



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

**Tuesday, July 31, 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, Sauteaux, 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 2018-06)**

**2018-06/1    INTRODUCTION**

**2018-06/1a    Call to Order**

**2018-06/1b    Approval of Agenda**

**2018-06/1c    Approval of Minutes**

**2018-06/1d    Chair's Business**

**2018-06/1e    Update on Meeting of Chairs**

**2018-06/2    OLD BUSINESS**

**2018-06/2a    PALINDAT MOVES** to allow a presentation by the Vice-President Student Life.

***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.

**2018-06/3    NEW BUSINESS**

**2018-06/3a    PALINDAT MOVES** to make a formal recommendation to the Executive Committee to increase the involvement of Students' Council in regards to Week of Welcome Orientation.

**2018-06/3b    Week of Welcome Handbill Content and Design**

**2018-06/3c** Week of Welcome Booth Materials (Banners, Table Decorations)

**2018-06/4** **DISCUSSION**

**2018-06/4a** 2018-2019 TAWOW Welcoming Event Participation

See CAC-2018-06.02.

**2018-06/5** **CONFIRMATION OF NEXT MEETING DATE**

**2018-06/5a** **Next Meeting:** Tuesday, August 21, 2018 @ 5:00PM in Council Chambers.

**2018-06/6** **ADJOURNMENT**



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

**Tuesday, July 10, 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.

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**ATTENDANCE**

NAME	PROXY	PRESENT	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
Connor Palindat (Chair)		Y	
Kara Farris	James Thibaudeau	Y	
Levi Flaman		Y	
Michelle Kim		Y	
Steven Lin		0.5	
Reed Larsen		N	
Andre Bourgeois		N	
Joel Agarwal		N	
Luke Statt		N	
Robert Bilak		Y	

**MINUTES (CAC 2018-05)**

**2018-05/1 INTRODUCTION**

**2018-05/1a Call to Order**

PALINDAT: Called the meeting to order at 5:00pm.

**2018-05/1b Approval of Agenda**

**FLAMAN/PALINDAT MOVED** to amend the agenda to eliminate the

presentation.  
5/0/0 - CARRIED

**PALINDAT/THIBAUDEAU MOVED** to approve the agenda.  
5/0/0 - CARRIED

**2018-05/1c Approval of Minutes**  
**FLAMAN/THIBAUDEAU MOVED** to approve the minutes of *CAC-2018-04-M*.  
4/0/1 - CARRIED

**2018-05/1d Chair's Business**

**2018-05/2 OLD BUSINESS**

**2018-05/3 NEW BUSINESS**

**2018-05/3a THIBADEAU/PALINDAT MOVED** to update Council Administration Committee Standing Orders as attached.

See CAC-2018-05.02.

PALINDAT: New version includes expectations about Faculty Association(s) communication and volunteering during the first few weeks of the academic year. A new amendment regarding the social media sub-committee will be added in the near future.

FLAMAN: Indicated that he believed it was better to reward involved individuals, than to "punish" less-involved Councillors.

KIM: Believes it is critical to set expectations for incoming Councillors, and that the element of "punishment" does not exist in these amendments.

THIBAUDEAU: There is no punishment mechanism built into these amendments - they are designed to outline expectations.

4/1/1 CARRIED.

**2018-05/3b PALINDAT/THIBAUDEAU MOVED** to nominate one standing member of the Council Administration Committee as the primary administrator and overseer of Students' Council social media.

**FLAMAN** nominates **FLAMAN**.

5/0/1 CARRIED.

**2018-05/4 DISCUSSION**

**2018-05/4a** Update on Jacket Orders

PALINDAT: Jackets have been ordered - 31, in total. One Councillor will not be receiving one, as they did not respond in time.

**2018-05/4b** Update on Meeting of Committee Chairs

PALINDAT: Two items are currently included: Roberts' Rules and Discover Governance.

**2018-05/4c** Update on Facebook Ads

THIBAUDEAU: Little in the way of professional surveys/academic research; however, there is/are "strength in numbers".

