
**Tuesday, August 21, 2018
6:00PM
Council Chambers, University Hall**

LATE ADDITIONS (SC-2018-07)

- 2018-07/1** **SPEAKERS BUSINESS**
- 2018-07/2** **PRESENTATIONS**
- 2018-07/3** **EXECUTIVE COMMITTEE REPORT**
- 2018-07/4** **BOARD AND COMMITTEE REPORT**
- 2018-07/5** **OPEN FORUM**
- 2018-07/6** **QUESTION PERIOD**
- 2018-07/7** **BOARD AND COMMITTEE BUSINESS**
- 2018-07/8** **GENERAL ORDERS**
- 2018-07/9** **INFORMATION ITEMS**
- 2018-07/9o** CAC Chair Report
See SC-2018-07.017.
- 2018-07/9p** Audit Committee Chair Report
See SC-2018-07.18.
- 2018-07/9q** Policy Committee Chair Report
See SC-2018-07.19
- 2018-07/9r** Finance Committee Chair Report
See SC-2018-07.20
- 2018-07/9s** Executive Committee Report
See SC-2018-07.21



COUNCIL ADMINISTRATION COMMITTEE

Date: 18 August 2018

To: Students Council

From: Chair, Council Administration Committee, Connor Palindat

Subject: Chair's Report - Spring/Summer Term

Dear Students' Council:

In accordance with Bylaw 100, Section 16 the following written report has been submitted, on-time, to the University of Alberta Students' Union, Students' Council. This report has been completed to permit decisions of Council Administration Committee (CAC) to be approved as outlined in Bylaw 100, Section 16(3).

1. Activities of Committee

The activities of CAC this trimester have focused on ensuring that the jackets for councilors were ordered in a timely manner as well as improving the engagement of councilors and involvement in the first week of classes.

- Finalizing CAC Budget (Available on Google Drive)
- Jacket Orders (Delivered by end of August)
- Begun work on new Council Mentorship Program (To be completed by By-Election)
- Begun work on Social Media Sub-Committee (To be completed by end of September)
- Updated Standing Orders for Faculty Association (FA) Expectations
- Formal Recommendation to Executive Committee regarding Week of Welcome (WOW) and New Student Orientation (NSO)
- Worked with UASU Marketing Department on the creation of new Handbill and Banners for events
- A secured spot in TAWOW
- Presentation to Students' Council on WOW and NSO Involvement Opportunities

2. Decisions of Council Administration Committee

Please note this does not include decisions made in the 2018-07 meeting as minutes were not prepared at the time of writing.

2018-00/1b	PALINDAT/FLAMAN MOVED to approve the agenda.	CARRIED	2018-00
2018-00/3a	PALINDAT is declared appointed as chairperson of Council Administration Committee by secret ballot.	N/A	2018-00
2018-00/3b	FARRIS/PALINDAT MOVED to approve and adopt the Standing Orders as included in CAC-2018-00.01.	CARRIED	2018-00
2018-00/3c	FARRIS/BILAK MOVED to approve the Spring/Summer Meeting Schedule	CARRIED	2018-00

2018-01/3a	PALINDAT/FARRIS MOVED to approve the Council Administration Committee budget.	CARRIED	2018-01
2018-02/3a	PALINDAT/THIBAUEAU MOVED to approve and confirm the Atlantis Full-Zip Fleece Hoodie SFZ-1 style for Students' Council jackets	CARRIED	2018-02
2018-02/4c	FARRIS/THIBAUEAU MOVED to reconsider Slack as the platform of Students' Council communication and return to using WhatsApp.	CARRIED	2018-02
2018-03/3b	LARSEN/KIM MOVED to requisition \$400 from the Council Administration Committee engagement budget in order to subsidise the Students' Council jackets at cost.	CARRIED	2018-03
2018-05/3a	THIBADEAU/PALINDAT MOVED to update Council Administration Committee Standing Orders as attached.	CARRIED	2018-05
2018-05/3b	PALINDAT/THIBAUEAU MOVED to nominate one standing member of the Council Administration Committee as the primary administrator and overseer of Students' Council social media.	CARRIED	2018-05
2018-06/2a	PALINDAT/BILAK MOVED to allow a presentation by the Vice-President Student Life.	CARRIED	2018-06
2018-06/2a	FLAMAN/THIBAUEAU MOVED to table the presentation 2018-06/2a indefinitely.	CARRIED	2018-06
2018-06/3a	PALINDAT/THIBAUEAU MOVED to make a formal recommendation to the Executive Committee to increase the involvement of Students' Council in regards to Week of Welcome Orientation and other new student orientation activities.	CARRIED	2018-06
2018-06/4a	PALMER/BILAK MOVED to reconsider the motion tabling 2018-06/2a.	CARRIED	2018-06

3. Fall Meeting Schedule

The fall meeting schedule will continue to be at 5PM on Students' Council Tuesdays and/or as required.

