Friday October 30, 2015
4:00 pm
SUB 0-48

ATTENDANCE

<table>
<thead>
<tr>
<th>NAME</th>
<th>PROXY</th>
<th>PRESENT</th>
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</thead>
<tbody>
<tr>
<td>Jared Burton (Chair)</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Jason Wang</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Victoria Dejong</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Vivian Kwan</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Hannah Schlamp</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Dylan Hanwell</td>
<td>N</td>
<td></td>
</tr>
<tr>
<td>Fahim Rahman</td>
<td>Y</td>
<td></td>
</tr>
<tr>
<td>Ben Angus</td>
<td>N</td>
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<tr>
<td>Levi Flaman</td>
<td>Y</td>
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MINUTES (PC 2015-08)

2015-08/1 INTRODUCTION

2015-08/1a Call to Order

Meeting called to order at 16:28.

2015-08/1b Approval of Agenda
WANG J./RAHMAN move to approve the agenda.

5/0/0
CARRIED

2015-08/1c Approval of Minutes

FLAMAN/RAHMAN move to resent the May 17th minutes to Policy meeting for approval.

5/0/0
CARRIED

FLAMAN and WANG J. amended the May 17th minutes with the following changes:
1. Call to order time should be 1:02PM.
2. FLAMAN should not be a voting member during that meeting
3. The vote counts of the motions
4. The name of RAHMAN appeared on the minutes

FLAMAN/WANG J. move to re-approve the May 17th minutes as amended.

5/0/0
CARRIED

FLAMAN/WANG J. move to approve the Oct 8th minutes.

5/0/0
CARRIED

FLAMAN suggested separating the permanent member and guest of the committee meeting on the attendance of the minutes. RAHMAN agreed. FLAMAN will solicit comments about this change and bring this to CAC.

WANG J. pointed out the issue that the vote counts of the motions were different and it might make readers confused. BURTON suggested having a roll call for at the beginning of the meeting and at the end of the meeting to reflect the change of attendance.
Chair's Business

BURTON expressed his personal opinion on the issue that chairs of the committees have a tendency to rush through motion without counting members’ vote. He would like to see members expressing their stances in voting.

New meeting schedule

BURTON stated everyone on the committee agreed this meeting time and will make a Whatsapp group to ensure everyone on the committee is able to attend this meeting.

QUESTION/DISCUSSION PERIOD

Committee priorities for remainder of year

BURTON expressed that the committee should not leave any policies unattended to prevent next year’s committee to pursue its advocacy.

FLAMAN asked about the second reading of Experiential Learning policy. RAHMAN confirmed that it was completed. FLAMAN checked that the second principles was passed on the July 28th Council but “experiential” was spelled wrongly. He suggested to suspend the standing orders to approve it retrospectively. The committee will come up with a motion for the next Council meeting.

BURTON suggested to have a meeting each month to make sure everyone is working on them.

BURTON reported there are 5 policies left to be renewed.

RAHMAN and DEJONG worked on Quality Instruction. RAHMAN reported that he will make a draft of the policy and collect feedback for next meeting. So that the second reading will be around late November and the whole policy can be approved early December. And he expected to work on Students in Governance policy in the Winter semester.

FLAMAN and KWAN will work on Capital Projects as he thinks that the University should take good care of students’ tuition.
BURTON will work on Engagement policy.

WANG J. and HANWELL will work on Student Work Programs policy.

2015-08/3 COMMITTEE BUSINESS

2015-08/3a BURTON/FLAMAN move to set the Policy Committee meeting schedule at a monthly basis that meets on the last Friday of every month at 4:00PM.

FLAMAN supported this motion as long as the time works for everybody in the committee but he might be late.

WANG J. asked if there are meetings in December. BURTON answered that if the committee has business, meeting will be arranged. WANG J. also recommended to avoid arranging any meeting on the last week of February as everyone seems to have midterms on that week.

FLAMAN suggested setting the schedule early and then tailor it as the month comes. BURTON agreed.

5/0/0
CARRIED

2015-08/4 INFORMATION ITEMS

2015-08/5 ADJOURNMENT

2015-08/5a Next Meeting: Friday, November 27, 2015 @ 4.00pm in SUB 6-06.

RAHMAN/WANG J. move to adjourn.

5/0/0
CARRIED
Meeting adjourned at 16:55.

**SUMMARY OF MOTIONS**

<table>
<thead>
<tr>
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