

**May 26, 2015
6.00pm
SUB 0-48**

AGENDA (CAC 2015-02)

- | | |
|-------------------|--|
| 2015-02/1 | <u>INTRODUCTION</u> |
| 2015-02/1a | Call to Order |
| 2015-02/1b | Approval of Agenda |
| 2015-02/1c | Approval of Minutes |
| 2015-02/1d | Chair's Business |
| 2015-02/2 | <u>OLD BUSINESS</u> |
| 2015-02/3 | <u>NEW BUSINESS</u> |
| 2015-02/3a | Terms of Reference - Committee of Chairs |
| 2015-02/3b | Council Photos |
| 2015-02/3c | Council Discount Cards |
| 2015-02/3d | Council Sweaters |
| 2015-02/4 | <u>DISCUSSION</u> |

2015-02/5

CONFIRMATION OF NEXT MEETING DATE

Tuesday June 9, 2015 @ 6.00pm in SUB 0-48

2015-02/6

ADJOURNMENT

12 May, 2015
6:00 pm
SUB 0-48

ATTENDANCE

NAME	PROXY	PRESENT
Bo Zhang		Y
Jared Burton		Y
Victoria Dejong		Y
Donald Ademaj		Y
Justis Allard		Y
Kevin Wang		Y
Vivian Kwan		Y
Cody Bondarchuk		Y

MINUTES (CAC 2015-01)

2015-01/1 INTRODUCTION

2015-01/1a **Call to Order**

Meeting called to order at 18:01.

2015-01/1b **Approval of Agenda**

ZHANG amended the agenda to move item 3a to 3f.

BURTON/DEJONG move to approve the agenda as amended.

9/0/0
CARRIED

2015-01/1c **Approval of Minutes**

No minutes to approval as this is the first meeting.

2015-01/1d **Chair's Business**

ZHANG updated the committee about GovCamp. It is no possible to hold at SUB, so it will stay at Lister. Councilors are able to exchange with each other their rooms.

CAC also receive invitation from Discover Governance to a presentation about advocacy. Committee members can send their suggestions regarding logistics to ZHANG. He will forward them to DG.

2015-01/2 **QUESTION/DISCUSSION PERIOD**

2015-01/2a WANG asked about the cost of holding the camp at Lister and the cost of last year. ZHANG answered that the cost will be similar.

2015-01/3 **COMMITTEE BUSINESS**

2015-01/3a Council Engagement

ZHANG explained that this is under the purview of Students' Union Governance Structure Review Task Force. CAC had looked at this issue in the past under the Students' Council Engagement Task Force (SCETF). It is about the engagement between the Students'

Union and Council, and between Council and other governance bodies of the SU. The task force looks to improve the engagement.

2015-01/3b

Council Exposure to Constituents

ZHANG explained this is another item under the investigation of SCETF. There is certain lack of communication between councilors and their constituents. KWAN will talk about this issue later as this is under her portfolio.

2015-01/3c

Administrative and Resource Support

This is under the Governance Structure Review Task Force. There is a lack of support to councilors to pursue their initiative, look into some research, and general material support. CAC would like to work on this issue.

2015-01/3d

Progress of Council Legislative Agenda

CAC has never deal with this item before but it is one of CAC's mandates to oversee the progress of legislative agenda. ZHANG thinks that CAC should do this this year as he saw that many works were rushed through in committees and needed the collaboration amongst committees. He would also like to create gathering for councilors once per semester to talk about their planning.

2015-01/3e

Attendance Policy

ZHANG wants to make sure councilors attend the Council. It is also simple to do as it only needs to change CAC's standing orders.

2015-01/3f

CAC Priorities for the Year

2015-01/3g

ZHANG/ALLARD moves to strike the Governance Structure Review Task Force based on the attached terms of reference and final report with changes added.

8/0/0

CARRIED

2015-01/4

DISCUSSION

2015-01/4a

ZHANG asked the committee's priorities and what they would like CAC to do this year.

WANG asked how the attendance policy will be structured. ZHANG explained people's concern for this policy. People concern how it will be implemented disciplinarily. ALLARD added that there is no higher authority for the council to remove councilors. There is a discourse that councilors representing their constituents, so the Council does not have authority to control councilors' behavior. ZHANG however does not agree. ZHANG thinks it is hard to implement it disciplinarily, so he would like to see it as a convention.

ADEMAJ shared his priorities. He thinks councilors' exposure to their constituents is important as students do not know their councilor or even what can Council do for them. He suggested events such as meet and greet would help. He also likes the ideas for a gathering of different chairs and a committee for each faculty.

ALLARD brought up the issue that there is no vegetarian option in Council and suggested using washable dishes for the meetings. BONDARCHUK currently handled the menu for Council and asked if CAC wanted to take over. The committee agreed.

DEJONG thinks the committee can look at the progress of Council after the semester starts.

ZHANG encouraged committee members to bring up agenda items to the meeting.

KWAN led the discussion of council involvement.

KWAN shared how council involvement was done last year. There was a councilor table in last year's Week of Welcome, but no councilor showed up. So some suggested this year the councilors can have some access pass to all the events to socialize with students. She asked the committee about their opinions on access pass.