4. Summary

I have had a fantastic time leading CAC through the Spring and Summer and I strongly believe this has been one of the most successful trimesters for CAC in recent years. I am excited for what is to come in the committee in the 2018-19 school year.



**COUNCIL
ADMINISTRATION
COMMITTEE**

Thank you for your care and attention. Please feel free to make any inquiries you deem appropriate. A response will be provided within twenty-four (24) hours.

Regards,

Connor Palindat
Chair, Council Administration Committee

(Submitted electronically)



AUDIT COMMITTEE

Date: 18 August 2018

To: Students Council

From: Chair, Audit Committee, Connor Palindat

Subject: Chair's Report - Spring/Summer Term

Dear Students' Council:

In accordance with Bylaw 100, Section 16 the following written report has been submitted, on-time, to the University of Alberta Students' Union, Students' Council. This report has been completed to permit decisions of the Audit Committee to be approved as outlined in Bylaw 100, Section 16(3).

1) Activities of Committee

The Audit Committee has been relatively quiet this semester as we have not, as of writing, received any documents to audit. We have partaken in the following activities:

- Allocation of Audits
- Audit Process Presentation
- KPMG Audit Planning Presentation
- Financial Statement Review

2) Decisions of Audit Committee

2018-00/1b	THIBAUDEAU/STATT MOVE to approve the agenda.	CARRIED	2018-00	05/08/2018
2018-00/3a	PALINDAT is declared the Chair of the Audit Committee.	N/A	2018-00	05/08/2018
2018-00/3b	THIBAUDEAU/STATT MOVE to approve the Adoption of Standing Orders.	CARRIED	2018-00	05/08/2018

3) Fall Meeting Schedule

- To Be Confirmed

Thank you for your care and attention. Please feel free to make any inquiries you deem appropriate. A response will be provided within twenty-four (24) hours.

Regards,

Connor Palindat
Chair, Audit Committee

(Submitted electronically)

August 20th, 2018

RE: Policy Committee Chair's Report

Dear Students' Council,

I hope everyone has had a grand summer and is eagerly anticipating the return of classes as much as I am! Policy Committee has been a blast over the summer, I truly like it. Over the last four months, I have had the honour to Chair the Policy Committee and am very thankful for this opportunity. I look forward to the rest of the year and all the work that comes with it (and the chance to redeem myself by submitting the next two trimesterly reports on time).

The Policy Committee has had 8 meetings so far this summer (and will have one more before the end of this semester on August 30th). Our fall meeting schedule will be bi-weekly on off-council Tuesdays from 5:00pm to 7:00pm (starting on September 11th). But with our 9 meetings over the full course of the Spring/Summer term, just how effective and hard-working has the Policy Committee been? Keep on reading to find out more.

Policy Committee's Activities during the Summer Semester

With eight policies that require renewal by the end of the 2018/19 Council term and three leftover policies that were not completed within last years deadline, Policy Committee has A LOT ON THEIR PLATES AND A TIGHT SCHEDULE TO COMPLETE ALL THIS WORK.

- General Plan
 - Divided up all the policies that require renewal to 1-3 person teams at the May 24, 2018 meeting (other committee members assist in varying capacities as well).
 - Periodically checked in on policies over the summer depending on level of completion and any additional work completed on the policies.
 - Completed a check-in on all policies on August 2nd, most policies are on time or slightly behind schedule.
- Residence Policy
 - Was not approved in time for last year's deadline.
 - Reviewed proposed amendments discussed last year and came to the conclusion that few edits were required.
 - Has since gone through both readings at council and is now updated.
- Internationalization Policy
 - Was reviewed and commented on last year (was not up for renewal).
 - Attempted to send it for first reading earlier in the term, but found more review was required.
 - Has since been reviewed and researched over the spring/summer.
 - Appears that policy will be ready to send for first reading in early September.
- Non-partisan Policy
 - New policy that was in the process of being created last year (but had not been brought to Policy Committee yet).

