ATTENDANCE

<table>
<thead>
<tr>
<th>NAME</th>
<th>PROXY</th>
<th>PRESENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jared Burton</td>
<td></td>
<td>N</td>
</tr>
<tr>
<td>Victoria Dejong</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Donald Ademaj</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Kevin Wang</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Levi Flaman</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Vivian Kwan</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Cody Bondarchuk</td>
<td>N</td>
<td></td>
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<tr>
<td>Thomas Patrick</td>
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MINUTES (CAC 2015-08)

2015-08/1 INTRODUCTION

2015-08/1a Call to Order

WANG/FLAMAN move to appoint DEJONG as the interim chair.

5/0/0 CARRIED

Meeting called to order at 18:07.
2015-08/1b Approval of Agenda

ADEMAJ/FLAMAN move to approve the agenda.

5/0/0
CARRIED

2015-08/1c Approval of Minutes

WANG/ADEMAJ move to approve the minutes.

4/0/1
CARRIED

2015-08/1d Chair’s Business

Elect new Chair for the Council Administration Committee

WANG nominated FLAMAN as a candidate of the new chair, while FLAMAN nominated ADEMAJ. Both FLAMAN and ADEMAJ were given 30 seconds to give a speech for the election.

FLAMAN/ADEMAJ move to suspend standing orders to allow PATRICK to vote in electing the new chair.

PATRICK spoke against this motion and stated he would like to abstain from voting in the election as he explained that the interim chair can refrain from voting until there is a tie.

2/2/0
DEFEATED

ADEMAJ/WANG move to use secret ballot in election of the new chair.

3/0/1
CARRIED
DEJONG collected all ballots and after counting, ADEMAJ was elected as the new chair for the Council Administration Committee.

FLAMAN brought up the issue of catering for Council in Fall term. ADEMAJ will email BONDARCHUK to ask him about this issue.

2015-08/2 OLD BUSINESS

2015-08/3 NEW BUSINESS

2015-08/3a Students’ Council Clothing

PATRICK/FLAMAN move to move item 4c “Students’ Council Clothing” to item 3a.

5/0/0 CARRIED

PATRICK had concerns about Students’ Council clothing and asked the committee to hold this order until reassessment. He had several concerns. First, the hoodie is black which is too blended to be eye-catching. Second, the apparel is too causal for formal occasion; he suggested business causal apparel, such as a fleece. Third, he would like to include incoming councilor in the order as the by-election is coming soon. He brought his concerns to ZHANG and he agreed to delay it.

WANG proposed to create a Google doc for councilors to vote for the clothing they like and select the one with most votes. This will avoid a lot of unnecessary debate in Council.

DEJONG spoke against it as she prefers to deal with the order in committee. ADEMAJ agreed with DEJONG as it takes a lot of time for people to vote. He thinks that dealing it in committee will avoid further delay.

WANG suggested giving councilors a notice about the discussion of the Council clothing. ADEMAJ and DEJONG agreed.

ADEMAJ concerned that they might go over-budget for the clothing as he have spent $120 for two town halls already, and he is planning
another one. PATRICK stated that each councilors might need to pay $20 for the most expensive one amongst the three proposed choice. FLAMAN suggested that councilors might not be in a position to pay. DEJONG suggested asking Exec for PA if they are over-budget as councilors are not expected to pay extra. FLAMAN agreed and he thinks it is reasonable as the clothing can be tie-in with marketing of the SU. WANG also agreed bringing this to the Exec if they are over-budget.

The committee and PATRICK agreed to put this forward as soon as possible. ADEMAJ concluded that CAC will be discuss this issue in the next meeting and DEJONG suggested inviting the incoming councilors to CAC’s next meeting to let them know about the clothing.

PATRICK/DEJONG move that the Council Administration Committee does not proceed with a Council apparel’s purchase until the garment choice is confirmed at the October 6th meeting.

