



University of Alberta Students' Union
**COUNCIL
 ADMINISTRATION
 COMMITTEE
 (CAC)**

August 25, 2020

5:00 p.m.

Google Meet

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, Sauteaux, 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)
Dhir Bid (chair)		Y	
Dave Konrad		Y	
David Draper		N	
Katie Kidd		Y	
Christian Fotang		Y	
Amlan Bose		Y	
Christian Zukowski, Guest		Y	

MINUTES (CAC-2020-10)

2020-10/1 INTRODUCTION

2020-10/1a Call to Order

BID: Called the meeting to order at 5:07pm.

2020-10/1b **Approval of Minutes**

2020-10/1c **Approval of Agenda**

BID/BOSE MOVED to approve the agenda.

CARRIED

2020-10/1d **Chair's Business**

BID: Updated that the Committee's order of councillor jackets, costing \$2145, have been received and are awaiting pick-up at SUBmart.

KONRAD: Proposed requesting that the jackets be stored in the central SU Administration offices of 2-800 so they can be picked up by councillors as their schedules allow.

BID: Agreed with Konrad. Determined to make the announcement to Council.

2020-10/2 **QUESTION/DISCUSSION PERIOD**

2020-10/3 **COMMITTEE BUSINESS**

2020-10/3a

Discipline, Interpretation, and Enforcement Board (DIE Board) Presentation

ZUKOWSKI: Identified that he has three goals as Chief Tribune of DIE Board including (1) building capacity through training new tribunes as the only returning tribunes, (2) writing operational and training guidelines and materials, and (3) updating Bylaw 1500 which has not been renewed since 2008. Determined to consult CAC, Aboriginal Student Council, and the International Students' Association on the renewal. Noted that he thought Council had written consultation guidelines in Bylaw 200 but believes they were repealed.

KIDD: Recognised that the SU faces record keeping challenges. Noted that it is in the process of locating Aboriginal consultation guidelines approved in the last session of Council. Noted that ARRC and ASC are developing a guideline for Aboriginal consultation pathways.

BID: Invited Zukowski to submit his goals to be included as part of the CAC task tracker.

KIDD: Proposed that Zukowski present to Council about the DIE Board and consult it on his plans.

ZUKOWSKI: Determined to contact President Agarwal to arrange a presentation to Council. Committed to maintaining contact with Council. Recognised that it is usual for the Chief Tribune to attend CAC or engage with Council.

FOTANG: Proposed that Zukowski give a presentation to Bylaw Committee concerning writing and improving bylaws.

ZUKOWSKI: Clarified that he cannot provide specific comments or criticisms about existing bylaws but can present general information on bylaw and legal writing.

2020-10/3b

Committee Mandate Fulfillment Review

BID: Inquired as to whether Student Group Committee has met.

KIDD: Responded in the negative. Clarified that Student Group Committee meets only for disciplinary purposes.

BID: Noted that the CAC must review other committee's fulfillment of their mandates.

BUCHANAN: Expressed concern that the Committee cannot engage in this review process as other committee's minutes are inaccurate and insufficiently detailed. Expressed concern that the poor quality of the minutes detailing Council proceedings undermines the accountability councillors have to students and to each other. Expressed concern, in particular, that Finance Committee has few records of its proceedings leaving councillors unaware as to the state of the SU's finances. Proposed creating a bylaw for reporting and records management. Suggested that the SU runs the risk of the Alberta Government appointing an individual to take over its operations if it finds that the SU is being improperly managed.

KIDD: Agreed with Buchanan that the minutes are insufficient for reporting and accountability purposes. Noted that the SU Administrative Clerk was laid-off as part of the SU's costs mitigation efforts in response to the financial impacts of COVID. Suggested that Council does not have the power to amend Operating Policy applicable to SU Administration.

BUCHANAN: Suggested that Council can amend operating policy.

KIDD: Noted that the SU is making efforts to expand Council's social media presence in order to be more accountable to students. Recognised that few students read Council minutes to keep up-to-date with current affairs.

BUCHANAN: Identified that he is correct that Council can amend Operating Policy as per §1.1.1(1) stating 'Operating policies may be created, amended, suspended, or retired by either the Executive Committee or Students' Council.'

KIDD: Noted that the Executive is considering amending this provision.

BUCHANAN: Requested that Kidd elaborate as to how the Executive intends to amend Operating Policy.

KIDD: Responded that the Executive is considering amending this section.

BUCHANAN: Noted that the Executive must approve any changes with Council and that any attempts to unilaterally amend Operating Policy would be inappropriate and would result in an action at DIE Board.

KIDD: Clarified that the Executive is not considering attempting to unilaterally amend Operating Policy.

BOSE: Agreed that minutes are overbroad and unspecific. Proposed that Council record its activities and post the recording in place of or as a supplement to minutes.

KIDD: Determined to discuss the issue of reporting and accountability at the next meeting of Executive Committee.

FOTANG: Suggested that councillors could be designated to take minutes within committees.

BUCHANAN: Agreed that councillors volunteering to take acceptable-quality minutes is preferable to having unhelpful minutes but that it is preferable to have a dedicated individual from Administration.

KIDD: Proposed that Buchanan address his concerns surrounding the SU's financial transparency to the chair of Finance Committee.

BOSE: Proposed that Buchanan state his concerns surrounding Council's reporting and documentation failures during the upcoming meeting of Council.

BUCHANAN: Determined to act on these proposals.

2020-10/4

INFORMATION ITEMS

2020-10/5

ADJOURNMENT

BID: Adjourned the meeting at 5:57pm.