

Tuesday, May 30, 2017
5:00PM
Council Chambers, University Hall

ATTENDANCE

NAME	PROXY	PRESENT
Nathan Sunday (Chair)		Y
Delane Howie		Y
Reed Larsen		Y
Nicole Jones		Y
Shane Scott		N
Brandon Christensen		Y
James Thibaudeau		Y
Levi Flaman		Y
Navneet Gidda	Srosh Hassan	Y
Genna Dipinto		Y

MINUTES (CAC 2017-02)

2017-02/1 INTRODUCTION

2017-02/1a **Call to Order**

Meeting called to order at 5:03 PM.

2017-02/1b **Approval of Agenda**

2017-02/1c **Approval of Minutes**

2017-02/1d **Chair's Business**

2017-02/1d **Councillor Apparel**

See CAC 17-02.01

2017-02/2

OLD BUSINESS

2017-02/3

NEW BUSINESS

2017-02/4

DISCUSSION

2017-02/4a

CAC Standing Orders

Sunday: Unfortunately, the agenda wasn't sent out to everyone on time so this should be tabled to the next meeting so everyone has time to look it over. We have time, the link to it is in my chair report if everyone wants to take a look so we can discuss. The first big change is the font has been increased to size 14, double spaced. There's also comments on the side.

Dipinto: i don't know who didn't have access to it. Why is the term trimester used?

Howie: it is because there's 3 trimesters of the SC. It's spring/summer that counts as a trimester.

Larsen: there's so much formatting.

Howie: it's so much easier to read.

Hassan: this is helpful.

Sunday: a lot are editorial changes, the font increase, it's more to follow universal design for accessibility reasons. This is just a discussion so members of council will read my chair report. If the members are here, please read it over so we can have motions.

Larsen: as long as standing members have seen it and have time to review it. CAC's budget Can be worded differently that council apparel has it's own budget line.

Sunday: that was just a general comment about the budget.

Larsen: can they increase the size of the font or it's just the standard size?

Howie: i think it can be done.

Sunday: it may be hard but for accessibility reasons, it doesn't hurt anyone.

Christensen: is under 12 - 1. Was it changed?

Sunday: No, just the font size.

Christensen: i was wondering if we should get rid of that because CAC has no role in hiring the CRO. Something like CAC should provide formal recommendation for CRO.

Sunday: Please make that as a comment.

2017-02/4b

Livestreaming

Sunday: we all decided it would be the Speakers' responsibility. Does it have to be a standing order?

Speaker: I would stipulate it into a standing order or formal document.

Sunday: That's something we'll put in once we review them. Does anyone have any thought on adobe connect or facebook live?

Hassan: How does the Adobe work?

Sunday: it's livestream and anyone can log in as a guest as any name and you can ask Qs through the livestream so it's just a video.

Hassan: can anyone participate as a guest?

Sunday: no.

Hassan: is the livestream saved?

Larsen: technically yes. We don't own the software license but we borrow it from the university.

Christensen: AC is versatile, lots of fx vs facebook is barebones, you can watch anything on there. It's really good as a councillor if you're away if you want to partake. It depends on how intense we want to be about it.

Speaker: Adobe connect is the same URL all the time vs. facebook - you can put it on FB page.

Christensen: fb - is more versatile, everyone can see it, ppl can share it widely and ppl can understand what's going on.

Speaker: i was talking to kyle monda who did the livestream last year. We can stream it through the portal for elections. We have the equipment to do it.

Larsen: livestream.com and that's how they do all the big forums.
Speaker: if that's not an extra cost then it may be an option as well.

Larsen: if you're going to do questions through the internet, the Qs should be directed through the Speaker not through live, you can't have councillors answering the questions. Also for having a record of all the questions. My personal fav - facebook for reach, and adobe bc it's functional.

Howie: as far as the questions, i can't imagine a better way then emailing it to the speaker, there's a record, time stamp, coming from ualberta email address and there's a clear paper trail. The Qs would be through the speaker to prevent inappropriate questions. I'm PRO fb due to reach. Why are we doing this? To engage more ppl. We're engaging more ppl through fb and ppl are more likely to sit and watch vs clicking a link. It's not as easy as sotp scrolling.

Sunday: does anyone agree that only questions email to the speaker should be asked vs comments on livestream? Once we change standing order to write about livestream, we'll have to put that in.

Hassan: i was wondering about how it would on fb bc in order to see, you have to have that page or one of the councillors share.

Howie: it would be sponsored by a council page, it would empower the councillors to share it themselves. It'll reach thousands of ppl to get it out there.

Larsen: recommends a consolidated page under purvue of speaker and chair of CAC as the only administrator. Then members can post to that page and the person can approve.

Sunday: we discussed about having a council FB page. DG would be fine as an administrator, they would lead moderating/administration and one person be the second call. That's something we could do if we go through facebook live.

Dipinto: would we not still need the fb page regardless of using fb or adobe?

Larsen: more or less.

Sunday: if it does go through fb live, do you need an account to watch it?

Christensen: if it's an open page, you can still see it.

Hassan: because all Qs would be directed to the speaker via email we don't

have to worry about ppl joining as a guest.

Sunday: would we get a council fb first then fb live or vice versa? I'm not very knowledgeable about this. I've never used it so i don't know how it works.

