw shall govern the conduct of the Executive Committee and Board of Governors **as well as** elections, plebiscites and referenda conducted by the Students' Union."

This wording change makes it clearer that Bylaw 2200 governs all of the entities listed.

Committee agrees.

THIBAUDEAU:

The next change deals with Section 7(1). The petition must be in 30 days prior to the election; however, the deadline of February 1 is 15 days before the election.

CHRISTENSEN:

The election happens during the week of March 3 and 4.

THIBAUDEAU:

This could potentially be a discussion for later, but I believe we should move this date back.

HOWIE:

I don't think moving the date back is possible. In my experience(s) outside of this committee and employment with the Students' Union, I know that because of Winter Enrollment and people moving around at the beginning of January, we can't get certain numbers until February. You technically may not be able to obtain that information from the RO until February, but you could ask.

THIBAUDEAU:

We could explore this as an option in the future, but this is not an editorial change.

Committee agrees to strike changes.

THIBAUDEAU:

The next editorial changes are to Section 10(2) and 11(1). Both have the same intent, but list different deadlines. I think it would be a good idea to combine them.

PIASECKI:

Just a note that "*referenda*" in Section 9(1), should be replaced with "*referendum*" as the preceding word "*plebiscite*" is singular.

THIBAUDEAU:

I moved Section 11(1) to the preceding Section [in the *Shared Document*] to read as 10(3), so that Committee Members could decide which deadline was better.

HOWIE:

We should remove 10(3) and stick with the timeline in 10(2), as 30 days is a more realistic timeline.

Committee agrees.

THIBAUDEAU:

The next change is in Section 12(2), which currently makes no grammatical sense. The additional changes I made, are to outline that not every member of Students' Council would be required to take a leave of absence.

HOWIE:

I don't think additional adjustments are necessary, because of subsections (a) and (b).

CHRISTENSEN: Also, this Bylaw only applies to candidates. A Councillor can not be in violation if they are not running.

THIBAUDEAU:

We can strike the additional changes I suggested; however, I will remove "*are required*" to ensure grammatical clarity.

Committee agrees.

THIBAUDEAU:

I wanted to restructure Section 17(1), by having it now read as "*The C.R.O. shall determine and announce the time and date of the commencement of campaign activities prior to the end of November each year. The commencement of campaign activities, shall occur no fewer than five (5) days before the date of any vote*".

CHRISTENSEN:

We could instead remove "shall determine" from the original statement.

THIBAUDEAU:

I agree with that suggestion. My intention was to increase the clarity of the statement.

CHRISTENSEN:

I think it might be better to house these as two separate points, as you had suggested.

Committee agrees.

My next change is in Section 18(2). I moved "*announce the date*" to the end of the paragraph; however, in removing that phrase, the statement now reads "*The C.R.O shall determine the location of the Myer Horowitz Forum*".

CHRISTENSEN:

I like how you were thinking about this, but I think we should remove the phrases “*and location*” and “*determine*”.

BROPHY:

Did we include “*and location*” because we were unsure about our ability to obtain space in the Myer Horowitz Theatre, due to their renovation schedule?

HOWIE:

We did talk about it and the change we made this year (or beginning of last year) was that we made all of Section 18 (Elections Forums) apply to all forums that are organized by the C.R.O. The Myer Horowitz Forum still exists under that name.

THIBAUDEAU:

It does not need to be formalized in Bylaw, as these renovations are a special circumstance.

Committee agrees.

THIBAUDEAU:

The next changes are in Section 18(4)(g). This was another idea I had, based on our discussion about prioritizing audience over Councillor questions.

HOWIE:

If we were to add this in, it would be subsection (h), instead of an editing of (g). This idea would be pretty revolutionary, because if we continue to see the level of engagement we saw this year continue, we would eliminate oppositional questions.

CHRISTENSEN:

As it stands we can not add this statement in, because it is changing the spirit of the Bylaw. But if you are interested, we can pursue this at another time.

Committee agrees to strike the aforementioned change.

