



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

**Tuesday, November 13, 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 2018-11)**

**2018-11/1    INTRODUCTION**

**2018-11/1a    Call to Order**

**2018-11/1b    Approval of Agenda**

**2018-11/1c    Approval of Minutes**

**2018-11/1d    Chair's Business**

**2018-11/2    OLD BUSINESS**

**2018-11/3    NEW BUSINESS**

**2018-11/4    DISCUSSION**

**2018-11/4a    [CAC Standing Orders](#)**

**2018-11/4b    [Council Standing Orders](#)**

**2018-11/5    CONFIRMATION OF NEXT MEETING DATE**

**2018-11/5a    Next Meeting: Tuesday, November 27, 2018 @ 5:00PM in Council Chambers.**

**2018-11/6    ADJOURNMENT**



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

**Tuesday, October 30, 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.

**ATTENDANCE**

NAME	PROXY	PRESENT	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
Levi Flaman (chair)		Y	
Kara Farris		Y	
Michelle Kim		N	
Steven Lin		Y	
Janet Yao		Y	
Nathan Sunday		Y	
Ilyas Gora		Y	
Reed Larsen		Y	
Breanna Palmer		Y	
James Thibaudeau		Y	
Mark Klooster		Y	

**MINUTES (CAC 2018-10)**

**2018-10/1    INTRODUCTION**

**2018-10/1a    Call to Order**

FLAMAN: Called the meeting to order at 5:01pm.

**2018-10/1b Approval of Agenda**

**SUNDAY/FARRIS MOVED** to add item *2018-10/3a* to the agenda.  
5/0/0 - CARRIED

**SUNDAY/FARRIS MOVED** to approve the agenda as amended.  
5/0/0 - CARRIED

**2018-10/1c Approval of Minutes**

**FARRIS/LIN MOVED** to approve the minutes of *CAC-2018-09-M*  
4/0/0 - CARRIED

**2018-10/1d Chair's Business**

FLAMAN: Anticipated attending the upcoming DIE Board hearing for Kyle Monda's complaint concerning Bylaw 100 §11.4 and the ongoing noncompliance with the Presentation Materials section of Council Standing Orders. Suggested that this complaint is invalid as the provisions to which Monda refers were later reversed by the accidental approval of outdated Standing Orders. Identified that, therefore, the complaint refers to a section of Council Standing Orders not technically in existence.

SUNDAY: Expressed concern that the Standing Orders attached to the agenda are out of date.

FLAMAN: Determined to re-introduce the original changes to Council Standing Orders in order to correct the accidental erasure of the original amendment. Suggested that, whatever the outcome of the ruling, the Committee will need to correct the Standing Orders.

LARSEN: Suggested that there is no contravention of bylaw.

SUNDAY: Inquired into whether Flaman further investigated the use of renewable plates from Sustain SU.

FLAMAN: Responded that he will coordinate with Ripka to introduce the plates and include a presentation from Sustain SU at a forthcoming meeting.

**2018-10/2 OLD BUSINESS**

**2018-10/3 NEW BUSINESS**

**2018-10/3a SUNDAY/FARRIS MOVED** to amend Students' Council Standing Orders §2.1 to include a prayer and smudging ceremony after Speakers' Business.

SUNDAY: Proposed introducing a regularised smudge ceremony at each Council meeting. Established that he and Belcourt will perform the ceremony.

FLAMAN: Inquired into cost of the ceremonies.

SUNDAY: Responded that the only cost is for the purchase of sage. Clarified that Aboriginal Student Council supplies sage at present.

LARSEN: Proposed scheduling the smudging ceremony prior to Speakers' Business to provide for flexibility and efficiency. Noted that interested councillors can smudge prior to the meeting as they enter.

**SUNDAY/FLAMAN MOVED** to amend the motion to read "to amend Students' Council Standing Orders §2.1 to include a prayer and smudging ceremony before Speakers' Business."

7/0/0 - CARRIED

FLAMAN: Considered that smudging occurs at other governance bodies. Noted that the procedure can be revisited, if required, after implementation. Considered that the CAC budget could be amended to reflect other costs in future.

7/0/0 - CARRIED

**2018-10/4**      **DISCUSSION**

**2018-10/4a**      Elections Feedback

- Chief Returning Officer Ilyas Gora will join us to debrief CAC on the by-election and discuss preparations for the Spring General Election.

GORA: Established that three by-elections occurred for the Faculties of Engineering, Medicine & Dentistry, and Nursing. Noted that voter turnout of 740 students/3% is in keeping with the historical average. Confirmed that there is an ongoing vacancy petition for the Faculty of Kinesiology, Sport and Recreation. Identified that by-elections acts as opportunities to test electoral marketing and technology. Proposed that Council support the election with marketing and promotion. Determined to host a session at the upcoming GovWeek.

LARSEN: Clarified that the elections office has its own funds but works in collaboration with the marketing department. Emphasised that the Students' Council elections must be differentiated from those of the provincial government should they occur concurrently.

FLAMAN: Inquired into whether there is a possibility for partnership with the Get Out the Vote Campaign.

RAITZ: Responded that GOTV participant information is not shareable once the purposes for which it is collected are confirmed. Noted that, as this has occurred, GOTV will not seek retroactive approval.

FLAMAN: Inquired into whether Gora has suggestions for increasing student engagement.

