

STUDENTS' COUNCIL LATE ADDITIONS

Tuesday June 28, 2005 – 6:00 p.m.
Council Chambers 2-1 University Hall

- 2005-05/3** **SPEAKER'S BUSINESS**
- 2005-05/3a** Announcements – the next meeting of Students' Council will take place on July 12, 2005 and not August 9, 2005.
- 2005-05/5** **PRESENTATIONS**
- 2005-05/5b** Presentation on the future direction and definition of the Students' Union – by Graham Lettner, President.
- 2005-05/7** **REPORTS**
- 2005-05/7b** Mat Johnson, Vice President (Academic)
Please see document LA 05-05.01
- 2005-05/7d** Sam Power, Vice President (External)
Please see document LA 05-05.02
- 2005-05/7e** Jason Tobias, Vice President (Operations and Finance)

Please see document LA 05-05.03
- 2005-05/7f** Justin Kehoe, Vice President (Student Life)
Please see document LA 05-05.04
- 2005-05/9** **BOARD AND COMMITTEE REPORTS**
- 2005-05/9d** External Policy Committee-June 21, 2005
Please see document LA 05-05.05
- 2005-05/9e** University Policy Committee-June 16, 2005
Please see document LA 05-05.06
- 2005-05/9f** Council Administration Committee-June 26, 2005

Please see document LA 05-05.07

2005-05/11

INFORMATION ITEMS

2005-05/11h

PANDYA MOVED TO amend 2005-05/10h by replacing the words "violation of attendance requirements" with "absence of three consecutive Council meetings or five total meetings".

Dear councilors,

I am submitting to you the final working draft of the Academic plan for your information. This document was developed by the former VP(academic) Lisa McLaughlin and I have edited it to the point you see in front of you. The foci of the submission were vetted in last years council and most of the thoughts were developed with the help of last years Academic Affairs Board.

This is not quite the final version yet and I encourage feedback and I will be discussing this document in the next UPC meeting. However, time is short as I intend to submit this document next week to Dr. Amrhein.

Improving the Student Experience

**The University of Alberta Students' Union
Submission to the Academic Plan 2007-11**

May 2005

INTRODUCTION AND OVERVIEW

At large metropolitan campuses such as the University of Alberta it is essential to actively create an undergraduate learning experience that allows students to maximize their development at our institution. There are many important elements involved in creating such an experience; in this submission we detail three emerging interdependent foci that we feel are most pertinent to students at the University of Alberta in the coming years.

We will first discuss the need to Engage and Connect our student body. By this we submit that an essential component of the academic experience is each student's connection to his or her academic program, their faculty office and the university in general. Some of the most essential areas that need to be addressed are the use of individual based approaches to strategically manage the experience of each particular student throughout the university career and the provision of research opportunities for students to foster learning in multiple forms and forums. We also discuss the creation of cohort based first year programs to foster links early in students' undergraduate experiences as well as connecting commuters to campus. Finding a way to leverage our large commuting population is essential to creating the academic environment for which the university strives to be renowned.

Our second focus is student support. This is a crucial area that must be given due attention in the coming years, because without superior support students will be prevented from experiencing the maximum benefits from their academic education. Some issues that we have chosen to highlight are the need for commitment to improving technology available to students both on campus and off campus. We believe that access to safe, convenient and accessible study spaces on a 24-hour basis is crucial to improving the academic experience. Finally a commitment to excellence in academic advising must be addressed by the university in the coming years.

Our final topic is improving teaching. As teaching is one of the single most important contributors to the quality of the undergraduate experience, there should be constant pressure to improve the quality of teaching at the University of Alberta. As the Students Union, we believe strongly that one of the areas most in need of attention is the re-evaluation of teaching evaluations. We urge the university to partner with the Students Union in order to find a more effective alternative through test pilots and innovative collaboration. Moreover, professors must have support in improving their teaching; as such the University of Alberta has a need to commit to improving professional development in teaching. As a starting point the students' Union suggests a requirement of PhD candidates to complete a for credit teaching program as a part of their academic career. Finally, as a university we must continue the drive to recognize teaching-research continuum by emphasizing teaching skills in hiring decisions.

