

**Tuesday, July 30, 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-2019-06)

- 2019-06/1 INTRODUCTION**
- 2019-06/1a Call to Order**
- 2019-06/1b Approval of Agenda**
- 2019-06/1c Approval of Minutes**
- 2019-06/1d Chair's Business**
- 2019-06/2 QUESTION/DISCUSSION PERIOD**
- 2019-06/2a BHATNAGAR MOVES to discuss Students' Council Standing Orders, Section 9: Reports.**
- 2019-06/2b Council Jackets**
- 2019-06/2c August 13th Meeting**
- 2019-06/2d Task Force on the Structure of Student Representation**
- 2019-06/3 COMMITTEE BUSINESS**
- 2019-06/3a BHATNAGAR MOVES to approve to amend Standing Orders as attached below.**
- See CAC-2019-06.02.
- 2019-06/4 INFORMATION ITEMS**
- 2019-06/4a CAC Minutes, (CAC-2019-05-M) - Tuesday, July 16, 2019.**
- See CAC-2019-06.01.
- 2019-06/4b Changes to Standing Orders for Students' Council Reporting.**

See CAC-2019-06.02.

2019-06/5 **ADJOURNMENT**

2019-06/5a **Next Meeting:** Tuesday, August 13, 2019 at 5:00PM in Council Chambers.



University of Alberta Students' Union
COUNCIL ADMINISTRATION
COMMITTEE

Tuesday, July 16, 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		N	
Tahra Haddouche		Y	
Nathan Sunday		Y	
Juan Vargas Alba		N	
Akanksha Bhatnagar		Y	
David Draper		Y	

MINUTES (CAC-2019-05)

- 2019-05/1 INTRODUCTION**
- 2019-05/1a Call to Order**
 BEASLEY: Called the meeting to order at 5:10pm.
- 2019-05/1b Approval of Agenda**
DRAPER/BHATNAGAR MOVED to approve the agenda.
CARRIED
- 2019-05/1c Approval of Minutes**
BEASLEY/DRAPER MOVED to approve the minutes of CAC-2019-03-M.
CARRIED
 Bhatnagar, Draper abstain.

2019-05/1d Chair's Business

BEASLEY: Noted concern that, although the Committee has a shortlist of potential jackets, the only SU staff contact who can order the jackets on behalf of the Committee is out of office until July 22. Expressed concern that this may prevent councillors from trying on jackets or sampling designs prior to the Committee's placing of an order.

2019-05/2 QUESTION/DISCUSSION PERIOD

2019-05/2b Potential Standing Order changes to Section 4.

See CAC-2019-05.02.

BHATNAGAR: Expressed concern that councillors often do not read bi-weekly Executive reports which are time-intensive to produce. Proposed reducing the bi-weekly Executive reporting schedule to providing content-rich monthly reports. Emphasised that a new reporting schedule to engage councillors better.

BEASLEY: Inquired into the amount of time required to write a report for Council.

BHATNAGAR: Responded that it takes her, on average, two hours to produce a report.

DRAPER: Noted that he enjoys reading the Executive reports. Supported clarifying the Standing Orders in relation to this issue.

BHATNAGAR: Confirmed that she can submit proposed changes to Section 4 of the Standing Orders.

BEASLEY: Suggested that reports should be required monthly but that the Standing Orders should not preclude executives from delivering reports more frequently. Inquired into whether Standing Orders should include report content recommendations.

BHATNAGAR: Responded that the content and form of a given report depends upon the style and preference of its writer.

DRAPER: Supported including optional content recommendations in Standing Orders to provide guidance to executives.

BEASLEY/HADDOUCHE MOVED to table the item 2019-05/2b to the next meeting at which time Bhatnagar will provide proposed amendments.

CARRIED

2019-05/3 COMMITTEE BUSINESS

2019-05/3a BHATNAGAR MOVES to cancel the August 13th, 2019 meeting of Students' Council.

BHATNAGAR: Proposed reducing the meeting schedule to once per month during summer in future. Proposed, as an interim solution, canceling one of three meetings remaining in summer. Noted that no member of the Executive is able to attend the August 13 meeting.