THIBAUDEAU:

In Section 22(2), I added a “a reasonable derivative of the candidate’s legal name or their preferred name”; however, this change was suggested before Bill #2, which will require further review from the Committee.

BROPHY:

You also made a note of this for the entirety of Section 28.

THIBAudeau:

I separated the portion of Section 29(1) that pertained to volunteers for the purpose of clarity.

Section 36 was changed to accurately reflect that it was referring to Section 47 **not** 48.

The same change was done to Section 37(4) and 38(2) which changed Section 48 to 47.

Section 45(3) should eliminate that phrase "*universal resource designation*" due to Bill #3.

Section 47(6) and 48(1) have been changed to reflect what part of Bylaw 1500, is specifically being referenced.

Committee agrees.

7/0/0

CARRIED

2017-08/3b Editorial #10 - Bylaw 2300

THIBAudeau/HOWIE MOVE to approve the editorial changes to Bylaw 2300 as listed on Google Drive.

THIBAudeau:

A number of the recommendations proposed to Bylaw 2300, are the same as the ones I suggested for Bylaw 2200.

Section 2(j) changed with Bill #2. In Section 2(r), "*that*" should be replaced with "*than*".

Section 5(2) has the same intent, but different deadline as Section 6(1). The latter will be deleted.

Section 6(4) was changed to refer to the proper section.

In Section 10(2)(c), I was interested in changing the time from 9:00PM to 8:00PM.

HOWIE:
Should that not be in 24-hour time?

CHRISTENSEN:
That is not necessary. This could be changed; however, it would require legislation (i.e. a Bill) as this time was chosen and approved.

Committee agrees to strike the aforementioned change.

THIBAUDEAU:
Section 11(1) was reconstructed for increased clarity.

Section 12(1) was reworded to reflect the same changes made in Bylaw 2200, Section 17(1).

Section 13(4) and (5), were reworded to refer to the proper sections.

In Section 14(1), the word "North" was added to specify "North Campus". I do recall it was based on a discussion this Committee had as I was working on these editorial changes, but I cannot remember the need for this specification.

HOWIE:
Campus Saint Jean will not be providing space to candidates.

THIBAUDEAU:
In Section 15(2), I added "or their preferred name" to reflect the changes with the passing of Bill #3.

In Section 16(1), I added a question to our working document, questioning whether this statement needed to be changed, to comply with Bill #3.

CHRISTENSEN:
I will double-check, but I believe we addressed all of these issues.

THIBAUDEAU:
Section 20 pertains to Universal Resources, which was changed with Bill #3. The specifics of the change will need to be addressed.

Section 30(3) was changed to reflect the accurate section.

CHRISTENSEN:
Section 35(6) can not have brackets, in the way THIBAUDEAU has suggested it be re-worded.

THIBAUDEAU:

The changes I suggested are because to me it reads as though one should submit their expense report as outlined in Section 39, whereas Section 39 deals with Penalties.

PIASECKI:

We need to eliminate the commas in the numerical values in Section 34(1) and (2) to be consistent with Canadian English.

HOWIE:

The penalties are set-out in Section 39. I see your logic but we have to rephrase to eliminate the brackets you've suggested.

THIBAUDEAU:

Section 36(3) was reworded to reflect the same changes in Bylaw 2200, Section 45(3).

Section 40(1) is re-worded to reference the proper section in Bylaw 1500.

7/0/0

CARRIED

2017-08/3c Bill #5 - Students' Council Legislative and Committee Structure Reform - *First Reading*

ORIGINAL PROPOSAL:

First Principles:

1. Bylaw 100 is the premiere piece of legislation of Students' Council, housing much of the administrative and operational regulations of the body.
2. Legislation within Bylaw 100 is loosely defined with little direction given surrounding the procedures and protocols of the various forms of legislation. There are currently legislative processes for the creation of bylaws, political policies, and the budget that are described in Students' Council's standing orders but are not reflected in bylaw. As these processes do not change year to year and are binding, they should be reflected in bylaw.
3. The legislative process of approving bylaws shall be clarified in Bylaw 100 to mandate each piece of legislation go through first and second reading, with second reading being drafted by Bylaw Committee.