1. ENGAGE AND CONNECT

An enhanced undergraduate experience starts and ends with each individual student. We must create mechanisms by which University of Alberta students are connected to campus from their first semester here, and follow this with techniques to continue this engagement throughout their undergraduate careers.

With the trend towards private funding for universities here as well as in post-secondary institutions across the world¹, and increasing reliance on our alumni community as an important source of continuity for our scholastic environment. There is an integral link between students' feelings of attachment and engagement during their university career and their propensity to financially support the institution in later years.² This combined with the goal of offering well rounded education to students, creates a need for a conscientious plan for the interaction with students.

Use Relationship Management

The University of Alberta must create a start to finish technique of holding students' interest in this institution. Every student that attends the University of Alberta enters into a relationship with the institution as a whole. Currently very little thought is given to what that relationship as a whole should entail. For students as well as the university to reap the full benefit of such a relationship the academic plan must direct the university as a whole to take idea of a total relationship into account in each dealing with students.

Care must be taken so that each relationship fits the needs of each student, and that the relationship changes as a student changes. The transition needs of first year students are not fulfilled in the 48 hour period of the current orientation program. Care must be taken that throughout first year and beyond that the student are increasingly engaged in the university process and community. Also transfer students have different transition requirements than new students. Many transfer students have difficulty adjusting to the sheer geography of the institution, as well as breaking into what can be a well established community by the third year of study.

The relationships that are created with each student must be managed with intent if the desired goals of student retention, connection to the alma matter, and ultimately student education are to be achieved. Resources must be committed to this approach of a start to finish consideration of relationship management with students if it is to work.

Attitudes of all university staff are crucial factors in creating the relationships described above. An often overlooked constituent is the non-academic staff members, who are inherently linked with the student body's perception of quality treatment on campus. The university administration should consider these employees' contributions to campus spirit

¹ Times Higher Education Supplement, 1994, "Private thoughts".

² Danette Iffert Johnson, 2003, "*Relationships Between College Experiences and Alumni Participation in the Community*".

as equally prevalent in the minds of students compared to their treatment by actual members of the academic staff. Although these employees are not directly linked to the quality of academic instruction received by students, they do make a large contribution to the quality of students' overall academic experiences. The university should strive to create a positive, supportive and welcoming environment for all students in all its working units and divisions.

Provide Undergraduate Research Opportunities

In order to increase the chance of undergraduate students continuing their scholastic pursuits, the University must provide them with opportunities to work more closely with professors and pursue individual interests.

The office of the provost in partnership with the VP research should be engaged in top-down encouragement of faculty members to engage students in the research process. This particular concept was highlighted in the Boyer Commission final report as one of the top ten ways to re-invent undergraduate education at research universities³. University lobbying of the provincial government to create co-funded or salary matching programs would also serve to increase the number of students who have the opportunity to experience simulated research jobs in their undergraduate career.

Although certain faculties find it easier than others, partnerships with businesses and institutions to create joint programs for their students add tremendous value to their educational experiences and facilitate learning in a variety of new ways. The faculty of engineering is probably the most conspicuous example of this partnership approach, but there is room for expansion in all faculties for programs that partner with non-academic institutions to provide research opportunities for students, and the academic plan should direct faculties to explore these possibilities.

Develop More Cohort-Based Programs

As part of a commitment to creating an engaging undergraduate experience at the University of Alberta the office of the provost should extend the cohort program to include a greater number of students and faculties. The University of Alberta can add an additional level of value to the first year program across all faculties. These cohort programs help students adjust to university life, aiding them in the selection of courses for their programs, and the arrangement of class schedules. Grouping students in smaller classes will facilitate the formation of student support and friendship networks at the stage in the post-secondary experience when the students have the most need for them, right at the outset.