- Reviewed and proposed few edits.
- Heading to second reading at August 21st Student Council meeting.
- Capital Projects Policy
 - Initial ideas for larger overhaul scrapped due to alignment with purpose of political policies.
 - Some revisions added regarding definitions.
 - Heading to first reading at August 21st Student Council meeting.
- Gender Policy
 - Initial review found that substantial renewal required.
 - Determined that a *Equity, Diversity, and Inclusion* policy would be a better approach.
 - Substantial amount of research and outreach completed.
 - Review of Facts will be occurring at next Policy Committee meeting (August 30th).
 - Continued review and renewal will occur after this point for resolutions.
- Engagement Policy
 - Found opportunity for expansion of policy.
 - Some revisions connected to engagement in student issues completed, revisions connected to engagement with campus community to be completed.
 - Can expect first principles to come to Student Council in September.
- Truth and Reconciliation Committee Policy
 - Initial review completed alongside ARRC found that complete rewrite required.
 - ARRC recommended joint meeting:
 - Initial revisions were developed and discussed at the meeting.
 - Direct output of the meeting was the assignment of the policy to two members (one from Policy and one from ARRC) as well as the development of an outlined engagement process to be followed.
 - Opportunity to participate in ARRC Town Hall identified and sought for for engagement process.
 - Will check-in on policy in early September.

The following policies have also been assigned and initial reviews of the policy have been completed identifying; potential groups to engage, specific sections of the policy that require renewal, and potential timelines. Possible (and not stringent) deadlines are provided.

- Student Employment Policy - Aspiring completion date in late October
- Food Policy - Aspiring completion date in late October
 - Was not approved in time for last year's deadline.
- Quality Instruction Policy - Aspiring completion date in November
- Students in Governance Policy - Aspiring completion date in November
- Experiential Learning Policy - Aspiring completion date in November
- CSJ Linguistic Accessibility Policy - Aspiring completion in January-February
 - Was not approved in time for last year's deadline.

So yes, Policy Committee has been working hard! I am very thankful for my diligent and hard-working team. Below is the summary of decisions, recommendations, and motions (but I'll conclude here since that's all governance gobbledegook). Please let me know if you have questions and reach out to me at raitz@ualberta.ca. Hope you all have a superb end to your summer!

Stephen Raitz
UASU Arts Councillor
Policy Committee Chair

Summary of decision, recommendations, and motions

ITEM	MOTION	RESULT	VOTES
Motions - May 10 - First Meeting			
2018-00/1b	BOURGEOIS/BILAK MOVED to approve the agenda.	CARRIED	7/0/0
2018-00/3a	RAITZ is declared appointed as chairperson of Policy Committee by secret ballot.	N/A	Secret Ballot
2018-00/3b	BHATNAGAR/PALMER MOVED to amend the Standing Orders to non-gendered language to be implemented for the next meeting.	CARRIED	7/0/0
2018-00/3b	BOURGEOIS/FARRIS MOVED to approve and adopt the Standing Orders as included in PC-2018-00.01.	CARRIED	7/0/0
2018-00/3c	BOURGEOIS/PALMER MOVED to approve the Spring/Summer Meeting Schedule for off-council Thursday's at 6:00PM, every other week, starting on May 24th.	CARRIED	7/0/0
Motions - May 24 - Second Meeting			
2018-00/1b	FARRIS/BILAK MOVED to approve the agenda.	CARRIED	6/0/0
2018-00/1c	FARRIS/BILAK MOVED to approve the PC-2018-00-M minutes.	CARRIED	5/0/1
Motions - June 6 - Third Meeting			
2018-00/1b	FARRIS/BOURGEOIS MOVED to approve the agenda.	CARRIED	6/0/0
2018-00/1c	BOURGEOIS /FARRIS MOVED to approve the PC-2018-01-M minutes.	CARRIED	6/0/0
2018-02/3a	BHATNAGAR/FARRIS MOVED to approve the Residence Policy. Students' Council for First Reading.	CARRIED	6/0/0
Motions - June 21 - Fourth Meeting			
2018-00/1b	FARRIS/BROWN MOVED to approve the agenda.	CARRIED	5/0/0