4. The legislative process of approving policies shall be clarified in Bylaw 100 to mandate each piece of legislation go through first and second reading, with second reading being drafted by Policy committee.
5. The legislative process of approving budget shall be clarified in Bylaw 100 to mandate each piece of legislation go through first and second reading, with second reading being drafted by Finance committee.
6. In light of DIE Board Ruling 2017-02, there is a lack of clarity surrounding the timing of the start up meeting and first meeting of Students' Council as defined in Bylaw 100.
7. Bylaw 100 shall be amended to allow the startup meeting to occur anytime within April notwithstanding the timing of the previous Students' Council term.
8. Bylaw 100 shall be amended to relax the mandated timing of the first meeting of each Students' Council term from before May 7 to before May 15 of each year.
9. In light of recent discussions surrounding committee structure, four new categories of committees will be defined with definitions including, but not limited to:
 - a. "Administrative" committees
 - i. Committees whose mandate include a delegated, legislative function of Students' Council.
 1. Audit, Bylaw, Policy, Council Administration, Finance, and Nominating Committee shall be reclassified as "Administrative" committees.
 - ii. These committees shall have a closed membership of only elected members of Students' Council.
 - iii. These committees shall be recurring.
 - iv. The list and mandate of these committees shall remain in Bylaw 100.
 - v. These committee shall only be created through two readings of Students' Council amending Bylaw 100.

b. "Advisory" committees

- i. Committees whose mandate include providing recommendations on internal and external Students' Union policies and providing guidance, advice or other information to the organization on a general topic.
- ii. These committees may have an open membership of elected members of Students' Council, unelected individuals, or both.
- iii. These committees shall be recurring.
- iv. The list and mandate of these committees shall be housed in the Bylaw 100 Schedule B.
- v. These committees may be created, approved or formalized by a simple majority vote of Students' Council.

c. "Ad hoc" committees: Committee

- i. Committees whose mandate is narrow surrounding a particular topic, initiative, or investigation.
- ii. These committees may have an open membership of elected members of Students' Council, unelected individuals, or both.
- iii. Expire at a designated time not to exceed 1 year.
- iv. The list and mandate of these committees shall be housed in the Bylaw 100 Schedule B.
- v. Maybe created, approved, formalized or renewed by a simple majority vote of Students' Council or the Executive committee.

d. "Operational" committees:

- i. Committees whose mandate is to serve a specific operational function of the Students' Union.
- ii. These committees may have an open membership of elected members of Students' Council, unelected

individuals, or both.

- iii. These committees shall be recurring.
- iv. The list and mandate of these committees shall be housed in the Bylaw 100 Schedule B.
- v. Maybe created, approved, or formalized by a simple majority vote of Students' Council or the Executive committee.

10. The definition of "standing committee" and "committee of the executive" shall be eliminated.

11. Under the new classification, all formalized committees shall be eligible for the administrative support of Discover Governance or the Students' Union, as needed.

12. The current "Bylaw 100 Schedule" shall be renamed "Bylaw 100 Schedule A".

13. A new "Bylaw 100 Schedule B" shall be created.

SUMMARY OF DISCUSSION:

CHRISTENSEN:

Unless anyone has any thoughts, we will go through each point individually. Vice-President PACHES has provided written feedback, which will be read to the Committee (as it pertains to the Budget).

The function of Point 2, is to formalize the process in Bylaw a little more, whereas right now, it is all in Standing Orders. Does everyone understand what that mean?

Committee agrees.

HOWIE:

(In response to Point 3) Do the Second Principles need to be drafted by that committee or approved by that Committee? Would the Committee have First Principles passed and then be hands-off in the drafting process? That's not a realistic representation of the actual process.

CHRISTENSEN:

That's a good point. We could add the word "*and approved*".

THIBAudeau:

All the Bylaw Committee is doing, is making sure that the Second

Principles do not violate the First Principles, which has been approved by Students' Council.

CHRISTENSEN:

The Standing Orders indicate that Bylaw Committee is responsible for drafting Second Principles, on those that have gone through a successful First Reading.

