



University of Alberta Students' Union
**COUNCIL ADMINISTRATION
COMMITTEE**

**Tuesday, October 20, 2015
5.00pm
SUB 6-06**

AGENDA (CAC 2015-10)

- | | |
|-------------------|---|
| 2015-10/1 | <u>INTRODUCTION</u> |
| 2015-10/1a | Call to Order |
| 2015-10/1b | Approval of Agenda |
| 2015-10/1c | Approval of Minutes |
| 2015-10/1d | Chair's Business |
| 2015-10/2 | <u>OLD BUSINESS</u> |
| 2015-10/2a | Student Engagement. |
| 2015-10/3 | <u>NEW BUSINESS</u> |
| 2015-10/4 | <u>DISCUSSION</u> |
| 2015-10/4a | Standing Orders. |
| 2015-10/5 | <u>CONFIRMATION OF NEXT MEETING DATE</u> |
| 2015-10/5a | Next Meeting: Tuesday, November 10, 2015 @ 5.00pm in SUB 6-06. |
| 2015-10/6 | <u>ADJOURNMENT</u> |



University of Alberta Students' Union
**COUNCIL ADMINISTRATION
COMMITTEE**

**Tuesday October 6, 2015
5:00 pm
ECHA 1-131**

ATTENDANCE

NAME	PROXY	PRESENT
Donald Ademaj (Chair)		Y
Victoria Dejong		N
Jared Burton		Y
Kevin Wang		Y
Levi Flaman		Y
Vivian Kwan		N
Cody Bondarchuk		N
Thomas Patrick		Y
Brett Stephen		Y

MINUTES (CAC 2015-09)

2015-09/1 INTRODUCTION

2015-09/1a **Call to Order**

Meeting called to order at 17:06.

2015-09/1b **Approval of Agenda**

BURTON/WANG K. move to approve the agenda.

6/0/0
CARRIED

2015-09/1c

Approval of Minutes

FLAMAN/PATRICK move to approve the minutes.

4/0/2
CARRIED

2015-09/1d

Chair's Business

2015-09/2

OLD BUSINESS

2015-09/3

NEW BUSINESS

2015-09/3a

Council Jackets

ADEMAJ talked with most of the councilors and they agreed to stay with the choice of the hoodie.

FLAMAN voiced his concern that the new option looks similar to the ambassador's jacket. And he also prefers the colour of green and gold. ADEMAJ disagreed as there are already a lot of green and gold coloured apparel on campus. PATRICK prefers brighter colour as black is not good for branding. FLAMAN however pointed out that a black clothing will make the SU logo more eye-catching.

PATRICK suggested the Hybrid Fleece Softshell as Council apparel which will cost &1948 if each councilor pays \$20. WANG K. and BURTON do not like the design.

The committee agreed that the apparel should be semi-professional, but it is hard to define. PATRICK proposed to look at the opening of the renovation as a point of reference and suggested that a fleece is suitable for such occasion. FLAMAN however prefers something that councilors can wear to represent SU when talking with students without being too formal.

BURTON commented that the SU logo and the term year is enough for embroidery on the apparel. And ADEMAJ suggested to use the leftover fund for student engagement. FLAMAN suggested options of extra embroidery for councilors who want to pay more to have their name and faculty embroidered.

PATRICK/STEPHEN move that the Council Administration Committee changes the Council apparel from Metro Hoodie to Hybrid Fleece Softshell with green colour.

BURTON pointed out that the majority of the Council had already selected the hoodie and thinks that it is not right to change this decision. PATRICK pointed out that the Council selected the hoodie out of frustration and the fleece was selected based on reasonable metric.

1/5/0
DEFEATED

The committee decided to stick with the hoodie as Council apparel.

FLAMAN/BURTON move to make the Metro Hoodie as the official choice of Council apparel.

6/0/0
CARRIED

2015-09/3b

ADEMAJ/FLAMAN move to approve \$75 from the Town Hall fund for Engineering Town Hall.