Connect Commuters to Campus

³ The Boyer Commission on Educating Undergraduates in the Research University, "Re-inventing Undergraduate Education: A Blueprint for America's Research Universities".

The University administration occupies a position that is unique in its power and ability to design the nature of the academic experience so as to maximize the desire of students to be involved in University life on multiple levels.

It is essential that the University facilitate transportation to the campus for off-campus students, as the first barrier to being engaged in campus life is not having a convenient and affordable way to remain on campus when they are not in classes. This includes appropriate ways of connecting students attending classes at satellite campuses (Faculté St. Jean and Augustana) to the main campus.

Another main reason for commuter students to remain on campus is for the study space provided. This contributes to the ability of students to concentrate on their academic studies in a scholarly, un-distracting and professional environment, thus supporting their initiatives to learn. The needs of students require that the university commit to increasing the amount of study space and computer labs with an appropriate amount of it being accessible 24 hours a day.

1. STUDENT SUPPORT

Students must feel guided by the academic staff, non-academic staff and affiliated groups on campus. At every point of contact with students the University of Alberta must strive to meet and exceed the student body's expectations of care. Without the commitment to developing and improving student services, the university runs the risk of alienating the very body of people that it strives to attract and educate. In the 2007-2011 Academic Plan, the university must commit to eliminating any gaps in service provision.

Enhance the Studying and Learning Environment

The University must make a strong commitment to students to provide convenient and accessible library hours for study throughout the school week and on weekends. Libraries on the University campus are often crowded not only during high traffic periods (midterm exams, final exams), but on a year round basis. This indicates a demand on the part of students to make efficient use of these spaces, however the University must commit to maintaining them by devoting adequate resources for renovation, expansion and up keeping.

Financial support to continue the SUB 24-hour study space initiative is essential. Safety is a key concern of students using these spaces, so it is important to keep these areas well lit and provide appropriate pathways to safe parking and public transit locations.

As part of the universities commitment to 24-hour study space it should introduce 24-hour computer lab and technology center on campus, as e learning has become a central tenet of the average university student's academic experience. We cannot assume that all students have unlimited access to the materials needed for online course work off

campus, and these students should not be disadvantaged by a university oversight of this nature.

Technology Support

Providing current and user friendly software for courses has become a major ‘need’ area at the University of Alberta. As a consequence of the ongoing technological revolution, there are now post-secondary institutions and programs that are conducted entirely online, providing maximum convenience and all-hours access to potential students. The University of Alberta must not be left behind in this respect. In order to maintain the superiority of the university’s academic environment and maximize students’ satisfaction, the university must provide a significant commitment to improve and then maintain the quality of technology provided to students, the technology service associated with it, and the universal access to the technology.

The continual upgrading of hardware on campus is important because many applications of the hardware are exponentially less viable with outdated technology. In technology intensive programs such as engineering, computer sciences, business and science these concerns are most prevalent. In addition, all students should have equal access to up-to-date hardware in order to prevent significant advantage being gained by individuals with private access that is not afforded to everyone in the program.

Many programs that are essential for the completion of class projects are not readily available to the average student who uses them, even on campus and in their designated technology spaces. Librarians are required to provide passwords for certain software tools (and they are not always present to log on students). Often because of an underinvestment by the university there are less licenses available for a program than there are faculties who use the program (for example, Datastream), and therefore students must compete for access with students in entirely different programs. The University must take a stance on eliminating these concerns, increasing the number of programs licenses for subscription services and extending the hours during which they are available.

Academic Advising

Academic advisors are the front line of ensuring that students are not experiencing difficulties meeting course requirements, obtaining transfer credits and embarking on unique learning experiences such as self-guided academic projects and theses. Recently the Students’ Union has seen academic advising emerge as a consistent and pressing problem in many departments and faculties. In 2004-2008 therefore, the University must strive to provide improved guidance servicing to students throughout their academic career to help them make important decisions.

