



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

Friday, April 29, 2016

5:00 pm

SUB 6-06

ATTENDANCE

NAME	PROXY	PRESENT
Saadiq Sumar (Chair)		Y
Ben Angus		Y
Alex Kwan		Y
Jason Wang	Nik Viktorov	Y
Reed Larson		Y
Frederique Ndatirwa		Y

MINUTES (CAC 2016-00)

2016-00/1 INTRODUCTION

2016-00/1a **Call to Order**

Meeting called to order at 17:03.

2016-00/1b **Approval of Agenda**

ANGUS/KWAN move to approve the agenda.

5/0/0
CARRIED

2016-00/1c **Approval of Minutes**

2016-00/1d **Chair's Business**

2016-00/2 **OLD BUSINESS**

2016-00/3 **NEW BUSINESS**

2016-00/3a Selection of a Chair

ANGUS, KWAN and WANG (represented by VIKTOROV) were the candidates of the chair, and each was given 1 minute to present and introduce themselves.

After their presentation, the committee voted on the candidates. ANGUS was elected as the chair.

2016-00/3b Adoption of Standing Orders

The committee went through the standing orders to see if there were points need to be clarified or amended.

LARSON questioned about 2.3e. He asked about the reason of the need to have every permanent member to consent the meeting taking place as it might pose a problem that one member is able to postpone the meeting indefinitely. SUMAR explained that the committee is small and it is hard to achieve quorum if one or two committee members could not attend the meeting. And the purpose of the clause is to hold a meeting for urgent issue.

VIKTOROV commented that clause 16.6 regarding councilors' fund should be stressed to make sure councilors know about the existence of the fund.

VIKTOROV amended to delete the apostrophe between Students' Council in 16.5b.

ANGUS amended 2.3d to 2.3a and 2.3e to 2.3b.

The committee amended the title from Standing Orders 2015-2016 to Standing Orders 2016-2017, and Last Approved to April 29, 2016.

ANGUS/VIKTOROV move to approve the Standing Orders as amended.

5/0/0
CARRIED

2016-00/3c Confirmation of Spring/Summer Meeting Schedule

The committee discussed a possible meeting time. Since some of the committee members need to work, they decided to have meetings biweekly on off-council Tuesday at 7pm.

2016-00/4 DISCUSSION

2016-00/5 CONFIRMATION OF NEXT MEETING DATE

2016-00/5a **Next Meeting:** Tuesday, May 10, 2016 @ 5:00pm in SUB 6-06

2016-00/6 ADJOURNMENT

2016-00/6a LARSON/ANGUS move to adjourn.

5/0/0
CARRIED

Meeting adjourned at 17:26.

SUMMARY OF MOTIONS

MOTION	VOTES
ANGUS/KWAN move to approve the agenda.	5/0/0 - CARRIED

ANGUS/VIKTOROV move to approve the Standing Orders as amended.	5/0/0 - CARRIED
LARSON/ANGUS move to adjourn.	5/0/0 - CARRIED