

A G E N D A

Council Administration Committee

Tuesday, July , 2012

5:00 pm

SUB 6-06

1. Approval of the Agenda
2. Approval of the Minutes
3. Announcements
4. Old Business
 1. Council Retreat Survey Results
 2. Accessibility to Council
 - i. MOVER/SECONDER MOVE THAT Student's Council amend Council Standing Orders as follows:

Addition of 38(1), which would read as follows:
"If a guest of council or a student member of Council needs a translator or specific assistance, they are required to give the Council Administration Committee at least one week's notice. The Council Administration will attempt to make the necessary accommodations with limited expense to the Students' Union."

Note: underlined text was added by Kelsey; feel free to remove/amend as necessary
 3. Council Mentorship Program—TABLED till July 24 meeting
 4. Council Outreach Funds—TABLED till July 24 meeting
5. New Business
 1. Tabling at Clubs Fair
 - i. What was done last year?
 - There seemed to be too much literature on the table, which was confusing for students
 - Councillors who did sign-up to volunteer at the booth were not prepared to explain what Council does or how students can get involved

-The set up of the table could have looked more appealing. We should look into either buying a pop-up banner or making a tri-fold

ii. What do we want to do this year?

-Look into teaming up with the other Student Governance offices/groups and have our tables close together with some unified look. Jessica Nguyen has approached me about this idea

-Make up a single piece of literature to hand out at the table. What important information should we have on it?

iii. Some guiding questions to get us started:

- a) What do we want our clubs fair presence to look like this year?
- b) What do we want new/current students to take away once they leave our table? i.e literature and from conversations
- c) What do we want our table to look like?

6. Discussion Period

7. Confirmation of next meeting date – Tuesday July 24th, 5:00 pm

8. Adjournment