



University of Alberta Students' Union
COUNCIL ADMINISTRATION
COMMITTEE

Tuesday, June 12, 2018
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, Saulteaux, 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.

AGENDA (CAC 2018-03)

2018-03/1 INTRODUCTION

2018-03/1a Call to Order

2018-03/1b Approval of Agenda

2018-03/1c Approval of Minutes

2018-03/1d Chair's Business

2018-03/2 OLD BUSINESS

2018-03/3 NEW BUSINESS

2018-03/3a *Presentation Title:* Week of Welcome/Students' Council

Presenter(s):

- Andre Bourgeois, Vice-President (Student Life) - University of Alberta Students' Union

Abstract:

This presentation is going to be about the way that Students' Council and its role is communicated to students at Week of Welcome and New Student Orientation.

2018-03/3b Revisiting Jacket Order

2018-03/3c Update on Council Mentorship Program Relaunch

2018-03/4 DISCUSSION

2018-03/4a Social Media

2018-03/4b First Year Engagement (WoW or other solutions)

2018-03/5 CONFIRMATION OF NEXT MEETING DATE

2018-03/5a **Next Meeting:** Tuesday, June 26, 2018 @ 5:00PM in Council Chambers.

2018-03/6 **ADJOURNMENT**



University of Alberta Students' Union
COUNCIL ADMINISTRATION
COMMITTEE

Tuesday, May 29, 2018
5:00PM
Council Chambers, University Hall

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ATTENDANCE

NAME	PROXY	PRESENT	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
Connor Palindat (Chair)		Y	
Kara Farris		Y	
Levi Flaman		Y	
Michelle Kim		Y	
Steven Lin		Y	
Robert Bilak		Y	
James Thibaudeau		Y	
Andre Bourgeois		Y	
Emma Ripka		Y	

AGENDA (CAC 2018-02)

2018-02/1 INTRODUCTION

2018-02/1a Call to Order

PALINDAT: Called the meeting to order at 5:02PM.

2018-02/1b Approval of Agenda

THIBAudeau/FARRIS MOVED to amend the agenda to include item 2018-02/4c to reconsider WhatsApp as the platform for Students' Council communication.

9/o/o - CARRIED

KIM/FARRIS MOVED to approve the agenda as amended.
9/o/o - CARRIED

2018-02/1c Approval of Minutes

KIM/THIBAUDEAU MOVED to strike the word 'pink' from her comments under the item *2018-01/3a* of the *CAC-2018-01-M* agenda.
8/1/o - CARRIED

FARRIS/THIBAUDEAU MOVED to approve the minutes of *CAC-2018-01-M*.
9/o/o - CARRIED

2018-02/1d Chair's Business

2018-02/2 OLD BUSINESS

2018-02/3 NEW BUSINESS

2018-02/3a Jacket Design and Cost Approvals

PALINDAT: Narrowed the possible design selections to (1) Stormtech Crew Softshell CXJ-3 and (2) Stormtech Metro Full-Zip Hoody CFZ-3. Noted the budget allotment for jacket is \$2000.

FLAMAN: Suggested that the Committee confirm the full cost of ordering 38 jackets, including embroidery, of each given design option prior to confirming a design.

PALINDAT: Noted that jacket allotment is only slightly flexible as the budget can be amended.

RIPKA: Proposed the design Atlantis Full-Zip Fleece Hoodie SFZ-1, costing \$85 before reduction, as an additional option for consideration.

FARRIS: Requested that the jackets be black in colour with the standard Students' Union logo imprinting.

PALINDAT: Noted that the Atlantis design is similar in style to last year's jacket order.

BOURGEOIS: Suggested that the Students' Union logo appear on the jackets in white.

FARRIS: Responded that there are branding regulations which demand the use of particular standard colours.

PALINDAT/THIBAUDEAU MOVED to approve and confirm the Atlantis Full-Zip Fleece Hoodie SFZ-1 style for Students' Council jackets.

8/1/0 - CARRIED

2018-02/4 DISCUSSION

2018-02/4a CAC Suggestions from Discover Governance
See CAC-2018-02.02 and CAC-2018-02.03.

PALINDAT: Established that Discover Governance proposed: (1) a bingo card activity to encourage councillor involvement and (2) a proxy mailing list tied to the Council Mentorship Programme.

FARRIS: Observed that the Stride bingo activity did not enjoy long-term buy-in from participants.

KIM: Advised that the Stride bingo activity was ineffective because of its prolonged duration. Suggested that short-term bingo activity would enjoy greater success. Inquired into the extent of Council involvement in the Week of Welcome.

PALINDAT: Suggested that the bingo activity be implemented in September to energise councillor-student engagement. Responded that Council involvement in Week of Welcome is limited to a Club's Fair booth. Suggested the introductory Week of Welcome sessions such as "Uni:101" as means for Council promotion.

