



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

Tuesday, November 24, 2015

**5.00pm
SUB 6-06**

AGENDA (CAC 2015-11)

- | | |
|-------------------|--|
| 2015-11/1 | <u>INTRODUCTION</u> |
| 2015-11/1a | Call to Order |
| 2015-11/1b | Approval of Agenda |
| 2015-11/1c | Approval of Minutes |
| 2015-11/1d | Chair's Business |
| 2015-11/2 | <u>OLD BUSINESS</u> |
| 2015-11/3 | <u>NEW BUSINESS</u> |
| 2015-11/3a | Council Standing Orders |
| 2015-11/4 | <u>DISCUSSION</u> |
| 2015-11/4a | Council Gathering |
| 2015-11/4b | Business Town Hall |
| 2015-11/4c | Council Meetings |
| 2015-11/5 | <u>CONFIRMATION OF NEXT MEETING DATE</u> |
| 2015-11/5a | Next Meeting: Tuesday, December 8, 2015 @ 5.00pm in SUB 6-06. |
| 2015-11/6 | <u>ADJOURNMENT</u> |



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

Tuesday October 20, 2015

5:00 pm

SUB 6-06

ATTENDANCE

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

MINUTES (CAC 2015-10)

2015-10/1 INTRODUCTION

2015-10/1a **Call to Order**

Meeting called to order at 17:10.

2015-10/1b **Approval of Agenda**

WANG K./STEPHEN move to approve the agenda.

**5/0/0
CARRIED**

2015-10/1c

Approval of Minutes

STEPHEN/ADEMAJ move to approve the minutes.

4/0/1

CARRIED

2015-10/1d

Chair's Business

ADEMAJ reminded the committee and councilors that the bonding event of October is on October 23rd instead of 30th at Dewey's.

2015-10/2

OLD BUSINESS

2015-10/2a

Student Engagement

ADEMAJ reported that he talked with BONDARCHUK about pamphlet briefly and he thinks that it can be done closer to winter semester. In terms of social media, the Students' Council is allowed to have a separated Tweeter and Facebook account. ADEMAJ also talked with Gateway about having a little section of councilor's bio, similar to the one they have for execs.

FLAMAN will be responsible for the Tweeter account and DEJONG will be responsible for the Facebook account. ADEMAJ will finalize the detail of social media with BONDARCHUK.

2015-10/3

NEW BUSINESS

2015-10/4

DISCUSSION

2015-10/4a

Standing Orders

There are changes to the Standing Orders of the Students' Council recommended by SUMAR. SUMAR suggested that the committee makes the changes and move to Council for review. He does not wish to direct how the Council works but he hopes the Council can consider these changes.

FLAMAN asked about the length of oral questions in 14.3. SUMAR

answered that aim of the length limit is to prevent lengthy questions and to allow a minimum of 5 questions to be asked during question period.

SUMAR wants to have a more thorough definition of “guest” in section 24. ADEMAJ thinks that guests should be allowed to ask questions. DEJONG agreed as it also allows unrepresented students to speak.

ADEMAJ asked about the issue of proxy. SUMAR explained that 4 hours is the deadline set for addition items and it gives the speaker sufficient time to check the validity of the proxy. WANG K. wondered if the proxy rule applies to both Council and committees. ADEMAJ answered that it does not apply to committee. WANG K. also asked if the proxy in Council has to be in the same faculty. SUMAR affirmed the question but the rule does not apply to committee unless the proxy is long-term. The definition of long-term proxy is two consecutive meetings minimum. ADEMAJ wondered if there are rules for committee proxy. SUMAR suggested him to look at Bylaw 100 if it is stated there.

FLAMAN suggested changes to section 3.3. He suggested that during Spring and Summer terms the deadline be set at 8am Friday so that if no item is sent to Students’ Council the meeting is automatically cancelled. DEJONG and ADEMAJ agreed.

FLAMAN discussed the nomination of Council scholarship in appendix 3. He finds that the term “excellent attendance” is vague. He suggested councilor required to have 100% attendance. ADEMAJ however thinks that 100% attendance does not mean councilors are involved. DEJONG suggested 90% as some good councilors might absent from some meetings. WANG K. suggested to leave it be as it is better to be subjective. SUMAR suggested to wait and see the result of Fall nomination as the forms are readily available. FLAMAN suggested increasing the amount of money of the scholarships to reward those who attend and contribute to Council.

FLAMAN suggested to make changes to appendix 1. He suggested that the shortlisting of candidates should be limited to 3 so that it runs smoothly. SUMAR thinks that the committee can decide and keep it at a reasonable number.

SUMAR suggested having the nomination of committee member before the first Council meeting to have it runs smoothly. But it is not included in the standing orders.

DEJONG discovered that the s/he or his/her are not changed in 24.1, 24.2 and appendix 3 section 2.

FLAMAN suggested renumbering the sections and put it on Google Doc so that everyone can collaborate. The committee discussed the timeframe of the changes to the Standing Orders. ADEMAJ decided making the changes in the next meeting and submit them to Council as information item. DEJONG suggested inviting councilors to come to the next meeting.

2015-10/5 CONFIRMATION OF NEXT MEETING DATE

2015-10/5a Next Meeting: Tuesday November 24, 2015 @ 5:00pm in SUB 6-06

2015-10/6 ADJOURNMENT

2015-10/6a WANG K./DEJONG move to adjourn.

**5/0/0
CARRIED**

Meeting adjourned at 18:03.

SUMMARY OF MOTIONS

MOTION	VOTES
WANG K./STEPHEN move to approve the agenda.	5/0/0 - CARRIED
STEPHEN/ADEMAJ move to approve the minutes.	4/0/1 - CARRIED
WANG K./DEJONG move to adjourn.	5/0/0 - CARRIED