



COUNCIL ADMINISTRATION COMMITTEE MINUTES

2013 – 2014

Date: August 27th 2013

Time: 5.01 pm

In Attendance:

ERIN BORDEN (Chair)

RAPHAEL MLYNARSKI

JESSICA NGUYEN (Proxy for KELSEY MILLS)

WILLIAM LAU (5.03 pm)

CRAIG TURNER (5.04 pm)

Excused Absence:

HARLEY MORRIS

BRENT KELLY

Others in Attendance:

SACHITHA KUSALADHARMA

**1. CALL TO
ORDER:**

The meeting was called to order by BORDEN at 5.01 pm.

**2. APPROVAL OF
AGENDA**

NGUYEN moved to approve the agenda for *August 27, 2013 as tabled*.
The motion was seconded by BORDEN.

Vote on Motion 3/ 0 /0
CARRIED

**3. APPROVAL OF
MINUTES**

BORDEN amended the minutes to take of the 3rd "E" in Wayne's last name,
and also to correct Dylan Hanwell's last name.

The amended minutes were approved as friendly.

4.

ANNOUNCEMENTS

BORDEN: I met with Kathryn. We are going to do a lot more “Discover Governance” stuff at the Council Administration Committee (CAC).

Clubs fair update

BORDEN: In the brochure, the only things we haven’t fixed are the photos. This is because of formatting issues.

We are also going to put the “Discover governance” instead of the “Capstone mentorship”.

Is this the right room we are going to be in, for the fall term?

TURNER: It’s the one we are not in now.

When is this set to be used? For the Clubs fair? You may still want to run it by Rachel tomorrow and see what she thinks. The designers are pretty particular about Students’ Union (SU) branded stuff that goes outside of the SU.

LAU: What do you think of sending it to design first?

BORDEN: It doesn’t matter to me.

TURNER: That’s what I’m thinking. To be honest, Rachel may say that there’s no time, and to do your own thing.

BORDEN: We are going to give out a sheet listing all the vacant positions of the GFC and Council.

TURNER: Wayne’s working on that with marketing.

BORDEN: She says she has the tri fold display board.

TURNER: It will be easier this year with respect to the wind because there are going to be tents in the Clubs fair area.

BORDEN: I put up the doodle poll. The times seem pretty full.

5. NEW BUSINESS

Brainstorming session

LAU: What are the main things that we want to do this year?

BORDEN: Kathryn and I were talking about making it easier to look at how the SU works. We were thinking of having a table with sticky notes asking students what they want their university experience to be like. After that we tell them that if they run for Students’ Council, they can make those changes. It’s a bit like tricking them into it rather than just telling them to run for Students’ Council.

NGUYEN: How do we engage with people that won’t come up? Having a council table will be great, but there will be a bunch of people who will be turned off too.

TURNER: We had the same idea for the Students’ Union Building (SUB) renovation. We were asking students about what they would like to see in the newly renovated SUB, and they could post notes on a generic banner. If you have other ideas, a good resource to talk to is Wayne. It’s part of his mandate too, and he will be happy to take your feedback.

LAU: The lineup at “Student connect” in the registrar’s office is going to be long. Can we start a conversation with them while they are waiting? There will be lineups pretty much for the whole of September.

TURNER: The first thing I would do is contact the registrar’s office, and see if they are okay with it.

LAU: As long as external businesses/sponsors aren’t soliciting, we shouldn’t stop student groups from doing it.

TURNER: I don’t think they will have a problem. But, if random people showed up and started something like that without their knowledge, they may not like it.

NGUYEN: Can we use any of the orientation events? For example the president’s address. However, that’s very indirect.

BORDEN: It doesn’t seem that awesome. If we are going to get into orientations, we have to do a presentation or something. We can get an optional session for student governance.

LAU: Anything else tangible that is possible?

NGUYEN: What exactly are we advertising? The SU?

LAU: Hammering down the key message is crucial.

NGUYEN: The big message that was conveyed last year was that you should run for council to get involved.

TURNER: You might want to be careful because there are other University of Alberta SU events. You might not necessarily want to be promoting their stuff. You can decide whether you want to focus more on council’s role or general SU information.

NGUYEN: Why don’t we separate the table into several sections, and have different people explaining.

LAU: I think we should go back to the key message that Erin mentioned. That was about what you want from your university experience. We must make sure that that message is consistent, and that it is stronger than any other messages. How are we going to distribute that message?

BORDEN: You attend events. You go and have fun, and you meet people and interact. You can get involved with governance through the SU, and change the university.

NGUYEN: We can try displaying the results in a fun way to look at.

6. DISCUSSION PERIOD

By-election update

TURNER: I want to give a quick update on the CRO. Wayne is getting settled in, and it’s a steep learning curve for him. We met with marketing. Things are on track with the campaign and the call for nominations.

The election itself is a week later than usual. Normally, it’s held in the last week of September. I recommended that it be held on the first week of October based on the timeline that Wayne has. There are no mandated dates for it unlike the main election. We will have it on October 3rd and 4th.

LAU: I have to double check the Wall of gold bookings.

TURNER: Wayne is preparing the nominations packs. They are required to be out by the 3rd of September.

NGUYEN: It would be interesting to see if the number of people voting will change with that extra week.

TURNER: It will be very tough to correlate, especially as it's a by-election.

Council meeting on September 24th

LAU: Regarding the September 24th council meeting, we are trying to organize 2 presentations for that. One is Phyllis Clark, the Vice-President of finance. We will also have Frank Robinson, who is the Dean of Students. We want to make them public. So, we would like to see if you can move the council meeting to SUBstage.

TURNER: From a procedural prospective, that could be a nightmare.

BORDEN: What if we have a supplementary meeting with just those presentations on the 3rd of October? So technically, there will be nothing on the agenda requiring a conversation.

TURNER: That would make more sense. We could do Dinwoodie or Alumni room. It doesn't necessarily have to be a formal meeting. It would be better to have a formal meeting separately.

LAU: I'm under the impression that these are preferred dates with the administration as well. Maybe we can do the presentations at SUBstage, and then move to the Students' Council's room.

BORDEN: There's a lot of logistics to go with it, but it has the potential to be a really good idea.

TURNER: I can unilaterally move the meeting, but would prefer CAC to do that.

BORDEN: It would be difficult to ask people not to put things on the agenda. Also, it will be really hard to facilitate if we move to another room.

TURNER: My recommendation would be to bring it up in an executive report, and say that CAC is going to discuss this and come to a decision by the next CAC meeting.

Also, unless we do something like what we did for the provost presentation, people may get confused because questions are reserved for members of council.

Augustana BBQ

LAU: We, the executives, are having a BBQ at Campus St. Jean in the 2nd week of September. We were originally going to have another BBQ at the Augustana campus in the end of September. However, we have been invited to join one of their welcome BBQs on September 4th. After the BBQ, they'll have a hockey game. Since we were originally going to fund the BBQ, and now that we don't need to do so, they asked for two things: swag, and a bus. They wanted us to bring some more students to Augustana. So, who should we bring to Augustana?

The idea is to leave main campus at around 4.30, and arrive there at 5.30 to cheer the Golden Bears.

TURNER: The idea of having council meetings at Campus St. Jean or Augustana has been brought up to me a few times. That's something for CAC to think about.

7. REPORTS *None*

8. CLOSED SESSION *NIL*

9. ADJOURNMENT NGUYEN moved to adjourn the meeting.
The motion was seconded by BORDEN.

The meeting was adjourned by BORDEN at 5.37 pm.