



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

**Tuesday, August 16, 2016
7:00PM
SUB 6-06**

AGENDA (CAC 2016-07)

- | | |
|-------------------|--|
| 2016-07/1 | <u>INTRODUCTION</u> |
| 2016-07/1a | Call to Order |
| 2016-07/1b | Approval of Agenda |
| 2016-07/1c | Approval of Minutes |
| 2016-07/1d | Chair's Business |
| 2016-07/2 | <u>OLD BUSINESS</u> |
| 2016-07/3 | <u>NEW BUSINESS</u> |
| 2016-07/4 | <u>DISCUSSION</u> |
| 2016-07/4a | Voting Method |
| 2016-07/4b | CRO roles and challenges of the office |
| 2016-07/4c | Election enrolment errors 2014/2015 through 2016/2017 - How to proceed?

Please see CAC 16-07.01 |
| 2016-07/4d | Fall Goals |
| 2016-07/5 | <u>ADJOURNMENT</u> |
| 2016-07/5a | Next Meeting: August 29, 2016 |

CAC 16-07.01

Students' Council Seat Distribution for 2016/2017

Enrollment numbers current as of August 2016 (numbers from Fall 2015/2016)

Faculty Code	Faculty Name	Enrollment	Enrollment/Threshold	Seats by Minimum	Seats by Threshold	Remainder	Greatest Remainder	Proper Seats	Actual Seats 2016/2017	Change
AH	Agricultural, Life & Environmental Scie	1528	1.65	0	1	0.65		1	1	0
AR	Arts	5,712	6.18	0	6	0.18		6	6	0
AU	Augustana	1,016	1.10	0	1	0.10		1	1	0
BC	Business	2,018	2.18	0	2	0.18		2	2	0
ED	Education	2,758	2.98	0	2	0.98	1	3	3	0
EN	Engineering	4,338	4.69	0	4	0.69	1	5	4	+1
LA	Law	549	0.59	1	0			1	1	0
MH	Medicine & Dentistry	1,040	1.12	0	1	0.12		1	1	0
NS	Native Studies	151	0.16	1	0			1	1	0
NU	Nursing	1,486	1.61	0	1	0.61		1	1	0
OS	Open Studies	1054	1.14	0	1	0.14		1	1	0
PE	Physical Education & Recreation	938	1.01	0	1	0.01		1	1	0
PH	Pharmacy	527	0.57	1	0			1	1	0
SA	Faculté St. Jean	547	0.59	1	0			1	1	0
SC	Science	5,936	6.42	0	6	0.42		6	7	-1
TOTAL Total Undergraduate Students		29598		4	26		2	32	32	

Students' Council Seats Available: 32 seats
 Threshold: 924.94 students/seat
 Minimum seats for each faculty: 1 seat

Seats distributed by Minimum: 4 seats
 Seats distributed by Threshold: 26 seats
 Seats distributed by Greatest Remainder: 2 seats

5% of undergraduate students: 1480 students
 15% of undergraduate students: 4440 students



University of Alberta Students' Union

**COUNCIL
ADMINISTRATION
COMMITTEE**

Thursday, August 2, 2016

7:00 PM

SUB 6-06

ATTENDANCE

NAME	PROXY	PRESENT
Ben Angus (Chair)		Y
Reed Larsen		Y
Alex Kwan		Y
Jason Wang		Y
Frederique Ndatirwa		Y
Brandon Prochnau		Y
Brandon Christensen		N
Fahim Rahman		N
Nick Dejong		Y

MINUTES (CAC 2016-06)

2016-06/1 INTRODUCTION

2016-06/1a Call to Order

Meeting called to order at 19:02 (7:02 PM) by ANGUS.

2016-06/1b Approval of Agenda

NDATIRWA/LARSEN MOVE to approve the agenda.
7/0/0 CARRIED

2016-06/1c Approval of Minutes

LARSEN/WANG MOVE to approve the minutes from July 19th
7/0/0 CARRIED

2016-06/1d **Chair's Business**

2016-06/2 **OLD BUSINESS**

ANGUS

Mentioned that Council Sweaters have not been picked, but are ordered; in the new magazine there is new women's sweaters, but it is limited in numbers; had everything going, and had the store tag in the catalogue;

2016-06/3 **NEW BUSINESS**

Said that meeting schedule from the Fall semester will be changed from 7 pm to 5 pm on Council Tuesdays

2016-06/4 **DISCUSSION**

2016-06/4a **Week of Welcome**

ANGUS

Mentioned about the Week of Welcome, and said that they are looking into ways in which council will be more involved in general; they can help in the East Campus party; and orientation hasn't been done much;

LARSEN

Said that every faculty has a FA; and presentations can be made on orientation day about FAs and events, and venues need to be selected

ANGUS

Said that orientation is on the 31st, and he will talk to Rebecca about what she thinks about the week of welcome; Asked about what the councillors can volunteer for?

LARSEN

Recommend taking a microphone and walking around, or setting up a table

ANGUS

Agreed and said that this way they can know that they are there

An Attendee

Expressed disliking with walking around

ANGUS

Asked if anything else is known about East Campus walk, and who would organize that; Said that auto-response comes to them and asked who would organize that email;

LARSEN

Said that it would be the I-House or themselves

ANGUS

Asked for ideas about the week of orientation, and students need to be welcomed to campus, and asked for the role of council staff;

LARSEN

Said that they will not be able reach everybody unless they have a huge budget

2016-06/4b

Voting Procedures

ANGUS

Raised the issue of voting procedures for council voting, and asked for thoughts about voting when students were absent; Said that he got an email from a councillor stating that it is awkward when it is public

An Attendee

Said that it should be public and there should be a seating plan or role call

ANGUS

Asked what they should about seating plan

LARSEN

Said that it is more work as it is a two-step process and entails verification of the vote against the seat all the time

An Attendee

Asked how motion is defined

LARSEN

Said that the Speaker doesn't have an opinion and the meeting is called the same order every time

Recommended randomizing it every time so that attendance is randomized

ANGUS

Said that Marina said that she had opinion on it but she has not sent emails

LARSEN

Recommended drafting standing orders to make it the new standard for voting

ANGUS

Asked for last-minute comments, and what has been so far, e.g. for compensation or other fees

LARSEN

Said that there is “executive stipend” or “executive allowance”, and that questions were raised, and he will email the information;

Explained that it was lower, and the more number of executives the higher the pay; there are different structures, some are stipend, some are honorarium and some are contracts; generally it is 30 to 40 thousand dollars;

Mentioned that information about council can be found online;

Explained that pay is mostly are hourly or monthly; and for attendance in all meetings, a councillor gets 30\$ per meeting chair gets 50\$ / meeting, and speaker gets 125\$/meeting; it is what the councillors decide and is tailored to each organization; Said that how organizations structured themselves in other universities will be useful information for structuring;

ANGUS

Asked if Larsen can do a presentation in the next CAC meeting or the council meeting

LARSEN

Agreed if he gets more information

2016-06/5

ADJOURNMENT

2016-06/5a

Next Meeting: Thursday, August 16, 2016 @ 6:00 PM in SUB 6-06

2016-06/5b

LARSEN/DeJONG MOVE to adjourn at 7.19 PM.
7/0/0 CARRIED

Meeting adjourned at 19:19 (7.19 PM).

SUMMARY OF MOTIONS

MOTION	VOTES
NDATIRWA/LARSEN MOVE to approve the agenda	7/0/0 CARRIED
LARSEN/WANG MOVE to approve the minutes from July 19 th	7/0/0 CARRIED
LARSEN/DeJONG MOVE to adjourn at 7.19 PM	7/0/0 CARRIED