HADDOUCHE: Proposed increasing meeting length cap during the summer.

BEASLEY: Expressed concern that canceling the August 13 meeting may disrupt Policy Committee work schedule for the presentation of policy renewal for approval.

BHATNAGAR: Proposed deferring the meeting instead of cancelling the meeting.

DRAPER: Inquired into whether meetings can occur in adjesting weeks.

BHATNAGAR: Responded in the affirmative. Clarified that the Speaker can cancel a meeting within 96 hours of its start.

BEASLEY: Determined to discuss this motion further upon receiving feedback from the chair of Policy Committee regarding what, if any, effect canceling the meeting will have on the Committee work plan.

DRAPER: Considered that meetings could occur every 4 weeks as opposed to monthly.

BHATNAGAR: Considered that reducing the number of meetings incentivizes councillors to be judicious about what items they submit as items on the agenda time is limited. Expressed concern at renewing many policies during a meeting at which the executive, who advocate the content of policy, are not present.

SUNDAY: Expressed concern that canceling a meeting on the basis of the executive being unable to attend would not make Council appear independent of the Executive.

SUNDAY: Recommended Beasley address this proposed cancellation in his chair's remarks.

BEASLEY/DRAPER MOVED to table the item 2019-05/3a until the next meeting
CARRIED

DRAPER: Noted that Council generally was opposed to discussing the issue of adopting vegetarian catering, believing that it is a matter for the Committee to decide.

BEASLEY: Clarified that the Committee decided to discuss the issue at Council in order to engage councillors and ensure due process in making a decision.

BEASLEY/HADDOUCHE MOVED to cater all future Council assemblies of the current session with vegetarian menus.

CARRIED

2019-05/4 **INFORMATION ITEMS**

2019-05/4a CAC Minutes, (CAC-2019-03-M) - Tuesday, June 18, 2019.

See CAC-2019-05.01.

2019-05/4b Proposed Changes to Standing Orders for Sections Four.

See CAC-2019-05.02.

2019-05/4c Letter to the Council Administration Committee.

See CAC-2019-05.03.

2019-05/5 **ADJOURNMENT**

BEASLEY: Adjourned the meeting at 5:34pm.

2019-05/5a **Next Meeting:** Tuesday, July 30, 2019 at 5:00PM in Council Chambers.

SUMMARY OF MOTIONS

MOTION	VOTES
DRAPER/BHATNAGAR MOVED to approve the agenda.	CARRIED
BEASLEY/DRAPER MOVED to approve the minutes of CAC-2019-03-M.	CARRIED
BEASLEY/HADDOUCHE MOVED to table the item 2019-05/2b to the next meeting at which time Bhatnagar will provide proposed amendments.	CARRIED
BEASLEY/DRAPER MOVED to table the item 2019-05/3a until the next meeting	CARRIED
BEASLEY/HADDOUCHE MOVED to cater all future Council assemblies are the current session with vegetarian menus.	CARRIED

Proposed Changes to Standing Orders for Sections Four

Old	Proposed
<p data-bbox="203 380 553 422">4 Orders of the Day</p> <hr/> <ol style="list-style-type: none"> <li data-bbox="345 470 797 638">1. Any voting member of Students' Council may submit General Orders to be considered by Students' Council. <li data-bbox="345 659 797 869">2. Any Board/Committee of Students' Council may submit Board and Committee Business to be considered by Students' Council. <li data-bbox="345 890 797 1121">3. Any Students' Union Member may submit an information item for inclusion in the agenda package provided that it is related to the proceedings. <li data-bbox="345 1142 797 1247">4. Orders of the Day shall appear on the Order Paper in the order they were submitted. <li data-bbox="345 1268 797 1835">5. Information Items shall be prioritized as follows: <ol style="list-style-type: none"> <li data-bbox="524 1373 797 1730">a. Information items pertaining to Board and Committee Business and General Orders except presentation slides, <li data-bbox="524 1751 797 1835">b. Written reports from Executives, 	<p data-bbox="826 380 1177 422">4 Orders of the Day</p> <hr/> <ol style="list-style-type: none"> <li data-bbox="969 470 1421 638">1. Any voting member of Students' Council may submit General Orders to be considered by Students' Council. <li data-bbox="969 659 1421 869">2. Any Board/Committee of Students' Council may submit Board and Committee Business to be considered by Students' Council. <li data-bbox="969 890 1421 1121">3. Any Students' Union Member may submit an information item for inclusion in the agenda package provided that it is related to the proceedings. <li data-bbox="969 1142 1421 1247">4. Orders of the Day shall appear on the Order Paper in the order they were submitted. <li data-bbox="969 1268 1421 1835">5. Information Items shall be prioritized as follows: <ol style="list-style-type: none"> <li data-bbox="1148 1373 1421 1730">a. Information items pertaining to Board and Committee Business and General Orders except for presentation slides, <li data-bbox="1148 1751 1421 1835">b. Written reports from all members