Facebook ads will not harm organic reach. Over the past four years, Facebook has continued to cut down on companies/organizations organic reach (i.e. the percentage of people who subscribe to your page, will see your post on another timeline). Paid ads are the best way to reach a larger amount of people.

Varied social media content will be is more successful - especially, videos.

**2018-05/4d** Creation of Social Meeting Subcommittee

PALINDAT: Currently working on it; hopefully, it will be ready for the next meeting.

**2018-05/5** **CONFIRMATION OF NEXT MEETING DATE**

**2018-05/5a** **Next Meeting:** Tuesday, August 21, 2018 @ 5:00PM in Council Chambers.

**2018-05/6** **ADJOURNMENT**

PALINDAT: Adjourned the meeting at 5:21pm.

**SUMMARY OF MOTIONS**

<b>MOTION</b>	<b>VOTES</b>
<b>FLAMAN/PALINDAT MOVED</b> to amend the agenda to eliminate the presentation.	5/0/0 - CARRIED
<b>PALINDAT/THIBAUDEAU MOVED</b> to approve the agenda.	5/0/0 - CARRIED
<b>FLAMAN/THIBAUDEAU MOVED</b> to approve the minutes of <i>CAC-2018-04-M</i> .	4/0/1 - CARRIED

<b>THIBADEAU/PALINDAT MOVED</b> to update Council Administration Committee Standing Orders as attached.	4/1/1 CARRIED.
<b>PALINDAT/THIBAUDEAU MOVED</b> to nominate one standing member of the Council Administration Committee as the primary administrator and overseer of Students' Council social media.	FLAMAN APPOINTED. 5/0/1.



Nathan Sunday &lt;sunday@ualberta.ca&gt;

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## TAWOW 2018 - University of Alberta

1 message

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Tricia Beaudry <tbeaudry@ualberta.ca>  
To: Tricia Beaudry <tbeaudry@ualberta.ca>  
Cc: Kayla Dion <kdion@ualberta.ca>

Wed, Jul 11, 2018 at 9:48 AM

First Peoples' House (FPH) invites your organization to TAWOW to welcome First Nations, Metis and Inuit learners to campus. Through TAWOW, students become aware of volunteer opportunities, community supports on- and off- campus, internships, future employment opportunities, and awards and scholarships specifically for FNMI post-secondary learners!

TAWOW has been overwhelming successful because of people like you who have invested into an opportunity to meet and greet our First Nation Metis and Inuit learners back to campus and to the community at large!!! It is important that we are present to acknowledge each student with care, respect and excitement, knowing that this is a really huge step in the right direction for all of the students! More importantly we want to make sure we recognize that they made the right choice in the UofA community!!!

We encourage each organization to be as interactive as possible! The students will receive a passport upon being welcomed into the gym - so we ask you bring along a fun sticker or felt marker so that we know they visited your booth. Each student knows that they MUST visit each booth to receive the free PFH backpack!

In the past years have seen 250 students in attendance, and every year we expect it to grow in numbers!

Please register today:

### **TAWOW 2018**

Thursday, August 30<sup>th</sup>

2:00 pm – 3:30 p.m.

Location - Education Gym, University of Alberta

**IMPORTANT NOTICE: The Education Gym will be open from 12:30 p.m. - 1:45 p.m. to allow for set-up. We ask that you are set up on or before 1:45 pm, as we will be locking the doors into the gym promptly at 1:45 p.m. Take down will be at 3:30 p.m.**

For the most convenient parking - Please park in EDUCATION CAR PARK on the corner of 87 ave and 114st, please click [here](#) for lot locations (there will be signage), the Education gym is located on the east side of the parkade out the doors on the ground level.

**Registration fee for all organizations is \$300.00 (there are no exceptions), it is completely cost recovery and goes directly back into hosting TAWOW! There are limited spaces!** If we do not receive payment prior to Aug 25, then we will release your spot.

**To register please complete [this form](#). - payment can be made via creditcard/cash/cheque or indent (if you are on campus) - please contact Kayla at [kdion@ualberta.ca](mailto:kdion@ualberta.ca) for payment and if you require an invoice,**

The deadline to register and payment **deadline is Friday, August 24, 2018**. We accept cash, cheque, and credit/debit.