HOWIE:

Realistically, the Second Principles will also come from the Committee/Councillor who has successfully passed a set of First Principles through Students' Council, but it will still need to go through Bylaw Committee.

CHRISTENSEN:

(In response to Point 4) I was thinking about the debate in Policy Committee, about the way things are approved. I would propose a sub-point, where we could say where the renewals process takes place.

HOWIE:

Renewals process is currently outlined in the Standing Orders.

CHRISTENSEN:

BROPHY noted that he was upset that the Renewal Process must go through two sets of approvals.

HOWIE:

The Speaker this year has deemed that necessary only if we are changing a fact, and by extension, the Spirit of the Policy. Though inconvenient, I side with the Speaker in this case.

We can take a look at CHRISTENSEN's suggestions, but there is some ambiguity around this process.

(Point 5) CHRISTENSEN for PACHES:

The First Reading is principles (which is drafted by the Finance Committee) and the Second Reading is the itemized budget. Changed to say *"to mandate the First Reading of Budget Principles and the Second Reading of the itemized budget be drafted by Finance Committee"*.

(Point 7) HOWIE:

Suggests removing the word *"notwithstanding"* for increased clarity.

(Point 8) CHRISTENSEN:

As of now, the first meeting must occur before May 7 which is where we ran into problems. Executives go off their retreat, during that week (around May 15).

HOWIE:

Change the word "*relax*" to "*extend*", to indicate that we are not relaxing the mandate.

CHRISTENSEN:

Councillor PIASECKI, could we add a hyphen between "*mandated*" and "*timing*"?

PIASECKI:

No.

HOWIE:

I am fine with the phrasing remaining as is.

(Point 9(a)(2)) HOWIE: Should we explicitly state "members of Students' Council or their Designates".

CHRISTENSEN:

Add "or their Designates".

(Point 9(b)(5)) CHRISTENSEN:

Include "*eliminated*" after "*formalized*".

(Point 9(c)) HOWIE:

Eliminate the additional "Committee".

(Point 9(c)(5)) CHRISTENSEN:

Add a space after "*May*". Also add the word "*eliminate*". In adding the Executive Committee, there is a flexibility introduced and can have appropriate administrative function.

HOWIE: I know you purposely stated "unelected members", because this does not only refer to Students-at-Large. This would include individuals such as the General Manager.

(Point 9(c)(5)) CHRISTENSEN:

Include "*eliminated*" after "*formalized*".

HOWIE:

Campus Activities Board could fall under this classification, as it was created by Vice-President (Student Life) USHAKOV and is recurring.

CHRISTENSEN:

I was interested in a more formalized process so that we can keep track of what Committee's are being created.

HOWIE:

I wonder if we should talk to Committee that has had recent discussions surrounding Committee structure.

CHRISTENSEN:

Not gonna submit this one for the next Students' Council Meeting.

THIBAudeau:

Concern I see can forthcoming is the fact that it can be eliminated by a simple majority, as ARRC is an Advisory committee.

CHRISTENSEN:

Perhaps a 2/3 majority vote is.

HOWIE:

Add this as a separate point. "*Committees shall only be eliminated by a 2/3 majority vote*". Add this point to all committees, so that all Committees are held to an equal standard.

FINALIZED PROPOSAL:

First Principles:

1. Bylaw 100 is the premiere piece of legislation of Students' Council, housing much of the administrative and operational regulations of the body.
2. Legislation within Bylaw 100 is loosely defined with little direction given surrounding the procedures and protocols of the various forms of legislation. There are currently legislative processes for the creation of bylaws, political policies, and the budget that are described in Students' Council's standing orders, but are not reflected in bylaw. As these processes do not change year to year and are binding, they should be reflected in bylaw.
3. The legislative process of approving bylaws shall be clarified in Bylaw 100 to mandate each piece of legislation go through first and second reading, with second reading being drafted by Bylaw

Committee.