+ IMPROVING TEACHING

Teaching is one of the most essential factors in meeting the needs of our undergraduate students. It is through the teaching of University professors, sessional instructors and PhD candidates that students will most heavily judge the quality of their undergraduate academic experience. With this in mind, we have a number of recommendations for areas of focus in the coming years.

Re-evaluate Teaching Evaluation

The Students Union believes that there are significant improvements that could be made in the area of teaching evaluations. However, without the support of the administration, both in dollar and in word, it is difficult to initiate real change. In the coming years the university must partner with the Students Union to actively seek out ways in which we can improve student contributions to teaching performance reviews.

There are many new models of surveying students that more accurately reflect professors' real abilities to help students meet the learning goals of the university. We must create pilot programs to test the effectiveness of these strategies on our campus. The administration must realize that by encouraging greater effectiveness in the feedback loop, they are increasing the quality of teaching on the University of Alberta campus and thus our reputation and continuing tradition of excellence.

Emphasize Teaching Skills in Hiring Decisions

There must be increased transparency in hiring decisions of the university. The current perception is that professors are hired for their research backgrounds alone, with no regard for how they will fit into the 'culture' of the university or their ability to interact with and transmit knowledge to their students. This is part misconception, however the sentiment cannot be ignored since it is propagated in large part by faculty who explain to students that teaching is not considered on near as notable a basis as research. This is in large part due to the lack convention through which a professor can showcase their teaching excellence. The University must commit to drastically improving the methods for assessing teaching in faculty evaluation committees, and make such a process public. The SU suggest developing extensive and articulate expectations of teaching dossiers as the prime method for accomplishing this.

Support Professional Teaching Development

It is currently the case that instructors at the University of Alberta are merely encouraged to complete peer evaluations of teaching and attend teaching development seminars. However, given the strong student support for recognition of the teaching-research continuum, and the grass roots pressure for significant reform in teaching standards, it is appropriate to devote considerable effort in the coming years to supporting the initiatives of professors to acquire the necessary skills for highly effective teaching. Part of the

universities goal is excellence in teaching. The logical development of this goal is that to be excellent in teaching the university must commit to be excellent in our teaching development.

PhD Candidates are another group of university employees that have the potential to make significant positive contributions to the undergraduate experience on the University campus. It is natural that these candidates would be the least skilled teachers, as they have the least experience and are usually nearly entirely focused on their own academic pursuits. In the coming years as part of the universities commitment to excellence to teaching development should be the development of a system to instill PhD candidates with teaching skills. The Students' Union suggests the creation of for credit programs to accomplish this goal.

In conclusion the Students' Union hopes that this submission helps to crystallize the problems concerning undergraduates at the University of Alberta. This document was intended to mold the debate and language used to develop the section on improving the Undergraduate Experience at the University of Alberta. We do hope, however, that many of the suggestion on the improving of teaching can be used to further the section on the teaching and research continuum.

Vice President External
Report to Students' Council
June 28, 2005

The Affordability Review: The official release of "A Learning Alberta" happened on Wednesday June 15. We learned of the press conference the day before and ensured we were present when the announcement came. The media was aggressive in its questioning of the minister as to whether this review would come out with something concrete for post secondary, or whether it would simply become another process with no direction and no method of implementation. The media asked several questions of the minister about tuition and why there was no student representative on the Steering Committee. The press conference soon became very student focused and the media wanted to know the student position.

CAUS and the SU were very pleased at the results, we received press in the Calgary Herald, Canadian Press, the Journal, CFRN, and the Sun, all very student focused, none of it attacking. We paid the minister his dues, by saying we were very glad it was Hancock on the steering committee, but that students must be consulted for this to be a legitimate process. Two days later on Friday, CAUS received word Hancock wants two students on the working group dealing with tuition. It's a sub group of the affordability working group. The two reps nominated by CAUS are Jen Smith, our CAUS Chair, and myself. We're still uncertain as to the extent of student involvement in the whole process. From what we can tell it's more consultative than actual participation. That being said we are currently preparing our responses to the documents put out by Advanced Education, and we will have answers ready.