2018-00/1c	FARRIS/BILAK MOVED to approve the PC-2018-02-M minutes.	CARRIED	4/0/1
2018-03/3d	BILAK/PALMER MOVED to send the Residence Policy to Students' Council for Second Reading.	CARRIED	5/0/0
Motions - July 5 - Fifth Meeting			
2018-00/1b	BROWN/PALMER MOVED to approve and amend the agenda to include a review of the nonpartisan Policy as item 2018-04/3b.	CARRIED	7/0/0
2018-00/1c	PALMER/BILAK MOVED to approve the minutes of PC-2018-03-M.	CARRIED	6/0/1
Motions - July 19 - Sixth Meeting			
2018-00/1b	BROWN/PALMER MOVED to amend and approve the agenda to reflect these changes.	CARRIED	7/0/0
2018-00/1c	PALMER/BHATNAGAR MOVED to approve the minutes of PC-2018-04-M.	CARRIED	6/0/1
2018-05/3a	BROWN/BHATNAGAR MOVED to approve the First Principles of the Non-Partisan Political Policy.	CARRIED	7/0/0
2018-05/3b	PALMER/BILAK MOVED to approve the first principles of the Internationalization Policy.	NOT CARRIED	0/7/0
Motions - August 2 - Seventh Meeting			
2018-00/1b	BHATNAGAR/BROWN MOVED to approve the agenda	CARRIED	8/0/0
Motions - August 16 - Eighth Meeting			
2018-00/1b	PALMER/THIBAudeau MOVED to approve the agenda.	CARRIED	5/0/0
2018-00/1c	THIBAudeau/STATT MOVED to approve the minutes of PC-2018-06-M.	CARRIED	6/0/1
2018-07/3b	STATT/LEY MOVED to bring the Capital Projects Policy forward for first reading at the SC-2018-07 meeting of Student Council.	CARRIED	5/0/0
2018-07/3b	PALMER MOVED to amend the Policy to mention recreational, social, and support spaces within the Capital Projects Policy.	CARRIED	5/0/0
2018-00/3c	LEY/THIBAudeau MOVED to bring the Non-Partisan Policy forward for second reading at the SC-2018-07 meeting of Student Council.	CARRIED	5/0/0

Date: 18/08/18

To: Students' Union Council

Re: Finance Committee Report 1 2018

Dear Council,

Hello, and welcome to Finance Committee's (FinCom) first report of the year. We have had a decently mild summer workload, having met only 3 times in person. In general, Finance Committee has gone through some procedural work, such as appointing some members to sit on a variety of granting committees. Once DFU report season comes, the committee will be substantially busier. I will walk you through the areas that we have tackled thus far, and then outline what we as a committee will be focusing on in coming months.

Standing Orders

Although we approved the Standing Orders at our first meeting, it has been noted in recent meetings that they may need a more thorough comb through. We have made some amendments, notably changing 16.6A to make adjudication committees more manageable for our Awards and Recognition department. We have begun a Google Doc to suggest more edits in a more holistic manner, to ensure that they are all still relevant, and that FinCom is being used to its full potential. We will be taking a closer look particularly at how FinCom requests reports from DFUs and what exactly the committee needs to get from them, as it is currently ambiguous. Clearer wording makes for a stronger, standardized process to decrease time delays in approval processes or potential miscommunication. We will continue this conversation, as well as ones in regards to other aspects of the standing orders at future meetings.

Approval of "Get out the Vote" funding

In the next year, there will be both provincial and federal elections happening. The result of both elections have the power to be swayed dramatically by the post-secondary demographic vote. As UASU is part of both CAUS and CASA, our provincial and federal advocacy groups respectively, we will be working with them to draw awareness to the importance of political participation within our membership. This will come in the shape of a Get Out the Vote campaign, orchestrated by a Campaign Coordinator. This position's salary, in addition to the cost of the campaign's materials, we have budgeted a total of \$40,000. The money comes out of the Campaign and Advocacy reserve, and, as outlined in Bylaw 3000 3.6, exists for this purpose and must be approved through Finance Committee. This occurred via electronic vote in mid July, and we have open applications for the new position.

Access Fund Presentation

At our July meeting, we had Fiona Halbert of the Registrar's Office come and give a presentation on the Access Fund, one of our DFUs. I thought this would be beneficial for the committee as Access Fund can be quite complicated due to the fact that it is a shared fund with the university. In short, it is a scholarship fund for students in financial need, partially funded by a \$15 fee from students, and also contributions from the University and other grants. Although the presentation was quite content heavy, I hope the members gleaned some insight into how the Access Fund works. I will be setting up a couple pre-budget season budget seminars to help FinCom members feel confident in reviewing the budget too. Feel free to drop in if this is something that interests you.