GORA: Proposed that promotion for by-elections begin earlier in August. Determined to use a visual map for the elections process. Identified that interviews for two Deputy Returning Officers occur in the following week with final hiring slated for November 15.

FLAMAN: Considered that any changes to bylaw could take one or two months. .

GORA: Noted that he is now in discussions with student organisations which receive Dedicated Fee Units and CJSR.

PALMER: Inquired into whether Council receives a presentation concerning the result of the General Election.

GORA: Responded in the affirmative.

FLAMAN: Supported publicly-available live or hourly updated election results. Suggested that this increases excitement and engagement.

PALMER: Requested the Open Studies turnout statistics.

LARSEN: Clarified that Bylaw 211 §10 details the certain number of materials the CRO is required to submit to Council 30 days before the release of Executive Committee nomination packages in early February.

#### **2018-10/4b** Committee Reviews

- Per CAC Standing Orders Section 15.1, CAC will review the progress of all Standing Committees.

FLAMAN: Expressed concern that chair turnover prevented the Committee from properly reviewing the progress of committees. Noted that the review meetings slated to occur in August and Spring and Summer never occurred. Proposed reviewing whether committees met goals, the nature of the goals, and the level of attendance. Commended Sunday on his willingness to review Council Administration Committee. Determined to randomly assign members the roles for reviewing committees.

SUNDAY: Inquired into whether an assessment of committee attendance falls under the purview of CAC or the committee chairperson.

FLAMAN: Responded that it is a committee chair who, in the end, decides on the way to respond.

PALMER: Inquired into whether members may appear in committees via the Adobe software for live streaming.

FLAMAN: Clarified that members may call-in via phone or other platforms. Emphasised the importance of in-person attendance. Noted that meetings which do not meet quorum can be rescheduled.

SUNDAY: Inquired into whether committees can suspend their standing orders such that quorum requirements do not apply.

LARSEN: Expressed concern that, even if bylaw does not prevent this, the validity of the outcomes from such a meeting would be called into question.

FLAMAN: Clarified that Bylaw 100 §14 would not permit for the suspension of standing orders to subvert a quorum requirement.

**2018-10/4c** GovWeek 2019

- Continuation of last week's discussion: VP Bhatnagar requested that the Committee consider if and how Council may participate in the upcoming GovWeek in January.

Time expended. Tabled until next meeting.

**2018-10/4d** Council Meeting Length

- Discuss ideas to speed up/shorten council meetings
- Working Document
- Nomination Process from the previous meeting

See CAC-2018-10.02.

FLAMAN: Proposed a consented portion of the agenda in which non-contentious motions receive omnibus approval. Clarified that councillors can, when interested, remove items from the list for review and discussion. Noted that this procedure occurs at the Board of Governors.

LARSEN: Considered that written reports could also substitute oral reports. Suggested, however, that councillors value oral reports.

SUNDAY: Inquired into what other SU bodies use consented portions of the agenda. Expressed concern at the additional time and resources required for written reports

FLAMAN: Responded that this is true at the Alma Mater University of British Columbia.

THIBAudeau: Supported the consent agenda as a means of speeding up routine discussion.

FARRIS: Proposed that, if this is implemented, Council receive a clarificatory

presentation.

LARSEN: Expressed concern at the amount of time dedicated to nominations from the floor. Proposed adding a nominations section to the agenda in which councillors would provide notice of their nominations to be added on the late additions. Noted that their name and rationale for running would be included. Confirmed that persons in this list automatically receive appointment unless there are nominations from the floor. Noted that the system gives preference to pre-meeting nomination submissions.

FARRIS: Supported this change as accommodating councillors who otherwise prefer not to deliver speeches.

LARSEN: Noted that nominations from the floor are privileged and not debatable. Noted that members nominated from the floor must introduce their rationale for running and the reason for not submitting through the late additions.

**2018-1/4e**

Council Standing Orders

- Back on March 27th, CAC approved some changes to Council Standing Orders. Those changes were never updated on the website, therefore the Standing Orders we approved at the beginning of the year were the old ones from before that change. I plan to reintroduce those changes before the end of Fall, along with any other changes CAC comes up with (i.e. Faster meetings, etc).

See CAC-2018-10.03.

Time expended. Tabled until next meeting.

**2018-10/5**     **CONFIRMATION OF NEXT MEETING DATE**

**2018-10/5a**   **Next Meeting:** Tuesday, November 13, 2018 @ 5:00PM in Council Chambers.

**2018-10/6**     **ADJOURNMENT**

FLAMAN: Adjourned the meeting at 5:55pm.

### **SUMMARY OF MOTIONS**

<b>MOTION</b>	<b>VOTES</b>
<b>SUNDAY/FARRIS MOVED</b> to add item <i>2018-10/3a</i> to the agenda.	5/0/0 - CARRIED
<b>SUNDAY/FARRIS MOVED</b> to approve the agenda as amended.	5/0/0 - CARRIED
<b>FARRIS/LIN MOVED</b> to approve the minutes of <i>CAC-2018-09-M</i>	4/0/0 - CARRIED

<b>SUNDAY/FARRIS MOVED</b> to amend Students' Council Standing Orders §2.1 to include a prayer and smudging ceremony after Speakers' Business.	7/0/0 - CARRIED
<b>SUNDAY/FLAMAN MOVED</b> to amend the motion to read "to amend Students' Council Standing Orders §2.1 to include a prayer and smudging ceremony before Speakers' Business."	7/0/0 - CARRIED