



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

**Tuesday, January 29, 2019**  
**5:00PM**  
**Telus 150, Telus Centre**

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 2018-13)**

**2018-13/1    INTRODUCTION**

**2018-13/1a    Call to Order**

**2018-13/1b    Approval of Agenda**

**2018-13/1c    Approval of Minutes**

**2018-13/1d    Chair's Business**

**2018-13/2    OLD BUSINESS**

**2018-13/3    NEW BUSINESS**

**2018-13/4    DISCUSSION**

**2018-13/4a    Winter Goals**

**2018-13/4b    Committee Reviews**

**2018-13/4c    Standing Orders Review**

**2018-13/4d    Students' Council Brochure**

**2018-13/5    CONFIRMATION OF NEXT MEETING DATE**

**2018-13/5a    Next Meeting: Tuesday, February 5, 2019 @ 5:00PM in Council Chambers.**

**2018-13/6    ADJOURNMENT**



*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.

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**ATTENDANCE**

NAME	PROXY	PRESENT	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
Levi Flaman (chair)		Y	
Kara Farris		Y	
Michelle Kim		Y	
Steven Lin		Y	
Janet Yao		Y	
Reed Larsen		Y	
Luke Statt		Y	
Breanna Palmer		Y	

**MINUTES (CAC 2018-11)**

**2018-11/1    INTRODUCTION**

**2018-11/1a    Call to Order**

FLAMAN: Called the meeting to order at 5:08pm.

**2018-11/1b    Approval of Agenda**

**KIM/FARRIS MOVED** to approve the agenda.

5/0/0 - CARRIED

**2018-11/1c    Approval of Minutes**

**FARRIS/LIN MOVED** to approve the minutes of *CAC-2018-10-M*

4/0/1 - CARRIED

**2018-11/1d Chair's Business**

STATT: Requested the addition of coffee to the catering provisions in Council sessions.

FLAMAN: Determined to follow up on Statt's request with Discover Governance.

FARRIS: Inquired into the manner in which Flaman intends for the Committee to engage in committee audits.

FLAMAN: Responded that members should confirm that committees met, formed a schedule, adopted and approved standing orders, and determined goals. Continued that, for Fall and Winter review, members should confirm that committees are acting on their determined goals.

KIM: Requested that Flaman provide a rubric or checklist with which members can complete the audits.

FLAMAN: Considered that a comparative analysis provides for the implementation of novel solutions to Council. Suggested that members review the practices of similar organisations to identify potential reforms for discussion.

**2018-11/2 OLD BUSINESS**

**2018-11/3 NEW BUSINESS**

**2018-11/4 DISCUSSION**

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

LARSEN: Established that this proposed process includes a motion to nominate under the business section of the agenda with each set of order papers. Identified that motions to nominate require, if available, a list of current members, a meeting schedule, and an abstract of the relevant committee's mandate. Noted that nominees for Standing Committees may self-nominate and provide a note up to 250 words to be added to the late additions. Noted that no-contest seats result in acclimation. Noted that, when there is a contest, nominees provide one minute supplementary speeches. Noted that where there are no-nominations the nomination item will be committed to Nominating Committee. Clarified that nominations can still occur from the floor and will be privileged, non-debatable, and must not be self-nominations. Noted that Council first votes by simple majority to accept the nomination from the floor and then takes another vote to fill the position. Suggested that this incentivises members to nominate in advance. Noted that, following introductions, councillors may ask one 30 second question to candidates.

KIM: Inquired into whether this proposed process provides for Council Committees to have their vacant positions committed to Nominating Committee.

LARSEN: Responded in the negative. Confirmed that only non-Council Committee vacancies are able to be committed.

KIM: Expressed concern that this framework could result in delay insofar as Nominating Committee does not meet frequently.

LARSEN: Confirmed that this proposal will result in increasing the workload of Nominating Committee.

KIM: Expressed concern that councillors will not willingly submit written items in advance. Expressed concern that some councillors do not review the agenda and resources in advance of the meeting.

LARSEN: Noted that this proposed system is used successfully by other organisations at present.

FARRIS: Inquired into whether this process provides for nominations from the floor.

LARSEN: Responded in the affirmative.

STATT: Proposed that Council receive a presentation on the specifics of this system upon its introduction. Proposed that this system not enter into force until after the turnover of Nominating Committee. Expressed concern that members may not wish to submit 250 sections and, therefore, the system may not be any quicker.

LARSEN: Emphasised that this process will limit the number of denied nominations which consume a disproportionate amount of time.

FARRIS:

FLAMAN: Confirmed that Nominating Committee will complete time sensitive and individual motions online.

LARSEN: Determined to propose his new framework for the last meeting of the present semester.

STATT: Suggested providing for councillors to submit voice recordings for their one-minute speeches.

KIM: Suggested that Larsen consult with Council as a whole in a presentation.

FLAMAN: Established that his revisions relate to the re-addition of the amendments originally passed in March and incorporate the information contained in the *DIE Board Ruling 2018-02*. Proposed the addition of a vice-chair position to replace the need for elect interim-chairs in absence of a chair as per §2

FARRIS: Expressed concern that this proposal is unnecessary as there are few occasions on which chairs are absent.

KIM: Considered that Flaman's proposal provides the chair with more flexibility in their attendance.

FARRIS: Expressed concern that Flaman's proposal could result in confusion between the roles and responsibilities between the chair and vice-chair.

FLAMAN: Proposed abolishing proxy positions on Council Administration Committee. Expressed concern that councillors disenfranchise themselves as members of Council as a result of participating in a CAC meeting as a proxy. Considered that the original CAC Standing Orders did not provide for proxies.

FARRIS: Considered that designated proxies are more likely to attend.

PALMER: Supported Farris.

KIM: Suggested that the intent of Flaman's amendment relies on a false tacit assumption that members do not willingly cede their councillor representation in favour of their proxy representation.

FLAMAN: Considered that there may be a provision in bylaw which prevents councillors from acting in the positions of CAC member and proxy concurrently

STATT: Suggested that designated proxies are more reliable for the chair and the councillor in whose stead they act. Expressed concern that it remains unclear as to why CAC proxies should be disallowed.

FLAMAN: Reiterated that the duality between councillors as members of CAC and councillors as proxies results in the forfeiture of a proxies vote for the councillors in whose stead they are attending.

STATT: Suggested that bylaws could be changed to provide for members to have two votes, one for themselves and one for the person for whom they act as a proxy, only in CAC.

LARSEN: Supported Flaman.

FLAMAN: Established that §17 only referred to the CAC Fund and his changes relate to the addition of provisions relating to the Council Jacket Fund.

Emphasised that the provisions must be detailed to provide for the timely delivery and ordering of jackets. Noted members can make changes until next Friday. Determined to bring forward changes in two weeks time.

**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**

FLAMAN: Adjourned the meeting at 5:40pm.

**SUMMARY OF MOTIONS**

<b>MOTION</b>	<b>VOTES</b>
<b>KIM/FARRIS MOVED</b> to approve the agenda.	5/0/0 - CARRIED
<b>FARRIS/LIN MOVED</b> to approve the minutes of <i>CAC-2018-10-M</i>	4/0/1 - CARRIED