4. The legislative process of approving policies shall be clarified in Bylaw 100 to mandate each piece of legislation go through first and second reading, with second reading being drafted by Policy committee.
5. The legislative process of approving the budget shall be clarified in Bylaw 100 to mandate the first reading of budget principles and the itemized budget be drafted by Finance committee.
6. In light of DIE Board Ruling 2017-02, there is a lack of clarity surrounding the timing of the start up meeting and first meeting of Students' Council as defined in Bylaw 100.
7. Bylaw 100 shall be amended to allow the startup meeting to occur anytime within April.
8. Bylaw 100 shall be amended to relax the mandated timing of the first meeting of each Students' Council term from before May 7 to before May 15 of each year.
9. In light of recent discussions surrounding committee structure, four new categories of committees will be defined with definitions including, but not limited to:
 - a. "Administrative" committees
 - i. Committees whose mandate include a delegated, legislative function of Students' Council
 1. Audit, Bylaw, Policy, Council Administration, Finance, and Nominating Committee shall be reclassified as "Administrative" committees.
 - ii. These committees shall have a closed membership of only elected members of Students' Council or Designates.
 - iii. These committees shall be recurring.
 - iv. The list and mandate of these committees shall remain in Bylaw 100.

- v. These committees shall only be created or eliminated through two readings of Students' Council amending Bylaw 100.
- b. "Advisory" committees
 - i. Committees whose mandate include providing recommendations on internal and external Students' Union policies and providing guidance, advice or other information to the organization on a general topic.
 - ii. These committees may have an open membership of elected members of Students' Council, unelected individuals, or both.
 - iii. These committees shall be recurring.
 - iv. The list and mandate of these committees shall be housed in the Bylaw 100 Schedule B.
 - v. These committees may be created, approved, or formalized by a simple majority vote of Students' Council.
 - vi. These committees shall only be eliminated by a two thirds majority vote.
- c. "Ad hoc" committees:
 - i. Committees whose mandate is narrow surrounding a particular topic, initiative, or investigation.
 - ii. These committees may have an open membership of elected members of Students' Council, unelected individuals, or both.
 - iii. Expire at a designated time not to exceed 1 year.
 - iv. The list and mandate of these committees shall be housed in the Bylaw 100 Schedule B.
 - v. These committees may be created, approved, formalized, eliminated or renewed by a simple

majority vote of Students' Council or the Executive committee.

d. "Operational" committees:

- i. Committees whose mandate is to serve a specific operational function of the Students' Union.
- ii. These committees may have an open membership of elected members of Students' Council, unelected individuals, or both.
- iii. These committees shall be recurring.
- iv. The list and mandate of these committees shall be housed in the Bylaw 100 Schedule B.
- v. These committees may be created, approved, eliminated, or formalized by a simple majority vote of Students' Council or the Executive committee.
- vi. These committees shall only be eliminated by a two thirds majority vote.

10. The definition of "standing committee" and "committee of the executive" shall be eliminated.

11. Under the new classification, all formalized committees shall be eligible for the administrative support of Discover Governance or the Students' Union, as needed.

12. The current "Bylaw 100 Schedule" shall be renamed "Bylaw 100 Schedule A".

13. A new "Bylaw 100 Schedule B" shall be created.

MOTION:

HOWIE/CHRISTENSEN MOVE to approve the first reading of Bill #5, on the recommendation of Bylaw Committee, based on the following first principles.

7/0/0

CARRIED

2017-08/3d Bill #6 - The Social and Environmental Responsibility Committee Restructuring - *First Reading*

CHRISTENSEN/PALINDAT MOVE to approve the first reading of Bill #6, on the recommendation of Bylaw Committee, based on the following first principles.

1. The Social and Environmental Responsibility Committee (SERC) historically was a committee of the Students' Union executive.
2. Formally, the committee no longer functions part of the Students' Union executive and continues to exist as a unregulated committee of the Students' Union proper.
3. Bylaw 1100 shall be amended to remove The Social and Environmental Responsibility Committee as a formal part of the Students' Union executive.

PACHES:

This Committee will still exists, just now managed by Sustain SU.

7/0/0

CARRIED

2017-08/3e Editorial #11 - Bylaw 3000

PACHES/THIBAudeau MOVE to approve the editorial changes to Bylaw 3000 as listed on Google Drive.

