ATTENDANCE

<table>
<thead>
<tr>
<th>NAME</th>
<th>PROXY</th>
<th>PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Saadiq Sumar (Temporary Chair)</td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Nicole Hammond</td>
<td></td>
<td>Y</td>
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<tr>
<td>Anthony Nguyen</td>
<td></td>
<td>Y</td>
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<tr>
<td>Brandon Prochnau</td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Reed Larsen</td>
<td></td>
<td>Y</td>
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<tr>
<td>Saba Al Hammouri</td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Sandy Brophy</td>
<td></td>
<td>Y</td>
</tr>
<tr>
<td>Umer Farooq</td>
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<td>Y (5:15)</td>
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</tbody>
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MINUTES (AC 2016-0)

2016-0/1 INTRODUCTION

2016-0/1a Call to Order

Meeting called to order at 5:01 pm.

2016-0/1b Approval of Agenda
HAMMOND/LARSEN moved to approve the agenda for April 28, 2016 as tabled.
Vote 6/0/0
CARRIED

2016-0/1c Approval of Minutes
None.

2016-0/1d Chair’s Business
SUMAR: This is what this committee’s agenda would generally look like. Some of the items here will not be relevant today.

2016-0/2 QUESTION/DISCUSSION PERIOD

2016-0/3 COMMITTEE BUSINESS

2016-0/3a Selection of a Chair
SUMAR: The Chair’s duty is outlined in the Standing Orders. Are there any nominations?

AL HAMMOURI nominated HAMMOND as the Chair.
HAMMOND accepted the nomination.
No other nominations.
HAMMOND is chosen as the Chair.

2016-0/3b Adoption of Standing Orders
HAMMOND: Didn’t Deb say that this is not the most current version of the Standing Orders?
SUMAR: There are 2 versions that she sent out. She only printed out one, so I don’t know which one is which. I believe what’s in front of
you is the most recent copy that could not be approved by the Audit Committee. The former Audit Committee Chair wanted to make a bunch of additional changes, but was never able to. So, I guess this is his version as opposed to the last version that the committee approved. I'm not sure though.

LARSEN: I read both. There are a few clerical things that have been changed. The old version didn't have good writing. This is a lot clearer.

SUMAR: Yes, this looks like the most updated version. Are there any changes that you like to make to the Standing Orders?

LARSEN: for 10) 4), do we actually set an actual time for the deadline to submit agenda items?

HAMILMOND: Isn't it Friday at 10:00 am?

SUMAR: For Council, it's a specified time. It is 3 business days before the meeting at 8:00 am. So, it's Friday at 8:00 am. For committees, it works a bit differently. It's whatever you guys decide.

LARSEN: We already have the deadline for publishing which is 24 hours prior. So, we can do the exact same thing.

HAMILMOND: It seems reasonable.

SUMAR: Any other changes apart from the obvious 2016-2017 as the year, and the last approved date of April 28, 2016?

HAMILMOND: The titles of number 6) and number 12) have spelling errors.

SUMAR: Councilor Farooq has some changes he likes to make as well. He says that the Audit Committee doesn't look at Dedicated Fee Units (DFUs) anymore. It's all under Finance Committee now. So, basically 1) a) is obsolete.

HAMILMOND: If the previous Chair has any changes, can they be implemented later?

SUMAR: Yes. Standing Orders can be changed any time.

FAROOQ: I don't know if we want to set a deadline for Faculty Associations to submit their documents by.

SUMAR: I don't think there's a deadline. I guess most try to submit by September.

FAROOQ: I guess we can informally set one anyway by letting them know that we want the documents by this particular date.

HAMILMOND: I know there's a deadline on us to do it within 4 weeks, but not the other way.

FAROOQ/HAMILMOND moved to adopt the Audit Committee’s Standing Orders as amended.

Vote 7/0/0

CARRIED

Amendments to the Standing Orders:
• Last Approved date should be April 28, 2016.

• The year under the Heading should be 2016-2017 instead of 2015-2016.

• Subsection 1) 1) a) is obsolete, and should be removed.

• Title of 6) should read PROXIES/GUESTS instead of PROXIES/GEUSTS.

• 10) 4) a) Members shall send all items for each meeting Agenda to the Students’ Council Administrative Assistant 24 hours prior to the meeting.

• Title of 12) should read CONFIDENTIALITY instead of CONFIDENTIALLITY.

2016-0/3c Confirmation of Spring/Summer meeting schedule

The committee discussed on possible meeting dates. It was tentatively decided to schedule meetings every 2 weeks on off-council Wednesdays at 6:00 pm, and cancel them if there’s no business. The first meeting was scheduled for an on-council Wednesday to prevent overlap with the Policy Committee meeting.

2016-0/4 INFORMATION ITEMS

2016-0/5 ADJOURNMENT

FAROOQ/AL HAMMOURI moved to adjourn the meeting.
Vote 7/0/0 CARRIED

2016-0/5a Next Meeting: May 18, 2016 at 6:00 pm.
2016-0/5b  Meeting adjourned at 5:24 pm.

**SUMMARY OF MOTIONS**

<table>
<thead>
<tr>
<th>MOTION</th>
<th>VOTES</th>
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<tbody>
<tr>
<td><em>HAMMOND/LARSEN</em> moved to approve the agenda for April 28, 2016 as tabled.*</td>
<td>6/0/0 - CARRIED</td>
</tr>
<tr>
<td><em>FAROOQ/HAMMOND</em> moved to adopt the Audit Committee’s Standing Orders as amended.*</td>
<td>7/0/0 - CARRIED</td>
</tr>
<tr>
<td><em>FAROOQ/AL HAMMOURI</em> moved to adjourn the meeting.*</td>
<td>7/0/0 - CARRIED</td>
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