Topics for the Future

In addition to the above goals for FinCom, I'd also like to discuss how we should approach the funding for our building, particularly in light of the University's 1 billion dollar debt with their facilities. If we can come up with a sustainable plan for SUB, that would be a dream, and the conversation will start at FinCom. This could look like the creation of a fee by council, going to referendum for each individual project, or maybe creating a single renovation fund fee. The opportunities are abundant, and I look forward to bouncing ideas off of everyone. We will also be furthering conversations around executive compensation, and the process through which it is set. Financial barriers should not be the reason that someone does not run for an elected position, thus we must ensure that the actual compensation of these positions are appropriate. Whether this be decided through an "Executive Compensation Committee" or through FinCom, the discussion will start with the later in the next couple weeks.

Motion Tracker

2018-00	MEETING DID NOT ACHIEVE QUORUM. TO BE RESCHEDULED/CONDUCTED ONLINE.	N/A
2018-01/1e	BILAK/HADDOUCHE MOVED to approve the Finance Committee Standing Orders.	CARRIED
2018-01/3a	BILAK/LIN MOVED to set Finance Committee meetings to the first non-Council Thursday of every month at 5:15PM for the duration of the Summer.	CARRIED
2018-01/3b	RIPKA MOVED to appoint two (2) members of Finance Committee to the SU Awards Adjudication Committee.	CARRIED
2018-01/3c	RIPKA MOVED to appoint one (1) member of Finance Committee to the Golden Bears and Panda Legacy Fund.	CARRIED
2018-01/3d	RIPKA MOVED to appoint one (1) member of Finance Committee to the Student Group Granting Committee.	CARRIED
2018-02/2a	SUNDAY/BILAK MOVED to amend §7.1(a) of Standing Orders to replace the term 'long-term proxy' with 'councillor-designate'.	CARRIED

2018-02/3a	RIPKA/SUNDAY MOVED to amend Standing Order §16.6(a) to read "A permanent staff of the Leadership & Recognition Unit as Chair".	CARRIED
2018-02/3a	RIPKA/BOURGEOIS MOVED to appoint Haddouche and Bilak to the Student Group Granting Committee.	CARRIED
2018-02/3a	RIPKA/SUNDAY MOVED to appoint Lin, Hosseiny, and Anderson to the SU Awards Adjudication Committee.	CARRIED
ONLINE VOTE	RIPKA/BOURGEOIS MOVE to approve the use of \$40,000 from the Campaign & Advocacy Reserve for this year's Get Out the Vote Campaign	CARRIED

Thank you all for tuning in and taking interest in what FinCom has been up to for the summer. If you feel passionate about any of the above, or if you have ideas of what FinCom should be working on, never hesitate to email me at emma.ripka@su.ualberta.ca. Or, if you are interested in attending one of our meetings as we begin this semester, feel free!

Kind regards,

Emma Ripka

UASU VP Operations and Finance
Finance Committee Chair
Emma Ripka

Date: 21/08/2018

To: Students' Union Council

Re: Executive Committee Report

Dear Council,

We've made it through the first semester! Almost a third of the way through the year now as well. My apologies for having this report on the Late Additions (I haven't had a day off in a while and that usually is when I do reflective work). This report will be brief, as the Executive committee will produce public trimester reports which will have more information.

Department of Research and Advocacy

We have redeveloped our Department of Research and Advocacy to give it more stability, a stronger focus on research, and more internal supports. We have selected a new department head and are interviewing for the external advisor and GOTV positions. I will have a full update in September as for how that process went and the new staff structure.

Advocacy

Advocacy is a constant part of the Executive Committees work. Some quick updates; wwwVP Brown is the Chair of CASA, VP Bhatnagar the Chair of OER Advocacy Committee, VP Bourgeois has re-established ECV's executive, VP Ripka has launched Switchboard with the University. I am thrilled to sit on CASA's new EDI committee, started on a GOTV campaign, oversaw Residence and Non-Partisan Policy, and furthered our interests at a number of events.

To Note/Ongoing:

- Signed all new tenants for the food court, including Fillistix in SUB lower level
- Redesigned the Conferencing and Events portfolio and a new front end
- Expanded SUTV and awaiting agreements with a number of partners
- Approved several job descriptions for new hires and student staff
- Presented differed maintenance priorities to University and found mutual interests
- Approved a number of temporary positions for GOTV, Marketing, and the DRA
- Approved staff attending COCA conference to present to partners
- Participated in redeveloping the marketing vision for the UASU, including IT infrastructure, rebranding, and overall value statements
- Developed Executive Committee goals

Please see the committee archive and minutes for more information.

UASU President
Reed Larsen