PACHES:

Add the word "*is*" to Section 1(1).

Section 3(6) consolidates all government levels, and removes "*municipal, provincial and federal*".

PIASECKI:

Remove all the commas from the numerical values, throughout the document to keep standards consistent with Canadian English.

PACHES:

Throughout the document I have replaced written values, with their numerical equivalent.

In Section 6(2) the additional "operating budget" was removed.

Section 7(4) was edited to remove the word "*fees*" after "*Class A*". Section 7(9) had "*Faculty*" replaced with "*Campus*".

7/0/0
CARRIED

2017-08/3f Editorial #12 - Bylaw 4000

PACHES /BROPHY MOVE to approve the editorial changes to Bylaw 4000 as listed on Google Drive.

PACHES:

Section 1 included a general correction of grammar throughout.

Section 2(1)(a) - Reworded to add "*addressing the overall*". In 2(1)(b), "*of the current Executive Committee*" was replaced by "*their*".

Throughout the Document, got rid of capitalization on "Mission Statement", "Values" and "Plan" because they are not defined.

Section 10 and 11 are the same thing. I am proposing to axe the latter, add to Title of 10.

7/0/0
CARRIED

2017-08/3g Editorial #13 - Bylaw 8200

PACHES/JONES MOVES to approve the editorial changes to Bylaw 8200 as listed on Google Drive.

PACHES:

Added CPA on the list of designations Section 2(1)(i), as it is a new one.

In Section 5 (9) and (10), I changed the word "*dispersed*" to "*disbursed*".

7/0/0
CARRIED

2017-08/4 INFORMATION ITEMS

2017-08/4c Proposed winter semester meeting schedule:

- Tuesday, January 2, 2018 @ 6:00PM
- Tuesday, January 16, 2018 @ 6:00PM
- *Thursday*, February 8, 2018 @ 6:00PM
- Tuesday, March 6, 2017 @ 6:00PM
- Tuesday, March 20, 2018 @ 6:00PM

Following discussion the tentative schedule was changed to:

- Tuesday, January 16, 2018 @ 6:00PM
- Tuesday, February 13, 2018 @ 6:00PM (in discussion with CAC).
- Tuesday, March 6, 2017 @ 6:00PM
- Tuesday, March 20, 2018 @ 6:00PM

2017-08/5 ADJOURNMENT

2017-08/5a Next meeting: Tuesday, November 28, 2017 @ 6:00PM in SUB 6-06.

2017-08/5b PIASECKI/JONES MOVE to adjourn the meeting at 8:30PM.

6/0/0
CARRIED

Meeting adjourned at 20:30 (8:30PM).

SUMMARY OF MOTIONS:

MOTION	RESULT
PIASECKI/JONES MOVE to approve the agenda.	6/0/0 CARRIED
BROPHY/PIASECKI MOVE to approve the minutes.	5/0/1 CARRIED
THIBAudeau/HOWIE MOVE to approve the editorial changes to Bylaw 2200 as listed on Google Drive.	7/0/0 CARRIED
THIBAudeau/HOWIE MOVE to approve the editorial changes to Bylaw 2300 as listed on Google Drive.	7/0/0 CARRIED
HOWIE/CHRISTENSEN MOVE to approve the first reading of Bill #5, on the recommendation of Bylaw Committee, based on the following first principles.	7/0/0 CARRIED
CHRISTENSEN/PALINDAT MOVE to approve the first reading of Bill #6, on the recommendation of Bylaw Committee, based on the following first principles.	7/0/0 CARRIED
PACHES/THIBAudeau MOVE to approve the editorial changes to Bylaw 3000 as listed on Google Drive.	7/0/0 CARRIED
PACHES /BROPHY MOVE to approve the editorial changes to Bylaw 4000 as listed on Google Drive.	7/0/0 CARRIED

PACHES/JONES MOVES to approve the editorial changes to Bylaw 8200 as listed on Google Drive.	7/0/0 CARRIED
PIASECKI/JONES MOVE to adjourn the meeting at 8:30PM.	6/0/0 CARRIED

