



COUNCIL ADMINISTRATION COMMITTEE MINUTES

2013 – 2014

Date: March 18th 2014

Time: 5.04 pm

In Attendance:

DYLAN HANWELL (Acting Chair)

MARINA BANISTER

HARLEY MORRIS

TAIMUR MALIK

CHLOE SPEAKMAN

BASHIR MOHAMED

ERIN BORDEN (Arrival: 5.25 pm)

Excused Absence:

KELSEY MILLS

Others in Attendance:

CRAIG TURNER

SACHITHA KUSALADHARMA

**1. CALL TO
ORDER:**

The meeting was called to order by HANWELL at 5.04 pm.

**2. APPROVAL OF
AGENDA**

**BANISTER moved to approve the agenda for *March 18, 2014* as tabled.
The motion was seconded by SPEAKMAN.**

***Vote 6/0/0
CARRIED***

**3. APPROVAL OF
MINUTES**

BANISTER moved to approve the minutes for *February 04, 2014* as tabled.

The motion was seconded by MORRIS.

***Vote 6/0/0
CARRIED***

4.
ANNOUNCEMENTS

HANWELL: I will be the chair for today's meeting as Councilor Borden is not able to make it.

5. NEW BUSINESS

DIE Board rulings (2013-03, 2013-05, 2013-6, 2013-07, and 2013-08)

SPEAKMAN: Are these the same ones in the council's agenda?

HANWELL: Yes they are. Do you guys have any ruling that you want to discuss?

MOHAMED: I think it's a good idea to transfer election related DIE (Discipline Interpretation and Enforcement) board rulings to ERC (Elections Review Council).

HANWELL: It's good to keep in mind that the only reason why we have so many rulings is because of the elections. I agree that ERC would be the most suitable committee to review bylaw 2200 and bylaw 2300 related rulings.

TURNER: I think it's a better option for CAC (Council Administration Committee) to refer them to ERC. In some cases it may be difficult for Discover Governance (DG) to decide which committee should handle a certain ruling. My suggestion would be to have some internal policy in CAC where you send elections related stuff to ERC.

HANWELL: Let's send them to ERC then.

BANISTER: ERC is pretty much here.

HANWELL: So are you guys (ERC) okay to take this?

SPEAKMAN: Yes. I was thinking that these would be important for transition. Next year's ERC would realize the importance of more collaboration with the CRO (Chief Returning Officer).

What if we include this internal transfer to CAC's Standing Orders?

TURNER: ERC grew out of the bylaw 2000 review committee. It was a committee created to suggest changes to the bylaw 2000 series. After that, people thought that it would be great to have this committee every year. That's why ERC was historically more into elections review.

HANWELL: Where are the specific references to the DIE board in the Standing Orders?

TURNER: It's probably not in there. It's in bylaw 1500 that CAC should review them. So, you can put into Standing Orders that anything related to elections would be transferred to ERC.

This means that somebody is looking at the rulings. It doesn't matter if CAC decides not to do anything about it.

HANWELL: Can we have an auto-forward where whenever we get ruling related to elections, we forward them to ERC? We wouldn't have to change bylaw 1500 or anything like that.

TURNER: If you are creating scenarios where certain DIE board rulings went to different committees, you are putting DG in a tight spot.

HANWELL: I'll draft out a section to put into Standing Orders by the next meeting.

SPEAKMAN: Sounds good. As we are outgoing, it has to be written somewhere so that next year's committee has a better understanding.

HANWELL: Yes. I'll just say that all elections related DIE board ruling will be forwarded to ERC.

MALIK: What's the point of reviewing the DIE board rulings?

HANWELL: DIE board rulings will mention different issues and holes within

bylaws.

MALIK: Shouldn't it go to the bylaw committee as well?

HANWELL: That's why CAC gets it. We can direct it to where it should go.

MORRIS: Currently ERC is working to get control of bylaws 2200 and 2300. We would be able to go through the rulings and remedy the bylaw holes if there are any.

2014-2015 Council Start-up

HANWELL: We have to find the dates for next year's council.

TURNER: I have prepared a list of proposed dates. Typically, we start in the first week of May and keep going till we have to miss a week for some reason. Honestly, there are some days where you will not have many people turning up. I recommend avoiding those days. The only change from the current year is that we don't have any meetings scheduled during the executive election. Ultimately, next year's council would be deciding on it.

HANWELL: What was the turnout during the executive election?

TURNER: It was fine. As people on leave don't count towards quorum, there is not necessarily a quorum issue.

BANISTER: Is not having people available the justification behind this?

TURNER: Yes. Not many people are available. It can depend wildly on how many councilors are running.

HANWELL: Can you add a note about this to the document?

TURNER: Sure.

HANWELL: Because it's next year's council who actually decides, we are just presenting them with a draft schedule which we think is the best.

BANISTER: I think that we should have a meeting during elections. The winter term is usually extremely busy, and meetings go on for a long time.

SPEAKMAN: I also think that we should have a meeting on St. Patrick's day.

MOHAMED: Can you put a note about the location?

TURNER: Shall I say that council is free to pick a location? I don't want to give specific examples.

MOHAMED: Yes. Sounds good.

HANWELL: Let's talk about having meetings during executive elections.

There can be the ability for someone to take advantage of a certain councilor being absent.

BANISTER: Why do councilors running for executive positions have to take a leave of absence anyway?

