



University of Alberta Students' Union

**COUNCIL
ADMINISTRATION
COMMITTEE**

**Tuesday January 10, 2017
5:00 pm
Council Chambers, University Hall**

ATTENDANCE

NAME	PROXY	PRESENT
Reed Larsen (Chair)		Y
Kyle Monda		Y
Fahim Rahman		Y
Frederique Ndatirwa		Y
Umer Farooq		Y
Nathan Sunday		Y
Brandon Christensen		Y
Emil Yim		Y
Levi Flamen		Y

MINUTES (CAC 2016-15)

2016-15/1 INTRODUCTION

2016-15/1a Call to Order

Meeting called to order at 5:00 pm.

2016-15/1b **Approval of Agenda**

LARSEN/NDATIRWA moves to approve the agenda for January 10, 2017 as tabled.

Vote 8/0/0
CARRIED

2016-15/1c **Approval of Minutes**

LARSEN/NDATIRWA moves to approve the minutes for December 6, 2016 as amended.

VOTE 3/0/5
CARRIED

LARSEN/NDATIRWA moves to approve the minutes for January 3, 2017 as amended.

VOTE 4/0/4
CARRIED

2016-15/1d **Chair's Business**

2016-15/2 **OLD BUSINESS**

2016-15/2a **Standing Committee Reviews**

Larsen:

I have typed up the Standing Committee Reviews and I've submitted it for Late Adds. Everyone should definitely look it over and make sure parts of your reports are accurate. The big thing was the recommendations which was one to review for gendered language in standing orders; two, to ensure the acknowledgement of traditional

territories is included at the beginning of agendas; three, set outline the legislative agenda for winter trimesters for committees; four, turnover materials for the committees and chair. Chairs and committees can read through the reviews and ask of any questions if needed.

2016-15/2b

Teleconference

Rahman:
We're not doing Facebook live?

Larsen:
No, we're not. Councillors can continue to do so if they would like but we'll be switching to this method.

Christensen:
The one nice thing about the Facebook live is that I think it reaches a lot of people.

Larsen:
The marketing department doesn't seem to mind posting this so we could figure out how to post this with them in the future. And then, we could do a facebook live and say if you want to ask question in an open forum, this is how you do it.

2016-15/2c

Gendered Language

Larsen:
I'm not too sure where we want to go from here. Do we want to start going through documents in a systematic fashion checking for this sort of thing or do we want to wait for the committees to do their standing orders and try it out after that?

Councillors discuss how bylaws were changed to eliminate gendered language.

Larsen:
If anything comes up, we'll put it back on the agenda. We'll let committee do their reviews and when they update their policies, I'll ask that they make sure to check their language.

2016-15/2d

Council Engagement: Budget

Larsen:
At the last meeting, we decided to discussed at length trying to do an

engagement activity. We decided to do a meet and greet engagement activity between the two elections period. So it would be the old executives, new executive, council and council candidates. Nomination packages will be out for council so we will be able to talk to people. I think it's a great idea, we were talking about doing it on the sixth floor with a possible taco bar. I haven't done anything for it yet as we talked about it four or five days ago. Does anyone have any opinions? We have a guaranteed \$350 in budget but once we hear back from the reimbursement from the SU jackets, we'll know.

Councillors are all in agreement.

2016-15/3

NEW BUSINESS

2016-15/4

DISCUSSION

2016-15/4a

Bylaw 600 (Bilingualism) - Implementation and Discussion

Rahman:

I have been talking with the president of FSJA and we have a starting point on where we would like to translate. We are struggling with finding people that are willing to help us out with the translation process.

Ndatirwa:

What's the time commitment?

Rahman:

As long as it takes to translate.

Ndatirwa:

I am also bilingual and could help out with translating.

Larsen:

Should we set someone to direct this so it actually gets done? Or just send them an email saying this is what we are going to do?

Rahman: I would recommend that someone from this table take on the task of recruiting volunteers.

Ndatirwa:

I will do it. Send me what has been done, when we want this done and what we want done.

Larsen:

Scoping time commitment too. We also wanted to talk about perks they

could possibly receive.

Larsen: We can help out with finding people once we know how many are needed. We can possibly post this on Jobkin.

2016-15/4b

Council Mentorship Program

Larsen:

We discussed at the last cac meeting how to bring this back. We talked about using a coffee for an incentive for councillors to do it. Talked about advertising, and marketing.

Ndatirwa:

We should send the recipient a survey following the coffee date to know if they are more interested in council now and that way we can find out if it's working.

Councillors agree with that.

Larsen:

It is on the SU website. Is this the entire scope of what we what Council connection to be about? I'm okay with that, I just want to know your opinions.

Farooq:

Start with the realistic place. Perhaps start faculty associations and departments more. We see them in summer with the retreat and talk and have good ideas but we don't see them much during the year.

Ndatirwa:

We don't know what Council Connect is yet so once we do more activities with the public, we can figure out what Council connect will be.

Farooq:

We could possibly do council office hours in the councillors room.

Councillor Flamen arrives.

Larsen:

Councillor Farooq will begin looking into the office hours.

2016-15/5

ADJOURNMENT

2016-15/5a

Next Meeting: February 7, 2017 at 5:00 pm.

Meeting adjourned at 6:07 pm.

**NDATIRWA/ CHRISTENSEN moves to adjourn the meeting.
VOTE 8/0/0
CARRIED**

SUMMARY OF MOTIONS

MOTION	VOTES
<i>LARSEN/NDATIRWA moves to approve the agenda for January 10, 2017 as tabled.</i>	8/0/0 - CARRIED
<i>LARSEN/NDATIRWA moves to approve the minutes for December 6, 2016 as amended.</i>	3/0/5 - CARRIED
<i>LARSEN/NDATIRWA moves to approve the minutes for January 3, 2017 as amended.</i>	4/0/4 - CARRIED
<i>NDATIRWA/ CHRISTENSEN moves to adjourn the meeting.</i>	8/0/0 - CARRIED