



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

**Tuesday, July 11, 2017  
5:00PM  
Council Chambers, University Hall**

**AGENDA (CAC 2017-05)**

- 2017-05/1     INTRODUCTION**
- 2017-05/1a    Call to Order**
- 2017-05/1b    Approval of Agenda**
- 2017-05/1c    Approval of Minutes**
- 2017-05/1d    Chair's Business**
- 2017-05/2     OLD BUSINESS**
- 2017-05/2a    Councillor Apparel**
- 2017-05/3     NEW BUSINESS**
- 2017-05/4     DISCUSSION**
- 2017-05/4a    Standing Committee Reviews**
- 2017-05/5     CONFIRMATION OF NEXT MEETING DATE**
- 2017-05/5a    Next Meeting: Tuesday, July 25, 2017 at 5:00PM.**
- 2017-05/6     ADJOURNMENT**



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

**Tuesday, June 27, 2017  
5:00PM  
Council Chambers, University Hall**

**ATTENDANCE**

NAME	PRESENT	PROXY	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
Nathan Sunday <b>(Chair)</b>	Y		
Delane Howie	Y		
Nicole Jones	Y		
Navneet Gidda	N	Srosh Hassan	N
Genna Dipinto	N		

**AGENDA (CAC 2017-04)**

**2017-04/1     INTRODUCTION**

**2017-04/1a     Call to Order**

SUNDAY CALLS TO ORDER AT 5:01PM.

**2017-04/1b     Approval of Agenda**

JONES/HASSAN MOVE to approve the agenda.

6/0/1. CARRIED.

**2017-04/1c     Approval of Minutes**

**2017-04/1d     Chair's Business**

SUNDAY special orders *Students Council Standing Committee Reviews* onto the agenda. The item was not discussed during the meeting.

**2017-04/2     OLD BUSINESS**

**2017-04/3     NEW BUSINESS**

**2017-04/4**      **DISCUSSION**

**2017-04/4a**      2017 Clubs Fair

**SUNDAY (summarized):** After discussion with Student Group Services, the fees associated with Clubs Fair are \$30 for one day or \$17.50 for a half-day. It is not up to CAC to decide how long they would like to have a booth at Clubs Fair; the full five days would be \$150.00. It is not a huge portion of a fairly large outreach budget (\$2000).

**FLAMAN (summarized):** Checking schedules to determine whether tables can be staffed that long/often will be important, as during the previous year it was challenging to get enough individuals for the full five days.

**HOWIE (summarized):** Historically, the first two days of Clubs Fair are busier than the last two.

**HASSAN/FLAMAN MOVE** to use up to \$150.00 from the Council Administration Committee's Outreach Budget for the 2017 Clubs Fair.

7/0/0. CARRIED.

**2017-04/4b**      2017 TAWOW Orientation

**SUNDAY (summarized):** This is an Orientation run by the Aboriginal Services Center, with tabling available on their last day in the Education Gym. The fee (for a non-profit, like the Students' Union) would be \$75.00 to be involved. It takes place on August 21, 2017 from 2:00PM to 3:30PM.

**FLAMAN (summarized):** We should explore the opportunity to be involved in the International Students Orientation (Transitions).

**JONES/HOWIE MOVE** to use \$75.00 from the Council Administration Committee's Outreach Budget for the 2017 TAWOW Orientation.

6/1/0. FLAMAN ABSTAINS. CARRIED.

**2017-04/4c**      Students' Council Standing Committee Reviews

**SUNDAY (summarized):** These reviews are designed to answer the following questions;

1. Have set a meeting schedule for it's first trimester;
2. Have adopted a set of Standing Orders;
3. Have set goals on their Legislative Agenda

This will be done for all seven committees; this is not needed for the Aboriginal

Relations and Reconciliation Committee (as it is an "Ad-Hoc Committee"). These reviews involved e-mailing the Chair, and will hopefully be completed by the next meeting.

**2017-04/5      CONFIRMATION OF NEXT MEETING DATE**

**2017-04/5a      Next Meeting:** Tuesday, July 11, 2017 at 5:00PM.

**2017-04/6      ADJOURNMENT**

Meeting adjourned at 5:13PM.

**SUMMARY OF MOTIONS**

<b>MOTION</b>	<b>VOTES</b>
<b>JONES/HASSAN MOVE</b> to approve the agenda.	6/0/1 - CARRIED.
MOVE to approve the minutes.	
<b>HASSAN/FLAMAN MOVE</b> to use up to \$150.00 from the Council Administration Committee's Outreach Budget for the 2017 Clubs Fair.	7/0/0 - CARRIED.
<b>JONES/HOWIE MOVE</b> to use \$75.00 from the Council Administration Committee's Outreach Budget for the 2017 TAWOW Orientation.	6/1/0 - CARRIED. FLAMAN abstains.