



University of Alberta Students' Union

**COUNCIL
ADMINISTRATION
COMMITTEE**

Tuesday, July 5th, 2016

7:00 pm

SUB 0-55

ATTENDANCE

NAME	PROXY	PRESENT
Ben Angus (Chair)		Y
Alex Kwan		Y
Jason Wang	Nik Viktorov	Y
Reed Larson	Brandon Christensen	Y
Frederique Ndatirwa		Y
Umer Farooq		Y
Brandon Prochnau		Y

MINUTES (CAC 2016-04)

2016-04/1 INTRODUCTION

2016-04/1a Call to Order

Meeting called to order at 19:01.

2016-04/1b Approval of Agenda

CHRISTENSEN/KWAN move to approve the agenda.

6/0/0
CARRIED

2016-04/1c Approval of Minutes

NDATIRWA/KWAN move to approve the minutes.

6/0/0
CARRIED

2016-04/1d Chair's Business

ANGUS asked the committee to think about what the Council could do for GovWeek.

2016-04/2 OLD BUSINESS

2016-04/3 NEW BUSINESS

2016-04/4 DISCUSSION

2016-04/4a Bylaw 600 (Bilingualism) – Implementation and Discussion

CHRISTENSEN introduced the issue of Bylaw 600 that the operating policy and political policy of the SU need to be translated into French. He asked the committee for help as it is mandated by the bylaw. He reported that nothing has been translated and sought the committee for any suggestions.

CHRISTENSEN suggested that a task force should be set up for this venture. FAROOQ suggested the task force should be around 5-7 people and that the majority should be Campus Saint-Jean students.

ANGUS suggested that the task force should provide incentive, for example gift card or something monetary, for students to participate as it involves a lot of translation.

NDATIRWA pointed out that the translation should reflect the original spirit of the policies.

CHRISTENSEN/VIKTOROV move to appoint CHRISTENSEN and ANGUS to investigate Bylaw 600.

7/0/0
CARRIED

2016-04/4b

Council Mentorship Program

ANGUS sought the committee input of setting up a guideline for the mentorship program as currently there is no objective or goal.

VIKTOROV asked if the program strictly operate on a one-on-one basis. ANGUS clarified that the committee can decide on it but ideally it should be one-on-one.

ANGUS asked the committee how to measure the engagement of the program. KWAN suggested measurement based on the time spend with the mentee. NDATIRWA suggested doing a follow-up survey at the end of the program. FAROOQ suggested measurement based on whether the mentee running for Council.

KWAN suggested holding a speed-dating event with free drink to pair up councilors and mentees.

CHRISTENSEN suggested giving gift card to councilors so that they can build relationship with their mentee. He also suggested naming long-term proxy to Councilor Designate so that it sounds official and makes people to be more engaged.

ANGUS asked whether councilors have to participate mandatory. NDATIRWA pointed out that councilors should be able to opt out if they are not interested as it will produce positive result if they are forced to participate. KWAN pointed out that if a mentee asked for a specific councilor, the councilor should abide as councilors should be responsible for their constituents.

ANGUS suggested changing the program name to Council Connection.

CHRISTENSEN also suggested that the mentee should be able to participate in Council's social events.

2016-04/4c July event

ANGUS suggested going to Taste of Edmonton after next council meeting. He suggested making the next council agenda light to encourage more councilors to participate.

2016-04/4d Council apparel

ANGUS reported on the status of the apparel. He suggested adding an accessory besides the jacket/hoodie depending if there is fund left from the clothing.

2016-04/5 **ADJOURNMENT**

2016-04/5a **Next Meeting:** Tuesday, July 19th, 2016

2016-04/5b Meeting adjourned at 19:40.

SUMMARY OF MOTIONS

MOTION	VOTES
CHRISTENSEN/KWAN move to approve the agenda.	6/0/0 - CARRIED
NDATIRWA/KWAN move to approve the minutes.	6/0/0 - CARRIED
CHRISTENSEN/VIKTOROV move to appoint	7/0/0 - CARRIED

CHRISTENSEN and ANGUS to investigate Bylaw 600.	
--	--