Larsen: we can go up to DG, come up with basic standards of what's posted on the page, you can allow it to be fairly organic.

Sunday: i'll meet with you and DG and hopefully by next meeting, we'll have a fb page. It will be monitored by DG and the councillor as the second administrator.

Christensen: wrt SC standing orders, the timeline was up in the air. I did have an option for that, bylaw committee wanted to look at the standing orders. If CAC wanted to come to that meeting, we could do standing orders there, we could begin that there just to get it over with. It's next Tuesday at 6:30 PM.

Howie: the great thing about bylaw is that it's longer and there's no end time, we could have broader conversation but i'm already biased because i'm on both committees.

Christensen: we would prioritize this as the first item, i just wanted to put this out there as an option because it might take more than an hour.

Sunday: unless ther'es strong feelings, i think we should do this so it could give CAC room to work on other things.

Christensen: i'll send it out to everyone and share the working document for the standing orders tonight so everyone has a week's notice.

2017-02/5

CONFIRMATION OF NEXT MEETING DATE

2017-02/5a

Next Meeting: June 13, 2017 at 5:00PM

2017-02/6

ADJOURNMENT

Meeting adjourned at 5:42 PM.

Council Administration Committee: Councillor Apparel Considerations

Items for consideration:

Total Budget: \$1,600.00

Number of Councillors: 30

Price for Councillors: CAC will have to decided how much of the cost it will burden on Councillor apparel. Last year, CAC paid for the majority of the price, while Councillor's paid \$10.00. It is up to CAC as to whether we will continue with the current model, or change the cost scheme.

NOTE: The following prices are rough estimates of the costs associated with each item. While the Manufacturer's Suggested Retail Price (MSRP) is given for each item, we are able to order them at a significantly cheaper rate (around 60 percent of the MSRP).

Councillor Apparel Options:

Option 1



Product Name: Ensign Fleece Shell

Colours: Black

SKU: EFS-1/EFS-1W

MSRP: \$100.00 (\$60.00)

Total Potential Cost: \$1,800.00

Lowest Cost to Councillor: \$10.00 (\$1,500.00 total)

Option 2:



Product Name: Gemini Full-Zip Jacket

Colours: Black

SKU: PFZ-2/PFZ-2W

MSRP: \$85.00 (\$51.00)

Total Potential Cost: \$1,530.00

Lowest Cost to Councillor: \$10.00 (\$1,230.00)

Option 3:



Product Name: Reef Polo

Colours: Electric Blue, True Red, and White.

SKU: SRT-1/SRT-1W

MSRP: \$65.00 (\$39.00)

Total Potential Cost: \$1,170.00

Lowest Cost to Councillor: \$10.00 (\$870.00)

Option 4:



Product Name: Atlantis Full Zip Fleece Hoody

Colours: Black, Oxford Grey, Navy, and Scarlet

SKU: SFZ-1/SFZ-1W

MSRP: \$90.00 (\$54.00)

Total Potential Cost: \$1,620.00

Lowest Cost to Councillor: \$10.00 (\$1,320.00)

Option 5:



Product Name: Symmetry Shell

Colours: Black, Navy, and Earth

SKU: SMS-1/SMS-1W

MSRP: \$110.00 (\$66.00)

Total Potential Cost: \$1,980.00

Lowest Cost to Councillor: \$20.00 (\$1,380.00)

Option 6:



Name: Microfibre Cap

Colours: Black and Navy

SKU: CAP-1

MSRP: \$14.00 (\$8.40)

Total Potential Cost: \$252.00

Lowest Cost to Councillor: Free (\$252.00)

Option 7:



Name: Signal Softshell

Colours: Black, Blue, Red, and Green

SKU: KS-2

MSRP: \$120.00 (\$72.00)

Total Potential Cost: \$2,160.00

Lowest Cost to Councillor: \$25.00 (\$1,410.00)

Nathan: we can do both.

Delane: we can have the hats available for purchase

Brandon: how much were the hats?

Nathan: 1600. These figures are going to be a little different because it doesn't include the resignations or the executive.

Speaker: someone from faculty of engineering resigned and someone else.

Nathan: if we could narrow it down to 3 options, I'd like to get other councillor's feedback during SC's recess so if we could narrow it down this meeting.

Reed: what's everyone's first choice?

Brandon: option 4

James: are we saying, we don't want the polos?

Nathan: general consense: 4 is going to be one of the options.

Delane: yes, i like the pockets.

Brandon: i like option 1

Delane: I like it too.

Reed: it's 4, 1, and less inclined 2.

Delane: 4, 11, and the hat?

Brandon: i dont know why #7 is so expensive.

Delane: dual fabric.

Nathan: So 1 & 4 would be $\frac{2}{3}$ options and we need a third. I heard the hat could be one of them.

James: i think the hat.

Nathan: it's only \$8.40 plus if you want a border onto them.

Speaker: option 5 has pockets.

James: i personally prfer 2 over 5.

Delane: i think 5 is a good option.

James: if we're picking one then 5 would be a different option.

Levi: the front of one seems a bit noisy but i like the zippers too.

Srosh: I don't understand the side pocket.

Delane: having a front pocket is different for girls given different body types.

Nathan: we decided 1, 4 and i think we should go with 5. Unless there are any objections, i think 1, 4, and 5. (Everyone agrees) I'll let everyone know the general consensus.