



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

**Tuesday, March 12, 2019  
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 2018-15)**

**2018-15/1    INTRODUCTION**

**2018-15/1a    Call to Order**

**2018-15/1b    Approval of Agenda**

**2018-15/1c    Approval of Minutes**

**2018-15/1d    Chair's Business**

**2018-15/2    OLD BUSINESS**

**2018-15/3    NEW BUSINESS**

**2018-15/4    DISCUSSION**

**2018-15/4a    Standing Orders Review**

*Click [here](#) to access the Standing Order(s) Review.*

**2018-15/5    CONFIRMATION OF NEXT MEETING DATE**

**2018-15/5a    Next Meeting: Tuesday, March 12, 2019 @ 5:00PM in Council Chambers.**

**2018-15/6    ADJOURNMENT**



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

**Tuesday, February 26, 2019**  
**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	
Michelle Kim		Y	
Steven Lin		N	
Janet Yao		N	
Reed Larsen		Y	
Joel Agarwal		LOA	
Deirdra Cutarm		Y	

**MINUTES (CAC 2018-14)**

**2018-14/1    INTRODUCTION**

**2018-14/1a    Call to Order**

FLAMAN: Called the meeting to order at 5:20.

**2018-14/1b    Approval of Agenda**

**LARSEN/CUTARM MOVED** to approve the agenda.

4/0/0 - CARRIED

**2018-14/1c    Approval of Minutes**

**KIM/LARSEN MOVED** to approve the minutes of *CAC-2018-11-M*

4/0/0 - CARRIED

**2018-14/1d Chair's Business**

**2018-14/2 OLD BUSINESS**

**2018-14/3 NEW BUSINESS**

**2018-14/4 DISCUSSION**

**2018-14/4a** Standing Orders Review

LARSEN: Established that he seeks feedback as to three elements of the proposed Standing Order reforms which include: (a) adopting a consent agenda to include standard items such as reports, (b) expanding the standard question period into a comment period wherein attendees may present information and make comments, (c) instituting attendance-required activities as determined by future Councils in their first meetings. Determined to present the reforms to the Committee at the next meeting.

FLAMAN: Supported Larsen. Outlined that there are meetings of Council slated for March 12, March 26, and then April 9. Determined to consider the reforms on March 12 and present the changes for approval at Council on March 26th.

LARSEN: Recognised that councillor training must be updated to include and reflect any changes to the Standing Orders.

FLAMAN: Inquired into whether other students' councils have attendance-required activities.

LARSEN: Responded in the negative. Noted that the University of Calgary Students' Union completes similar activities as the UASU such as the blanket exercise.

CUTARM: Supported the proposed reforms as allowing for more flexibility for the meetings.

FLAMAN: Inquired into whether it would be beneficial to combine Open Forum with Question Period.

LARSEN: Responded that the separation is beneficial as it allows the Campus community to engage during one specific item when councillors have the ability to speak in all agenda items.

CUTARM: Supported Larsen.

KIM: Inquired into whether the question and answer period will allow guests to

address the Council.

LARSEN: Responded that the open comment period would occur after presentations but before board and committee business to allow guests to comment on the content of the presentations and on the forthcoming items in business.

KIM: Suggested including another open comment period after board and committee business.

LARSEN: Expressed concern that comments received after the conclusion of business would have limited value as Council would have already voted on all motions.

FLAMAN: Emphasised that placing the open comment period in the middle of the agenda allows guests to have and use information received from the executive reports and the presentations.

LARSEN: Considered that replacing oral reports with written reports, included as part of a consent agenda, would make the open question period occur earlier in the meeting runtime.

KIM: Expressed concern as to how Council would select the events to which the mandatory-tracked attendance rules would apply. Considered that councillor governance training should be part of these events.

LARSEN: Emphasised that the present Council should not bind future councils by setting out definitively which events are mandatory and attendance-tracked. Proposed allowing future councillors to select these events by term. Suggested that the blanket exercise and governance training would likely be among them.

KIM: Proposed that the SU retreat training be attendance-tracked and mandatory. Suggested that, instead of penalising councillors who do not attend, the Committee should consider strategies for incentivising councillor participation. Suggested there could be new criteria added to the awarding of councillor scholarships.

FLAMAN: Noted that, in past, councillors forfeited their remuneration in favour of catered meals. Recognised that the Students' Association of MacEwan University, University of Calgary Students' Union, and Students' Association of Mount Royal University remunerate their councillors. Proposed, if there are increases in the duties associated with Council, the remuneration of councillors be reconsidered.

LARSEN: Proposed the institution of a more robust internal attendance tracking system to showcase the best and worst attendance records. Noted that the larger form of attendance-tracking was discontinued.

KIM: Expressed concern that there are councillors who put in substantial effort and produce value but do not receive sufficient recognition. Expressed concern that councillors with financial pressures may be particularly affected by serving in council without seeing a reward for their hours.

LARSEN: Determined to incorporate and consider Kim's perspective and proposals in the Standing Order reform.

KIM: Supported the implementation of a consent agenda. Suggested that reforms must seek to shorten the meeting runtime without compromising the ability of Council to effectively and meaningfully consider issues affecting students. Proposed that the Standing Order reform also create a restriction on the maximum number of presentations per meeting.

FLAMAN: Supported Kim. Noted that there has been a historical conventional agreement not to include more than two presentations per meeting.

**CONFIRMATION OF NEXT MEETING DATE**

**2018-14/5a** **Next Meeting:** Tuesday, March 12, 2019 @ 5:00PM in Council Chambers.

**2018-14/6** **ADJOURNMENT**

FLAMAN: Adjourned the meeting at 5:44pm.

**SUMMARY OF MOTIONS**

<b>MOTION</b>	<b>VOTES</b>
<b>LARSEN/CUTARM MOVED</b> to approve the agenda.	4/0/0 - CARRIED
<b>KIM/LARSEN MOVED</b> to approve the minutes of <i>CAC-2018-11-M</i>	4/0/0 - CARRIED