



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

Tuesday, November 21, 2017

5:00PM

Council Chambers, University Hall

We would like to respectfully acknowledge that our University and our Students' Union are located on Treaty 6 Territory.

We are grateful to be on Cree, Dene, Sauleaux, Métis, Blackfoot, and Nakota Sioux territory; specifically the ancestral space of the Papaschase Cree. These Nations are our family, friends, faculty, staff, students, and peers. As members of the

University of Alberta Students' Union we honour the nation-to-nation treaty relationship. We aspire for our learning, research, teaching, and governance to acknowledge and work towards the decolonization of Indigenous knowledges and traditions.

ATTENDANCE

NAME	PROXY	PRESENT	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
Nathan Sunday (Chair)		Y	
Delane Howie		Y	
Nicole Jones		Y	
Connor Palindat		Y	
Genna DiPinto		Y	
Kara Farris		Y	
Brandon Christensen		Y	
Robyn Paches		Y	
Ilya Ushakov		Y	

MINUTES (CAC 2017-16)

2017-16/1 INTRODUCTION

2017-16/1a **Call to Order**

SUNDAY: Called meeting to order for 5:01.

2017-16/1b **Approval of Agenda**

JONES, HOWIE: Moved to amend the agenda to include Item 4b, updates on Students' Council business cards.

8/0/0

HOWIE, PALINDAT: Moved to approve the agenda as amended.

8/0/0

2017-16/1c **Approval of Minutes**

JONES, PALINDAT: Moved to approve the minutes from November 9th.

5/0/3

Howie abstains.

DiPinto abstains.

2017-16/1d **Chair's Business**

2017-16/1e By-Election Jacket Order

SUNDAY: Communicated six newly-ordered Students' Council jackets will arrive on or before November 29th. Noted the order costed \$497.50.

2017-16/1f Outline of Issue System

SUNDAY: Communicated Councillor Flaman developed an trial outline of issue framework for usage in Council Administration Committee. Noted the framework provides further information in relation to a proposed motion.

HOWIE: Inquired into whether a completed outline of issue framework would be part of the official agenda.

SUNDAY: Responded that the framework documents would not be part of the official agenda. Compared the outline of issue framework to an attached information item. Noted councillors would send the outline of issue framework to Discover Governance.

CHRISTENSEN: Inquired into whether a summary of the outline would be included in the agenda.

SUNDAY: Responded that there would be a brief summary like that of an information item.

See Document on Shared Google Drive.

2017-16/2 **OLD BUSINESS**

2017-16/3 **NEW BUSINESS**

2017-16/4 **DISCUSSION**

2017-16/4a Annual Students' Council Seat Distribution Discussion
See CAC 2017-16.02

CHRISTENSEN: Opened by noting the 2016 change to the system for per-capita representation by faculty on Students' Council mandates an annual discussion. Noted the system for representation is located in Bylaw 100 §2.4. Noted the per-capita system is based upon the former system which used an algorithm to determine seat allocation. Encouraged members to reflect on the system and share their thoughts

2017-16/4b Students' Council Business Cards Update

JONES: Inquired into the progress made on securing Students' Council business cards.

PALINDAT: Responded that he and Paches designed the business cards and received six orders using a Google Form to collect responses from councillors. Noted the cards have been ordered and expects printing to be completed shortly.

DIPINTO: Suggested business cards will become popularised as councillors see their colleagues using them.

PALINDAT: Indicated another card order could be placed for the Winter Semester to meet the interest of Students' Council.

2017-16/5 **CONFIRMATION OF NEXT MEETING DATE**

2017-16/5a **Next Meeting:** Tuesday, December 5, 2017 at 5:00PM.

2017-16/6 **ADJOURNMENT**

Meeting adjourned for 5:10pm.

SUMMARY OF MOTIONS

MOTION	VOTES
JONES, HOWIE: Moved to amend the agenda to include Item 4b, updates on Students' Council business cards.	8/0/0 - CARRIED
HOWIE, PALINDAT: Moved to approve the agenda as amended.	8/0/0 - CARRIED
JONES, PALINDAT: Moved to approve the minutes from November 9th.	5/0/3 Howie abstains. DiPinto abstains.