We're very pleased with the results. It is proof our communications strategy of rapid response is working and that the media believes it is important to hear students' side to make this process work. The media wants results from this review and they realize it could be a sham process. We realize this too and these are the first steps toward making the process legitimate.

We still have a lot of work to do. We need proposals and presentations for CAUS to put forward at the minister's meeting this week and to hopefully put in front of steering committee members. This means getting together what we believe in one document and what needs to be known by the steering committee.

We are in the process of setting up meetings with Steering Committee members. We have met with Alexis Pepin. We have a meeting with the minister this Thursday, as well as two CAUS meetings, where we hope to pass our tuition policy and begin discussions for campaign theme. If all goes well, by the end of the month I hope to have together our campaign theme for CAUS and begin to work with marketing to put it together.

Our communications strategy will continue to be developed, rapid response and guest columns. Colin, the Executive Communications Officer is setting up meetings with the Journal editorial board and we'll be meeting with the Journal's post secondary writer, once she returns from holidays.

June 16th was the first meeting of the Upass steering committee since I've been in office. It was informative, not a lot has happened since the last meeting. Kim Krushell will be visiting Students' Council on the 28th to present the city's perspective. ETS is set on charging \$90 per term. We're not happy with that number we have meetings with Kim Krushell, Ed Gibbons, and Dave Thiele as they have previously mentioned support of the Upass. We'll meet with them to push city funding of the Upass to bring the price down to \$80 a term.

I attended the CASA conference, it was fairly enlightening and a good opportunity to review and plan for the year's objectives. One of my objectives was to have to evaluate our federal lobbying strategy and the CASA conference is the first step. It allowed me to evaluate how the organization has changed since we left, and if the federal lobby issues are congruent with what we believe. The latter is definitely true and CASA has much improved since we've left. They are very member driven, their policies reflect what the members believe, and are reflective of student needs. The conference was a strategy and policy conference and it was structured to give students the best input. I have an eight page report if people are interested. In order to complete my assessment I will be attending a CFS conference and evaluating whether it is financially prudent, important and advantageous for the UofA SU to get back in the federal lobby scene. There are many unanswered questions that remain.

REPORT OF THE VICE PRESIDENT OPERATIONS AND FINANCE

June 28, 2005

"Finance is the art of passing currency from hand to hand until it finally disappears." -Robert W. Sarnoff

The VPOF enjoys long walks on the beach, and:

Final Budget Preparation: An analysis of the past five years of SU finances has been completed and I am currently meeting with department heads. BFC will be submitting the final budget for council's information July 12.

New Sr. Manager Hiring: A candidate to replace Linda Hayes has been selected, we are currently in contract negotiation and will release more information once the deal is finalized.

Physical Activity Complex Planning: We are seeking more input into the process of designing and implementing the proposed PAC. We have also made overtures regarding the SU providing all food services within the completed facility. This is still very preliminary, but more to come.

Access Fund Staffing: The Access Fund Committee report has me on record as saying certain things about changes to the staffing of SFAIC. The record is correct, but I was wrong. Having reviewed the relevant regulations, it is within my purview as VPOF to approve the changes. I have thus approved the changes, which shall be reflected in the Final Budget.

Questions, comments and rude remarks should be directed to the VPOF during question period, or at the air strip if he buzzes the tower.

Respectfully,

JT

Justin Kehoe, Vice President (Student Life)
Report to Students' Council
June 28, 2005

Good Evening Council,

The Wednesday after our last Council meeting, I attended an early morning meeting with a student from a new tobacco reduction group, and then departed for the Canadian Organization of Campus Activities (**COCA**) **Conference** in North Bay, Ontario. I will soon be writing a conference report, so if you wish to read this, learn anything more about COCA, or just want to be regaled with tales of adventure, stop by my office.

