

**Tuesday, June 4, 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-2019-02)

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| 2019-02/1 | <u>INTRODUCTION</u> |
| 2019-02/1a | Call to Order |
| 2019-02/1b | Approval of Agenda |
| 2019-02/1c | Approval of Minutes |
| 2019-02/1d | Chair's Business |
| 2019-02/2 | <u>QUESTION/DISCUSSION PERIOD</u> |
| 2019-02/2a | Social Media Engagement |
| 2019-02/2b | By-Elections |
| 2019-02/2c | Reusable Dish Program |
| 2019-02/2d | Council Jackets |
| 2019-02/2e | Priorities List |
| 2019-02/3 | <u>COMMITTEE BUSINESS</u> |
| 2019-02/4 | <u>INFORMATION ITEMS</u> |
| 2019-02/4a | CAC Minutes, (CAC-2019-01-M) - Tuesday, May 21, 2019.

See CAC-2019-02.01. |
| 2019-02/5 | <u>ADJOURNMENT</u> |
| 2019-02/5a | Next Meeting: Tuesday, June 18, 2019 at 5:00PM in Council Chambers. |



University of Alberta Students' Union
COUNCIL ADMINISTRATION
COMMITTEE

Tuesday, May 21, 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.

ATTENDANCE

NAME	PROXY	PRESENT	SUBMISSION OF WRITTEN FEEDBACK (IF ABSENT)
Chris Beasley (Chair)		Y	
Amlan Bose		Y	
Tahra Haddouche		Y	
Nathan Sunday		N	
Juan Vargas Alba		Y	
Yiming Chen		Y	

MINUTES (CAC-2019-01)

- 2019-01/1** **INTRODUCTION**
- 2019-01/1a** **Call to Order**
 BEASLEY: Called the meeting to order at 5:09pm.
- 2019-01/1b** **Approval of Agenda**
HADDOUCHE/BOSE MOVED to approve the agenda.
 4/0/0 - APPROVED
- 2019-01/1c** **Approval of Minutes**
HADDOUCHE/BADESHA MOVED to approve the agenda of *CAC-2019-01-M*.
 4/0/0 - APPROVED
- 2019-01/1d** **Chair's Business**

BEASLEY: Determined to make a WhatsApp for the Committee. Noted that he met with Discover Governance to discuss travel costs for meetings at Campuses Saint Jean and Augustana and located the Council banner. Noted that he will strictly follow Robert's Rules of Order in order that he could, if needed, serve as Deputy-Speaker.

2019-01/2

QUESTION/DISCUSSION PERIOD

2019-01/2a

Council Jackets

BEASLEY: Established that the Committee needs to order jackets in time for Week of Welcome and other events. Considered that the Committee should select potential jacket styles costing below \$100 per person for the next meeting.

HADDOUCHE: Inquired into the status of the budget for jackets.

BEASLEY: Responded that the current budget is \$2000 but the Committee has the power to allocate more funds if needed.

HADDOUCHE: Proposed that the Committee purchase hats instead of jackets. Expressed concern that the black jackets of the past are not sufficiently identifiable.

BEASLEY: Noted that the Committee can source the jackets from the StormTech Spring 2019 Catalogue.

BADESHA: Advised that members search for jackets online by filtering the jackets to those costing from \$50 to \$100.

BEASLEY: Clarified that the 2018-19 session purchased Atlantis Full Zip Hoodies and the 2017-18 purchased Symmetry Shell Jackets. Determined to review members' suggested jackets at the next meeting.

2019-01/2b

Development of Strategic Plan

BEASLEY: Proposed discerning the priority issues on which the Committee will work with a survey to councillors.

HADDOUCHE: Expressed concern that consulting Council as a whole is unnecessary when the Committee speaks on behalf of Council in matters relating to its administration.

VARGAS ALBA: Proposed mandating that future Council catering be vegan.

CHEN: Inquired into what the Committee will do to improve outreach.

BEASLEY: Responded that half of the Committee budget is for outreach such as presenting, tabling, and advertising.