BOURGEOIS: Expressed concern over using the introductory sessions for Council promotion. Identified that the sessions disseminate information on essential support services, not on extracurricular activities which are the focus of Clubs Fair.

FARRIS: Considered that Council promotion could occur in faculty association presentations.

KIM: Suggested councillors wear their Council jackets during the Week of Welcome.

BOURGEOIS: Suggested the President's Address as an occasion for Council promotion.

RIPKA: Suggested that Council sit together in Butterdome and that the cluster of councillors be recognised in the course of President Larsen's promotional remarks.

BOURGEOIS: Expressed concern over increasing the complexity of the seating arrangements of President's Address.

KIM: Maintained that councillors can stand-up in their existing seats, not pre-determined, during their recognition rather sitting as a collective.

BOURGEOIS: Considered that the President's Address is not the most effective event at which to promote Council. Stressed the importance of Council engagement at the mandatory Clubs Fair.

FARRIS: Argued that, if the executives promote Council in the President's Address, it is incumbent upon them to also recognise the greater services provided by the Students' Union.

BILAK: Suggested the videos shown to incoming students at the start of the Week of Welcome as a means of Council promotion.

LIN: Questioned the memorability of specific information included as part of Council promotion in the President's Address.

KIM: Argued that it is not improper for the Executive to only recognise Council in the President's Address as Council is the highest authority within the Union.

PALINDAT: Determined to include an item concerning Council engagement in the next agenda.

LIN: Advised that the Committee source more information on Week of Welcome programming prior to deciding the areas for Council promotion and engagement.

BOURGEOIS: Advised that Council not focus on directing the specific operations of Students' Union services and departments.

BOURGEOIS: Determined to schedule a meeting with Week of Welcome organisers which he, Palindat and Thibaudeau will attend.

2018-02/4b Major Projects

PALINDAT: Established that Farris is working on the Council Mentorship Programme. Inquired into the existence of other major projects and initiatives.

DIPINTO: Proposed that the Committee design and produce informative infographics. Determined to submit her proposal, in greater detail, for the next meeting of CAC.

2018-02/4c WhatsApp and Students' Council Communication

THIBAudeau: Noted that, notwithstanding the decision of CAC to use Slack for Council communication, councillors have not engaged with the new platform. Advised a return to WhatsApp, a simpler platform which can host different chats for Council, proxy selection, and committees.

FARRIS: Identified that new councillors can arrange proxies with greater ease on

WhatsApp.

FLAMAN: Suggested that the Speaker provide a Slack training session in order to combat the learning curve and provide more time for testing the platform.

BOURGEOIS: Supported WhatsApp as it is utilised in the discussions of provincial partners and the Executive.

FARRIS: Expressed concern over the likely turnout of a Slack training session.

THIBAUDEAU: Argued that the Committee must respect councillors time and select a platform of communication that does not require additional training.

PALINDAT: Supported reconsidering the use of Slack, as the platform had only a slight majority of backers in the discussions of *2018-00/4f*.

FLAMAN: Emphasised that he can neither use WhatsApp on his phone, where his storage is full, nor on his iPad, which is not compatible with the application.

RIPKA: Cited the historical utilisation of WhatsApp in Council communications as a reason to continue with the platform.

KIM: Urged Flaman to investigate the iPad Appstore option which permits downloading of iPod/iPhone compatible applications.

FARRIS/THIBAUDEAU MOVED to reconsider Slack as the platform of Students' Council communication and return to using WhatsApp.
8/1/0- CARRIED

PALINDAT: Determined to collect councillors' phone numbers for WhatsApp and provide them to President Larsen.

2018-02/5 CONFIRMATION OF NEXT MEETING DATE

2018-02/5a Next Meeting: Tuesday June 12, 2018 @ 5:00PM in Council Chambers.

2018-02/6 ADJOURNMENT
Adjourned the meeting at 5:52pm.

SUMMARY OF MOTIONS

MOTION	VOTES
THIBAUDEAU/FARRIS MOVED to amend the agenda to include item <i>2018-02/4c</i> to reconsider WhatsApp as the platform for Students' Council communication.	9/0/0 - CARRIED
KIM/FARRIS MOVED to approve the agenda.	9/0/0 - CARRIED
KIM/THIBAUDEAU MOVED to strike the phrase 'pink' from her comments under the item <i>2018-01/3a</i> of the <i>CAC-2018-01-M</i> agenda.	8/1/0 - CARRIED
FARRIS/THIBAUDEAU MOVED to approve the minutes of <i>CAC-2018-01-M</i> .	9/0/0 - CARRIED
PALINDAT/THIBAUDEAU MOVED to approve and confirm the Atlantis Full-Zip Fleece Hoodie SFZ-1 style for Students' Council jackets.	8/1/0 - CARRIED
FARRIS/THIBAUDEAU MOVED to reconsider Slack as the platform of Students' Council communication and return to using WhatsApp.	8/1/0- CARRIED