Due to jet lag, the change in time zones, and the nature of the conference, the end of last week was not easy. I did, however, manage to attend the annual **Orientation BBQ**. Last week ended with the farewell for Advocacy Director Erin Chrusch.

WOW is still going ahead of schedule, and we already have a tentative theme name selected. I met with the Manager of Programming & Licensed Activities, the Operations Manager—Venues, the Programming Assistant, and the AVPSL to cover everyone's responsibilities over the next few months. Tomorrow night we will delve deeper into this theme and the Planning Committee's vision for **WOW**.

Yesterday morning I arrived on campus by 7:45am for a road trip to **Augustana**. The VPOF, Manager of Student Services, and I met with the Director of Student & Residence Services and the office manager of their students' association. Our discussion focused on raising awareness of SU services and methods of delivery to the Augustana campus.

Other meetings I have attended include: making plans with the Student Distress Centre Director for **Campus Crisis Chat**; analyzing **operating policies** with my fellow Executives, having an early breakfast with the **senior managers**, and examining **budgets** relating to programming and events.

The first person who can name for me an album produced by the legendary Bob Ezrin will win a prize from the Office of the Vice President (Student Life).

Upcoming:

- June 29: Meeting with ECOS Director
Meeting with Operations Manager—Venues and AVPSL
re: SUB Movie Nights
Review of Campus Law Review Committee with VPA and AVPA
Student Life Advisory Committee, **WOW** Planning Committee, and
Programming Committee meetings
Meeting with Manager Programming & Licensed Activities and AVPSL
- June 30: Executive Photo Shoot
Meeting with Service Directors
- July 1: Canada Day
- July 11: Meet with President-designate Indira Samarasekera

MINUTES

2005-03

External Policy Committee

Tuesday, June 21, 2005

CALL TO ORDER: 4:35 p.m.

ATTENDANCE: Lewis, Power, Crossman,
Montasser, Berghoff, Kustra,
Kawanami (4:52 p.m.)

ITEMS OF BUSINESS: (a) Report from Vice-President (External):
Power gave oral report to supplement written reports to EPC.
Questions were directed at Power from the committee about her
report and activities of the External portfolio.
(b) New Policies:
No new policies brought forward.
(c) Review of Existing Policies:
i. Access Fund:
policy discussed, IOB defined, Access Fund policy to be researched
by VPX and brought up at next meeting
ii. Access to student loans for convention refugees:
policy to be researched by EPC chair and discussed with WUSC
(d) Other Business
i. Affordable housing:
to be discussed by chair with VPSL and SAC chair
ii. Parental contributions:
chair will discuss parental contributions with SFAIC (Claire Ard)

NEXT MEETING: Tuesday, July 5, 2005 – 4:30 p.m.

ADJOURNMENT: Crossman/Berghoff moved to adjourn. 6-0-1(Montasser)

The Students' Union, The University of Alberta
University Policy Committee

16 June 2005 @ 21:00 - SUB 430

Chair's Report to Students' Council (UPC 2005-02)

Present: Catrin Berghoff(Chair), Matt Johnson, Suneil Khanna, Cameron Lewis, Shawna Pandya

At this meeting, UPC reviewed two political policies: The policy on the add-drop deadline and the policy on teaching evaluations. UPC decided unanimously to recommend to council to scrap the policy on the add-drop deadline, as all the "be it resolved"s have been realized, and it feels that the new situation is satisfactory and addresses students' concerns adequately. The motion will come forth next council meeting. The policy on teaching evaluations was much more controversial. UPC reviewed it bit by bit and set out some major guidelines it wanted to see realized in the revised policy, and instructed councillor Khanna to draft the first version to be discussed next UPC meeting, and VP(Academic) Mat Johnson to get some additional background information. While discussing the issue, UPC came to the conclusion that there is a dearth of political policy on teaching, and that UPC should take a more structured approach to make sure all areas of concern for students are covered. The next meeting of UPC will likely be moved from Thursday the 30th of June, but the date isn't finalized yet.