Aboriginal Relations and Reconciliation *Ad hoc* Committee Mandate

- a. Shall make recommendations to Students' Council on the implementation of the Truth and Reconciliation Commission's Calls to Action;
- b. Shall ensure adequate consultation, as defined by this committee, is completed by Students' Council in regards to Aboriginal students at the University of Alberta;
- c. Shall assist, after consultation, Students' Council in identifying Aboriginal priorities;
- d. Shall develop strategies on the respectful implementation of Indigenous knowledges and teachings;
- e. Shall foster collaboration between the Students' Council and Aboriginal communities;
- f. Shall work with Students' Council Standing Committees in implementing the Truth and Reconciliation Commission's *Calls to Action* and representing and consulting Aboriginal students.
- g. Shall work with the Executive Committee of the Students' Union in implementing the Truth and Reconciliation Commission's Calls to Action, the Truth and Reconciliation Commission Political Policy and representing and consulting Aboriginal students.
- h. Shall facilitate cultural sensitivity training for Students' Council, if necessary.
- i. Shall compile a report on the representation and consultation of Aboriginal students as well as relevant advocacy work done by Students' Council, including the Executive Committee.
- j. Shall establish the framework for a Standing Committee that, in addition to the above mandate, will make recommendations on the following, by September 1, 2017:
 - i. Committee Membership: voting and non-voting;
 - ii. Addition of an Elder(s) and Oskapew to this Committee;
 - iii. Compilation of all relevant work done by Students' Council directly affecting Aboriginal students over the past 10 years;

iv. Requirement for Committee members to be trained in Aboriginal cultural sensitivity and inclusivity.

k. Shall expire when the above Standing Committee is established by Students' Council.

2. Membership of this committee will be nine (9).

a. Five (5) members of Students' Council;

b. Two (2) members of the Executive Committee, as appointed by the Executive Committee;

c. Two (2) executive members of the Aboriginal Student Council as voting members.



Dedicated Fee Unit Proposal

Contact Information

- University of Alberta First Aid Responders: firstaid@ualberta.ca
- Project Lead, Victor Mocanu: mocanu@ualberta.ca | 780-224-0260

About University of Alberta First Aid Responders

The University of Alberta First Aid Responders (UAFAR) is a not-for-profit, student-run group registered with Student Group Services (SGS) and endeavours to promote the health and safety of University of Alberta students, staff and visitors. We currently offer free-of-charge, fully-equipped first aid coverage services for a variety of campus events such as Bears and Pandas sporting events. We also coordinate first aid training through referral to University of Alberta student instructors. Lastly, we offer UAFAR members ongoing opportunities for first aid and interpersonal skills development with biweekly Skill Development Sessions (SDS).

Most importantly for UAFAR, our vision is to transition into the University of Alberta's reliable on-call first aid service before September 2019. As such, we will address an important and constant need for first aid services on campus. Not only do our interests align with those of the University, supporting our current drive to collaborate with University of Alberta Protective Services (UAPS) and University of Alberta Risk Management Services, but our priorities also align with those of the Students' Union. In that regard, it is in the best interests for the Students' Union to consider financial support for UAFAR through a dedicated fee unit (DFU) which would ultimately provide the financial means for improving campus health and safety for University of Alberta students.

UAFAR Dedicated Fee Unit Description

To support our current services and transition to on-call service, UAFAR is greatly interested in securing a DFU. Specifically, DFU funding will afford:

- The purchase and maintenance of first aid materials: fully-equipped kits with automatic external defibrillators, naloxone/narcan kits for opioid overdoses
- The upkeep of all necessary insurance (Comprehensive General Liability, specialized insurance for first aid services)
- The subsidization of Standard First Aid training for University of Alberta students, staff, and alumni wanting to serve with UAFAR event and on-call services

We propose the following:

- \$0.49 per student per Fall and Winter semester only (i.e. no fees for Spring and Summer terms) with option to opt out
- Applicable to all students (i.e. full-time and part-time) at University of Alberta North Campus only who will have direct access to our first aid services