<p>Board of Governors Representative, Committee Chairs and members from other Boards and Committees,</p> <p>c. Supplementary information such as Students' Council Attendance, Students' Council Motion Tracker, Executive Committee Motion Tracker, Students' Council Votes & Proceedings, presentation slides, etc.</p> <p>6. Orders of the Day must be submitted to the Speaker and the Administrative Assistant to Students' Council by 8:00 a.m. on the 2nd business day prior to a Students' Council meeting.</p> <p>7. Late additions to the Order Paper must be submitted by 1:00 p.m. on the day of a Students' Council meeting.</p> <p>8. Late Additions to the Order Paper may be added at the meeting if the items of business cannot be postponed to a future meeting of</p>	<p>of the Executive Committee and the Undergraduate Board of Governors shall be submitted once per month, at the first meeting of that month. Written reports from Students' Council Committee Chairs will be submitted on the second meeting of the month.</p> <p>c. Supplementary information such as Students' Council Attendance, Students' Council Motion Tracker, Executive Committee Motion Tracker, Students' Council Votes & Proceedings, presentation slides, etc.</p> <p>6. Orders of the Day must be submitted to the Speaker and the Administrative Assistant to Students' Council by 8:00 a.m. on</p>
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Students' Council for resolution without risking detrimental consequences to or negative procedural difficulties for the Students' Union.

9. The agenda package will be published in the following manner:
 - a. A full electronic copy will be e-mailed to all members of Students' Council, proxies and Councillor-designates,
 - b. A full electronic copy will be e-mailed to The Gateway News Editor,
 - c. A full electronic copy will be placed on the Students' Union web page,
 - d. A full paper copy will be printed for a Council member only if requested by the late additions submission deadline outlined in Standing Orders 4.6.1.

the 2nd business day prior to a Students' Council meeting.

7. Late additions to the Order Paper must be submitted by 1:00 p.m. on the day of a Students' Council meeting.
8. Late Additions to the Order Paper may be added at the meeting if the items of business cannot be postponed to a future meeting of Students' Council for resolution without risking detrimental consequences to or negative procedural difficulties for the Students' Union.
9. The agenda package will be published in the following manner:
 - d. A full electronic copy will be e-mailed to all members of Students' Council, proxies and Councillor-designates,
 - e. A full electronic copy will be e-mailed to The Gateway News Editor,
 - f. A full electronic copy will be placed on the Students' Union web page,

e. Five (5) condensed agendas will be printed and made available at the meeting.

10. The agenda package will be published no later than 5:00 p.m. on the 2nd business day prior to a Students' Council meeting.

11. For meetings called under the authority of Standing Order 3(2), there will be no submission or publishing deadline.

g. A full paper copy will be printed for a Council member only if requested by the late additions submission deadline outlined in Standing Orders 4.6.1.

h. Five (5) condensed agendas will be printed and made available at the meeting.

10. The agenda package will be published no later than 2:00 p.m. on the 2nd business day prior to a Students' Council meeting.

11. For meetings called under the authority of Standing Order 3(2), there will be no submission or publishing deadline.