Catrin Berghoff

The Students' Union, The University of Alberta
Council Administration Committee

26 June 2005 @ 18:00 – SUB 4-20

Votes and Proceedings (CAC 2005-05)

1. Call to Order @ 6:10PM

PRESENT: Gregory HARLOW (Speaker), Councilor APEROCHO, Councilor PANDYA,
Councilor SCHNEIDER

2. Approval of the Orders of the Day

SCHNEIDER/APEROCHO moved to approve the orders of the day

3. Approval of last meeting's minutes:

- a. Minutes from June 12th, 2005

SCHNEIDER/APEROCHO moved to approve the amended minutes

- b. Minutes from June 20th, 2005

SCHNEIDER/APEROCHO moved to approve the minutes as presented

4. Interim CAC Logistics

- a. Confirm Meeting Day for Summer

CAC is to meet on specified Sundays at 2PM for the duration of the summer.

- b. Committee Interim Standing Orders

CAC's interim Standing Orders are to remain the same as CAC's regular Standing Orders

The Interim Chair is to move CAC's established practices into CAC Standing Orders, namely: Votes and Proceedings, Goal Setting and the CRO Selection Committee.

5. Discussion

- a. Creation of an Appeals Board for DIE Board

CAC ultimately decided that the current judicial system is reasonable

- b. Prioritization of Council Goals and Construction of Rough Timeline for the Year

CAC established, then prioritized its goals for the year (see attached document)

6. Adjournment

SCHNEIDER/APEROCHO moved to adjourn at 8:38PM

June 27, 2005

Greetings Council,

I hope you are all well this fine Tuesday. I don't know what you did to make fortune favor you so, but whatever it is, keep it up, and you may just get multiple CAC reports in ALL your future meetings.

Ahem, but I get ahead of myself. I know you must be excitedly asking of yourself, "But how can ****I**** get in on the action?????" Fear not, dear reader, for the answer is simple: attend our meetings. For the rest of the summer, CAC will meet as follows:

Sundays at 2PM:

July 10th

July 31st

August 7th

August 28th

Now, onward ho! Three main items of business arose out of this meeting. Firstly, it was decided that since CAC already does these on a fixed schedule anyways, the following will be moved into CAC Standing Orders:

- (1) The meetingly publication of the Minutes, consisting of the Chair's Report and the Votes and Proceedings;
- (2) The annual creation of the CRO Selection Sub-Committee from the CAC membership;
- (3) The annual creation of a Goals List, designed to guide CAC's business throughout the year.

Next, we discussed the possibility of creating an appeals board superior to DIE Board, to ensure that the judicial process is held in check, and that an appeals mechanism does exist. After a few clarifications, it was established that this already exists in the current DIE Board, where a set of members different from those who initially heard a complaint can re-examine a particular complaint. As such, it was decided not to pursue this matter any further.

Finally, we rolled on to the sweet, sweet drug that is CAC Goal-Setting, the final product of which is set out before you. This list is our tentative blueprint of how we want to deal with different projects, when we want to deal with them, and in certain cases, which CAC member will be spear-heading the project. Of these goals, the first heading has been dealt with by CAC – the Speaker announced last Council meeting Councilors may act as interim chairs for portions of upcoming Council meetings, and CAC ultimately decided that there is no need to amend the non-disclosure agreement to outline specific punishments, or the power of DIE Board to act in case of violation of this agreement.

This leaves us to deal with the Exec/Council values issues in July, elections reform starting in August, Council Retreat in October/November, all the while plugging away at a Council Efficiency Audit and our own personal projects. For more detail, please see the attached goals list. And thus begins a busy but super-exciting year for the Council Administration committee.