VARGAS ALBA: Proposed inviting the Social Media and Marketing Department to make a presentation.

BEASLEY: Determined to arrange a presentation.

HADDOUCHE: Proposed having vegan meals, strengthening outreach during Week of Welcome, and scheduling additional meetings at Campus Saint Jean and Augustana.

BEASLEY: Proposed offering coffee at meetings and strengthening outreach at TAWOW.

CHEN: Proposed strengthening outreach with the international student community.

BOSE: Proposed sending councillors to the orientation for international students.

VARGAS ALBA: Proposed improving the visibility of the Council Mentorship Program.

HADDOUCHE: Proposed pursuing an advertising campaign to promote the Program.

VARGAS ALBA: Noted that the STRIDE Coordinator may attempt to link mentorships with Council in future.

BOSE: Expressed concern that University Hall is not wheelchair accessible.

BEASLEY: Proposed using the Reusable Dish Program.

HADDOUCHE: Recommended assigning one member to each priority item. Noted that members can present their plans to the Committee.

BOSE: Emphasised that members should have visual identity materials for tabling.

VARGAS ALBA: Noted that the Marketing Department produces the plans and concepts for Council's outreach.

BOSE: Confirmed that all councillors can attend events as representatives of Students' Council.

BEASLEY: Noted that each trip to Augustana Campus costs between \$400-600.

HADDOUCHE: Proposed cancelling the bus to Augustana and, instead, relying upon members to transport themselves.

VARGAS ALBA: Suggested that this could occur by car sharing or carpooling with reimbursement.

BEASLEY: Inquired into whether the meetings at Saint Jean and Augustana could occur during the non-academic year.

BOSE: Suggested that more members would be willing to attend the Augustana meeting during Reading Week.

VARAS ALBA: Noted that Augustana has a different schedule and would not have breaks at the same time as most councillors.

HADDOUCHE: Clarified that there is no current scheduled meeting during Reading Week.

BEASLEY: Recognised that the members present in the meeting intend to increase the number of Saint Jean meetings to two.

VARGAS ALBA: Suggested that the Committee should first seek to increase the number of councillors attending meetings at special locations before increasing the number of these meetings.

BEASLEY: Noted that the Committee will have to confirm these details by the end of summer.

BOSE: Proposed presenting at the Engineering orientation classes.

HADDOUCHE: Noted that Council could present for faculty associations during the Week of Welcome.

BADESHA: Inquired into Engineering students enrol into these orientation classes.

BOSE: Responded in the affirmative. Noted these classes are for one credit. Determined to try and arrange presentations from Council. Noted that the classes are large.

VARGAS ALBA: Recommended that Adwan and Bose as well as executives present to these classes.

HADDOUCHE: Suggested that bringing more awareness to the Council Mentorship Program will increase interest in Council.

VARGAS ALBA: Noted that the Committee should monitor the success of the Program.

BOSE: Proposed setting aside certain funds for jackets in order to accommodate those members who may enter Council in the by-elections.

BEASLEY: Considered that the jacket model selected will determine whether it is possible to set aside. Suggested looking at past by-elections to determine how many new members are likely to be elected.

VARGAS ALBA: Proposed ordering jackets from a local and sustainable organisation.

BEASLEY: Clarified that Council purchases its jackets via SUBMart in order to get a wholesale price.

VARGAS ALBA: Proposed delegating the task of searching for different jacket manufacturers to Discover Governance.

BEASLEY: Determined to relay this task. Directed members to attend the next meeting with a list of preferred jacket models.

2019-01/3 **COMMITTEE BUSINESS**

2019-01/4 **INFORMATION ITEMS**

2019-01/4a CAC Minutes, (CAC-2019-00-M) - Tuesday, May 7, 2019.

See CAC-2019-01.01.

2019-01/5 **ADJOURNMENT**

BEASLEY: Adjourned the meeting at 5:52pm

2019-01/5a **Next Meeting:** Tuesday, June 4, 2019 at 5:00PM in SUB 6-06.