5/0/0
CARRIED

**2015-08/4**  **DISCUSSION**

**2015-08/4a** Standing Order Working Copy

The committee went over the copy and discovered several typos: the heading of section 6 “Proxies/Geusts” on p.2 and heading of section 18 “Confidentiallity” on p.5.

DEJONG stated that the Governance Review Task Force will be making a lot of recommendations on how Council operates, so she suggested bringing comments to RAHMAN.

FLAMAN suggested moving the intro survey to within two weeks after elections so that they can get input from councilors within any experience. ADEMAJ and DEJONG disagreed as they think GovCamp will give councilors basic knowledge. But PATRICK thinks that survey before GovCamp can help Execs to tailor GovCamp according to councilors’ expectation. And he observed that the outgoing CAC will be responsible for this, doing incoming and outgoing survey at the same time.
WANG suggested doing three surveys: one in August, one in December and one in April. He argued that this survey is aimed at checking the progress of the Council and councilors need to experience Council before they can give useful comments. FLAMAN disagreed as he thinks that there should be a control of councilor without any experience.

PATRICK proposed that combining the outgoing and incoming surveys within three weeks after election, and doing another one at the end of August to get feedback of the summer. ADEMAJ agreed. However, WANG insisted doing three surveys as he argued that councilors’ attitude changes overtime and there should be something to check on councilors. He is in favour of having one in August, one in December and one in April.

PATRICK and ADEMAJ are in favour of having two from the point of practicality and feasibility. PATRICK also suggested having one survey after by-election to combine with December survey. ADEMAJ liked this idea.

WANG suggested asking Discover Governance for opinion.

FLAMAN questioned the budget line of CAC. He asked about the difference between Council outreach and Council apparel in budget line. He suggested asking for clarification as currently the Council clothing is under Council outreach budget line. ADEMAJ will contact BONDARCHUK for clarification, contact Discover Governance for the survey and add to the agenda the trimester progress report.

2015-08/4b Town Halls

ADEMAJ reported on the Town Halls. So far two town halls were held with Engineering and Science FAs’ AGM. Arts FA will have town hall at the start of next semester. Business FA might have town hall this semester but its AGM is on hold. He concerned that there is not enough fund for holding town hall with Medical and Pharmacy students as he expected many students will attend. As for the rest, their town hall will be on hold as he did not receive respond from all of them.

FLAMAN had a chance to talk with some of the smaller FAs and noticed that some of them do not seem engaged.
ADEMAJ explained that pairing up with AGM helps organizing and attendance as it is harder to round up students for town halls. It is also better because they are discussing the same themes and share the cost. He reported that $200 are allocated for all of the town halls, and he spent $50 with Science and $75 with Engineering.

WANG brought up the discussion of Council outreach. He pointed out that the town halls are for students who are interested and connected but not for students who are outside of the network. He would like to bring these students out of the network into the network, so he suggested having an initiative to have councilors to have conversations with students and wondered how CAC can facilitate this. He proposed having a banner/sign and some printed materials to distribute to students talking about the Council. He asked ZHANG about CAC’s budget and he stated that there is $300 left.

ADEMAJ agreed with the idea of outreach and suggested moving this topic to next meeting to have more input from the committee.

FLAMAN suggested giving business cards to councilors and have their contacts on the cards and he is still waiting respond from BONDARCHUK. But he concerns getting councilors for this initiative.

WANG is strongly in favour of having resources for this initiative. He suggested ADEMAJ to mention this in his report for the Council to ask interested councilors to attend next meeting.

2015-08/5  CONFIRMATION OF NEXT MEETING DATE

2015-08/5a ADEMAJ/WANG move to amend the date of next meeting from October 5th to October 6th.

3/0/0 CARRIED

Next Meeting: Tuesday October 6, 2015 @ 6:00pm in SUB 6-06
2015-08/6 ADJOURNMENT

2015-08/6a WANG/FLAMAN move to adjourn.

3/0/0
CARRIED

Meeting adjourned at 19:24.

SUMMARY OF MOTIONS

<table>
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<td>WANG/FLAMAN move to adjourn.</td>
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