ZHANG further explained that having the access pass means that councilors are representing the Council, they have the obligation to engage students. KWAN also added that councilors will have their own T-shirt which has their name on it.

KWAN asked the committee what access and privilege they want the pass has. ZHANG only wanted the pass to give councilors access to the events and no other privilege.

ZHANG suggested setting a schedule for councilors to sign up to show up at some of the events. He thinks it is best to have a limited number of passes which councilors can sign up for, but in order to sign up councilors have to engage with students in the events, show up for future campaigns and do classroom talks.

ADEMAJ and WANG pointed out the problem that the limited number of pass means that a limited number of councilors can show up for the events. BONDARCHUK concerned that the more passes out in the field the greater the risk for people to abuse them.

ALLARD raised the problem that it might miss the point by focusing too much on the incentive for councilors to engage with students.

WANG suggested associating the privilege to the T-shirt instead of the access pass as wearing the T-shirt means that councilors are representing the Council. And students will know the one who wears the T-shirt is a councilor. KWAN and ZHANG agreed.

ZHANG then proposed that all the councilors can sign up for the T-shirt and have the access to the events, but councilors have to do certain things for the Council.

WANG shared his experience as a first year students of the incentive to go to WOW. He suggested having a passport for students to collect stamps to receive prize to give them incentive to talk to a councilor.

ALLARD brought up the idea of creating a monthly PowerPoint for councilors to present in class talk. WANG suggested filming a video instead of presentation as professors are more receptive to this as it will not waste a lot of their teaching time. ZHANG thinks that the meet and greet event is a good idea.

BONDARCHUK mentioned the coffee day budget of the councilors

for the committee to think about. Councilors can invite their constituents of their faculty for a coffee. ALLARD also mentioned that every councilor has a small budget. If it is not used it transfer to CAC. ZHANG would like to establish something for CAC to use the budget as he thinks it is not a good practice to leave it untouched. BONDARCHUK will look into where the money comes from.

ZHANG wanted the committee to think about spearheading class talk.

WANG asked about who manages the social media of Students' Union. BONDARCHUK answered that the communication department is drafting the new communication strategy, so it is in the process of changing.

ZHANG and KWAN brought up the discussion of council photo. The committee discussed where do they put up the photos: on the walls or in SUTV. The committee agreed to take council photos. And DEJONG is responsible for arrangement.

BURTON thinks that why people do not know about the Council is that Council itself has no branding on its own identity. He would like the committee to discuss the branding in the following two meetings. ZHANG explained that it had been talked about in the past and SU had gone through the rebranding last year. He is not sure about how to create an own identity but it is worth discussing.

The committee continued to discuss Governance Structure Review Task Force. ZHANG explained that the term of reference stayed the same as recommended from last year.

ALLARD proposed some amendment: the report of findings should be before April 30th, 2016 and the findings should include the annual report of last year's task force, the recommendation should also issue to the 2016/2017 Council.

DEJONG also amended that the review was done 13 years ago instead of 12 years ago.

ZHANG will do editorial changes to the terms of reference.

ZHANG stated that this year the task force should focus on the recommendation and changes they wanted to make.

ZHANG asked about the committee opinion on the situation of

Nomination Committee. ALLARD thinks it is better for the committee continues to function during summer.

ALLARD asked how will the task force work this year. ZHANG stated that he will let the task force to decide as last year everything is working out of convention.

ZHANG amended the motion to: ZHANG moves to strike the Governance Structure Review Task Force based on the attached terms of reference and final report with changes added.

ZHANG notified the committee that the administrative assist will take over the responsibility of putting together the agenda from the committee chairs.

WANG expressed that he was confused in making the agenda. ZHANG encouraged the chairs to communicate with DG to work out the agenda. As for CAC, ZHANG stated that the agenda will be open to all the committee members and they can submit items to the agenda. As the chair, ZHANG will organize and edit the agenda.

ZHANG announced that each chair will have their own mailbox as DG will print out the agendas and put them in the mailbox for the chairs to pick up for the meeting.

ZHANG thinks it is a good idea for some of committee to meet and discuss with CAC informally. But he concerns that there will be too many people in CAC. ALLARD thinks that CAC should not dedicate its authority on other committee's business and worry about other things. BONDARCHUK agreed as long as CAC strictly remains in an advisory position not a decision making one. ZHANG explained that some of the issue the committees handling is interloping, so he wanted to see every committee is on the same step by bring all the committee together.

ZHANG/BURTON moves to make edits to the standing orders to reflect the agenda.

6/0/0

CARRIED

2015-01/5 **ADJOURNMENT**

2015-01/5a **Next Meeting:** Tuesday May 26, 2015 @ 6:00pm in SUB 0-48

2015-01/5b Meeting adjourned at 19:32.

SUMMARY OF MOTIONS

MOTION	VOTES
BURTON/DEJONG move to approve the agenda as amended.	9/0/0 - CARRIED
ZHANG/ALLARD moves to strike the Governance Structure Review Task Force based on the attached terms of reference and final report with changes added.	8/0/0 - CARRIED
ZHANG/BURTON moves to make edits to the standing orders to reflect the agenda.	6/0/0 - CARRIED