



NOMINATING COMMITTEE MINUTES

2014 – 2015

Date: June 24th 2014

Time: 5.32 pm

In Attendance:

MARINA BANISTER (Chair)

ROGER CROUTZE

KATHRYN ORYDZUK

AIMAN ZEINEDDINE

Excused Absence:

NAVNEET KHINDA

INSUNG PEAK

Others in Attendance:

SACHITHA KUSALADHARMA

**1. CALL TO
ORDER:**

*ORYDZUK moved to call the meeting to order.
The motion was seconded by CROUTZE.
CARRIED*

The meeting was called to order by BANISTER at 5.32 pm.

**2. APPROVAL OF
AGENDA**

*ORYDZUK moved to approve the agenda for June 24, 2014 as tabled.
The motion was seconded by ZEINEDDINE.
Vote 4/0/0
CARRIED*

**3. APPROVAL OF
MINUTES**

*ZEINEDDINE moved to approve the minutes for June 10, 2014 as tabled.
The motion was seconded by ORYDZUK.
Vote 3/0/1 (Abstention by CROUTZE)
CARRIED*

4.

BANISTER: Would you guys like to have meetings in a different place? For

ANNOUNCEMENTS example, a picnic table outside?

The committee was in favor.

5. OLD BUSINESS

Reviewing Standing Orders

BANISTER: We went through the Standing Orders of last year. As you all know, this is only the second year of this committee. As such, the Standing Orders are a little shaky. So, we basically went through them line by line. From my recollection, we didn't complete what we were doing last time.

ZEINEDDINE: We have to go back to 2 (E). What's the confusing part about that?

BANISTER: We were wondering whether it needed to be there at all.

ORYDZUK: We should leave it in with better wording.

ORYDZUK: For 4 (A), why does the Administrative Assistant do it? Shouldn't the Speaker be doing it?

BANISTER: I don't know. I think he/she would arrange the meeting. The Speaker would facilitate it.

ORYDZUK: Regarding the point about confidentiality (Point 5), I have two comments. First, it should be "that" instead of "which". Second, do documents come into their possession? Or do they just see them?

BANISTER: Hypothetically, you could be emailed the applications.

I would also like this to go beyond documents and say something like "shall not disclose personal information". Even if I can't show someone a resume, it doesn't mean that I can't tell him/her about it.

CROUTZE: Can't you say "confidentiality of information that comes into their possession"?

ORYDZUK: Documents come within information. But information doesn't necessarily fall under documents.

BANISTER: I feel the word "information" is too severe. In that way, we wouldn't be allowed to tell people about this discussion.

ORYDZUK: The minutes are public.

CROUTZE: We may say private information instead of personal information.

BANISTER: Can we say "any information deemed sensitive"?

ORYDZUK: Who deems it sensitive then? A better term would be "sensitive information".

The committee went through the Standing Orders line-by-line and made the following changes:

- *Capitalizations for "Committee", and semicolons after each sub-point other than the last sub-point.*
- *1 (B): "undergraduate student-at-large representative"*

- *positions” instead of “undergraduate student-at-large positions”.*
- *1 (C): “by-election” instead of “bi-election”.*
- *1 (D): “student-at-large representative positions” instead of “student positions”.*
- *2 (A): “student-at-large representative positions” instead of “student representative seats”.*
- *2 (A) (ii) “The first order of business upon receiving a new request is deciding on the application process and timeline” instead of “The first order of business upon receiving a new request is the application process and timeline shall be decided”.*
- *2 (B) “student-at-large representative positions” instead of “seats”.*
- *2 (E): “Review applications to the Nominating Committee based on the immediacy of their meeting schedules” instead of “Solicit and review applications to committees etc. preferentially based on the immediacy of their meeting schedules”.*
- *3 (D): “A member” instead of “All members”.*
- *4 (A): “Nominating Committee” instead of “Bylaw Committee”.*
- *4 (B): “the committee shall set out a meeting schedule” instead of “set out a meeting schedule”.*
- *5: “All members shall ensure the security and confidentiality of sensitive information that comes into their possession by virtue of their membership on the Nominating Committee” instead of “All members shall ensure the security and confidentiality of documents which come into their possession by virtue of their membership on the Committee”.*

ORYDZUK moved to omnibus all changes made to the Standing Orders of the Nominating Committee.

The motion was seconded by CROUTZE.

Vote 4/0/0

CARRIED

ORYDZUK moved to approve the amended Standing Orders of the Nominating Committee.

The motion was seconded by ZEINEDDINE.

Vote 4/0/0

CARRIED

6. NEW BUSINESS

Discussion on membership

BANISTER: We currently have 1 vacancy in the Committee. Apart from the

members here today, Vice-president Khinda and Councilor Peak are members. The vacancy will be filled by Council.

I would like to have a policy where a seat would be available to the floor if someone misses 4 meetings in a row without a proxy or an explanation. I don't know how you guys feel on that.

ZEINEDDINE: This is a good point. Four meetings would be sufficient.

CROUTZE: It's quite a few meetings to miss. So, it's reasonable. The Grant Allocation Committee has a scheme where if you miss two meetings in a row, the chair can put forth a motion to discuss your membership. The committee would move in-camera, and you would present your excuses. Afterwards, the committee would come to a decision about your membership.

BANISTER: I wouldn't like to have something like that. This is more to do with courtesy. I don't want to waste people's time if we are not going to make quorum. Our meetings would happen as needed. There would be times where we may need to meet more than every other week. On the other hand, if there's nothing to get done, we may not meet that much.

ORYDZUK: I wouldn't want to emulate the Grant Allocation Committee's model. The inquiry may get a little awkward. Four meetings would be good. Also, if the person wants to reclaim the seat by running again, they should be able to do that.

CROUTZE: Is this an automatic removal?

BANISTER: I would like that to be the case instead of wasting another meeting for a discussion.

ORYDZUK: How do you have a discussion with someone who is not present at all?

CROUTZE: That person can send an email explaining his/her reasons. Actually, it would be better if the person wasn't there.

BANISTER: The person would not necessarily want the reasons to be discussed in the meeting. I wouldn't like that if it was me.

CROUTZE: Would the person be sent a reminder?

BANISTER: I could do that.

Should we pass a motion about this?

CROUTZE: There should be a motion about it.

ORYDZUK: We should have it in our Standing Orders.

CROUTZE moved to amend the Nominating Committee's Standing Orders by adding a Section 3 (E) as follows:

3. (E) Should a Committee member be absent from four (4) consecutive meetings without proxy or notice, their seat shall be considered vacant and reopened to Council.

The motion was seconded by ORYDZUK.

Vote 4/0/0

CARRIED

BANISTER: This doesn't say anything about a reminder. Would you like that to be up to the discretion of the chair?

CROUTZE: Yes.

BANISTER: Great. So, this policy would start now. I will email everyone about this change in particular, and the changes to the Standing Orders in general.

There's a very good chance we would not have a meeting in the next few weeks.

ORYDZUK: I have a question to the chair. It's good to have a list of committees that regularly need to be filled by the Nominating Committee.

BANISTER: Yes. I will make the list.

7. CLOSED SESSION *NIL*

8. NEXT MEETING *To be decided.*

9. ADJOURNMENT ***CROUTZE moved to adjourn the meeting.
The motion was seconded by BANISTER.
Vote 4/0/0
CARRIED***

The meeting was adjourned by BANISTER at 6.17 pm.