TURNER: That was a political decision made by council at the time. Initially, it was only executives who had to take a leave of absence. I don't remember the exact rationale.

MALIK: They have to campaign right? Therefore, they will be neglecting their responsibilities.

TURNER: Yes, that's part of the rationale.

HANWELL: Although we need more meetings during the winter term, would we have a large number of people missing out who may have added to the discussion?

TURNER: You can always stuff two meetings during consecutive weeks. I'm not a huge fan of that though.

BANISTER: I still feel that we should put it in there. I don't think that people will take advantage of another person being absent to approve stuff.

If you are on a leave of absence and hear that something important is happening,

what can you do?

TURNER: You will have the same rights as any other student on campus. Standing Orders say that students can provide any information item. Somebody can also sponsor you to speak. Basically, you can act as any average student.

BANISTER: So, I don't feel that it's worth to not have a meeting.

HANWELL: I'm okay with that. We can add February 24 then.

MORRIS: Wouldn't that be too much for February?

TURNER: This is just a template for next year's council. We will give them our thinking behind this.

BANISTER: We can have the 3 meetings in February and give our rationale. It's better to give them more meetings than less.

HANWELL: Sure. Would we have to move an amendment?

TURNER: No. A general consensus is enough. I'll include the date of February 24 and mention explicitly that it's during the election. I'll also include the other suggested notes.

BANISTER: What about ST. Patrick's day?

TURNER: It's an off-council Tuesday.

TURNER: In some years, CAC has taken the liberty of short listing the speaker position if there were a lot of applicants. We have 5 applications this year. I suggest that we should give it all to council. Are you good with that?

MOHAMED: Is the pay \$177 per hour?

TURNER: It is \$177 per meeting. The pay is decent. The pay is technically based on meetings. This isn't necessarily representative of the speaker's role as he/she would do a lot outside of meetings too. It balances out though. Anyway, the remuneration scheme is a little bit bizarre. I think that it should be a "salary plus a certain amount" type position. You currently get overpaid during the summer and underpaid during the rest of the year.

MALIK: Is CAC responsible for the salaries of the employees?

TURNER: Sort of. CAC is responsible for overseeing these positions. It's one of the intricacies of budgeting. Unless otherwise stated, these things would go on. CAC or council can direct certain changes though.

TURNER: The last question I have is regarding the start-up meeting. Usually, it is held on the Tuesday following the last meeting of council. I have a scheduling issue with that. I will be gone from April 4 to April 11. Normally, we would have that meeting on April 8. Councilor Borden has volunteered to be the speaker for that meeting if you decide that April 11 is the best day for it. You can also choose any other day that you find appropriate.

SPEAKMAN: Would our terms go on till May 1?

TURNER: Power is transferred after the first proper meeting. However, this is only the start-up meeting, and not the first proper meeting.

BANISTER: If we want to change it, what are our options?

TURNER: I don't think that you want to do it on April 15 because of exams. You can choose a different day early in the month such as April 2 or April 3. The items which should be performed in that meeting are: speaker hiring, choosing the meeting schedule, and appointing people to committees.

BORDEN: I think I can handle that.

BANISTER: I think Councilor Borden is qualified. But, as it's the first meeting, I would prefer if the speaker does it. So, it's better to have it during the week before.

MORRIS: I would prefer April 8. People may have night classes on other days.

BORDEN: I have a final on the Wednesday.

BANISTER: If Councilor Borden doesn't want to do it, we shouldn't force her

to.

SPEAKMAN: Can't we have it at 4pm on a Wednesday?

TURNER: You wouldn't want to schedule it while classes are still ongoing.

BANISTER: Why would it be bad to do it during the week before?

TURNER: Because it would not be on a Tuesday.

BORDEN: The best options would be April 2 and April 8.

HANWELL: How about April 29?

MORRIS: I don't think many people will be available that late.

BANISTER: Erin, are you comfortable doing it?

BORDEN: It's not that I'm not comfortable. It's the time issue because I have an exam. Can I be the speaker initially, and hand it over to the new speaker and leave?

TURNER: If you are intent on doing that, I want to let the applicants know about it.

BANISTER: That's why I feel that we shouldn't hold it on April 8.

SPEAKMAN: I also think it will be unfair for the incoming people too. There will be a lot of random questions.

HANWELL: We have the option of choosing April 2, April 3, or April 8.

MORRIS: Does it have to be the CAC chair?

TURNER: Yes. The bylaw says that it should be.

BORDEN: I will do it, but would not encourage the questions.

BANISTER: I feel that it's not a good way to start a meeting. I'm in favor of April 2.

TURNER: Bylaws are silent if both the speaker and the deputy speaker are unavailable. It would be up to council to appoint someone.

HANWELL: Would you be in favor of council making a motion for an executive to be the speaker for the day?

MALIK: What if they don't want to do it?

BANISTER: I'm not in favor of that.

BORDEN: Let's just say that the options are either April 2 or April 8.

TURNER: As this is controversial, I would require a formal motion.

BANISTER moved to have the start-up meeting of the 2014-2015 council on April 2, 2014.

The motion was seconded by SPEAKMAN.

Vote 4/2/0

CARRIED

6. REPORTS

None

7. CLOSED SESSION

NIL

8. NEXT MEETING

April 1, 2014 at 5 pm.

9. ADJOURNMENT

The meeting was adjourned at 5.45 pm.