WANG K. concerned that the negotiation of the cost was not brought to the committee for discussion and suggested the cost should be discussed prior to the town halls. ADEMAJ agreed and he will discuss this with the committee next time. FLAMAN agreed with WANG K. and he also worried that there is not enough fund for the rest of the FAs. ADEMAJ estimated that it should be enough as Arts and Business do not need much financial input from the SU for their general meetings.

5/0/0
CARRIED

2015-09/3c

ADEMAJ/BURTON move to approve \$50 from the Town Hall fund for Science Town Hall.

ADEMAJ explained that the reason why he spent less than the Engineering Town Hall as the SU was given only 8-10 minutes in the meeting, and the Town Hall also cost less than the Engineering so SU's share was smaller.

5/0/0
CARRIED

2015-09/3d

BURTON/STEPHEN move to amend the new Standing Orders.

BURTON proposed the following amendments:

Change "his/her" in section 5.1 on page 2 to "their"

Change "his/her" in section 9.1 on page 3 to "their"

5/0/0
CARRIED

ADEMAJ/BURTON move to adopt the new Standing Orders as amended.

5/0/0
CARRIED

2015-09/4

DISCUSSION

2015-09/4a

Councilor Engagement

WANG K. brought up the issue that a lot of students do not know what do SU and Students' Council do. And the SU website offer little information on the Council and even on the SU. Therefore he suggested councilors to take a proactive approach to engage their constituents. But councilors need to be prepared for this initiative so he suggested creating some pamphlet for councilor to approach students in their spare time. He estimated the only cost is on the printing.

ADEMAJ liked his idea of pamphlet and one-on-one conversation with the constituents. FLAMAN also liked this idea and he suggested having office hour for councilors in the councilors' room so that students can approach them to have face-to-face conversation. ADEMAJ also suggested to have an official Twitter for the Council and post regularly.

WANG K. pointed out that only interested students will find these channels and talk with councilors, but his purpose is to reach out to students who are not aware of the SU and the Council. BURTON commented that it is a big issue since the Council does not have its own identity as the Council does not even have its own Facebook page. He suggested doing tabling on campus buildings.

WANG K. will ask BONDARCHUK about reserving a table in university buildings. ADEMAJ will talk with Social Media management to have the pamphlet approved.

2015-09/4b

October Council Social Gathering

The committee decided to have a "Council Bar Night" at Dewey's on Friday, October 30th.

2015-09/5

CONFIRMATION OF NEXT MEETING DATE

2015-09/5a

Next Meeting: Tuesday October 20, 2015 @ 5:00pm in SUB 6-06

2015-09/6

ADJOURNMENT

2015-09/6a

BURTON/WANG K. move to adjourn.

5/0/0
CARRIED

Meeting adjourned at 18:17.

SUMMARY OF MOTIONS

MOTION	VOTES
BURTON/WANG K. move to approve the agenda.	6/0/0 - CARRIED
FLAMAN/PATRICK move to approve the minutes.	4/0/2 - CARRIED
PATRICK/STEPHEN move that the Council Administration Committee changes the Council apparel from Metro Hoodie to Hybrid Fleece Softshell with green colour.	1/5/0 - DEFEATED
FLAMAN/BURTON move to make the Metro Hoodie as the official choice of Council apparel.	6/0/0 - CARRIED
ADEMAJ/FLAMAN move to approve \$75 from the Town Hall fund for Engineering Town Hall.	5/0/0 - CARRIED
ADEMAJ/BURTON move to approve \$50 from the Town Hall fund for Science Town Hall.	5/0/0 - CARRIED
BURTON/STEPHEN move to amend the new Standing Orders.	5/0/0 - CARRIED
ADEMAJ/BURTON move to adopt the new Standing Orders as amended.	5/0/0 - CARRIED
BURTON/WANG K. move to adjourn.	5/0/0 - CARRIED