As always, if you have any questions, comments or concerns, or if you are just itching for a rousing debate on legislation, call someone else. Just fooling – you can contact me at shawnapandya@hotmail.com. Especially if you want to be included in our e-mail list. That's about it for now, but it won't be long until next time,
For parting is such sweet sorrow,

Shawna
Interim Chair, CAC

CAC Goals for 2005-06

I. Almost Completely Dealt With

Interim chairs: *Dealt with*

Amend non-disclosure agreement: *Dealt with*

II. Council Efficiency: *Yearlong project, SCHNEIDER to spearhead Council efficiency audit, including but not limited to meeting structure, and processes of debate, bill passage and voting*

Get council to take itself seriously

Set efficiency expectations

Further reform Council with respect to efficiency and effectiveness

III. Council Resources and Support: *Yearlong project, individual CAC members to spearhead sub-projects*

Council/committee support staff: *Exec's project, CAC Chair to request progress reports at Question Period*

Councilor offices: *HARLOW to begin research*

Council website forums/Webpage organization: *PANDYA to begin research*

Councilor remuneration: *SCHNEIDER to begin research*

Board space in SUB : *APEROCCHO to begin research*

→ Content: 1-way or 2-way?

IV. Exec & Council Values: *To be dealt with in the July meetings*

Revise Executive portfolios and duties: *CAC to examine apportionment of VPA/VPSL portfolios and reporting structures at July 10th and 31st meetings; CAC to recommend that Exec Committee update By-Law 1100 (Exec By-Law)*

V. Council and Exec Elections: *CAC's major summer/fall project, to begin in August, and be completed by December, tentatively in time for 2006 elections; will examine Exec elections, followed by Council elections; Council composition to be examined in tandem with both issues.*

Exec elections reform

→ Elect from Council?

Councilor election reform

→ Increase visibility?

→ Amalgamate with General Elections?

→ Change Council composition:

→ Size?

→ Rep by faculty?

BOG Election Reform

→ Directly elect 2 undergraduate reps?

VI. Council Retreat: *CAC to delegate to sub-committee open to all Councilors, will deal with in October/November, probably over the course of 2-3 day-long meetings*

Food

→ Pizza?

Length

→ _ day?

→ Multi-day camping trip?

→ Follow up sessions?

→ Provide time for networking?

Content

→ Outdoor activities?

→ Who should present?

→ More interesting presentation format?

- More hands-on?
- More time on organizational structure?
- Outline staff-councilor dynamic?
- Add “How to act” info into binder?

Timeline

- Send Roberts’ Rules of Order and Standing Orders via e-mail beforehand so councillors can review beforehand?

- More notice?
- Before 1st meeting?

Who should attend

The Students' Union, The University of Alberta
Council Administration Committee

20 June 2005 @ 17:30 – SUB 4-20

Votes and Proceedings (CAC 2005-04)

1. Call to Order @ 5:34PM
Members present: Councilor BERGHOFF, Councilor Schneider, Councilor PANDYA, Gregory Harlow, Speaker
2. Approval of the Orders of the Day – Approved after amending to strike items 4, 6a) and 6c).
3. Approval of last meeting's minutes – Unavailable, will be approved at the next CAC meeting.
4. ~~Council Business—None, because we couldn't make quorum. Again.~~
5. Standing Orders of Students' Council
 - a. MOTION BY PANDYA, MOVED THAT the Standing Orders of Students' Council be amended as follows:

New Standing Order #39:

- i) Points of Clarification may be raised by a member of the assembly while another speaker has the floor to request clarification of the information presented.
- ii) Points of Information may be raised by a member of the assembly while another speaker has the floor to request that the speaker respond to previously unaddressed arguments.

MOTION DIES for want of a seconder

6. Discussion
 - a. ~~Council Retreat—Please bring documents from the June 12th meeting of CAC~~
 - b. Non-Disclosure Agreements

MOTION BY PANDYA/SCHNEIDER, MOVED THAT:

- i) DIE Board is authorized to hold an inquiry where Council feels a member has violated the terms of the Non-Disclosure Agreement.
- ii) Where the DIE Board finds that a member has violated terms of the Non-Disclosure Agreement, it may choose to:
 - a. Revoke a member's voting and/or speaking privileges for up to three meetings of Council;
 - b. Remove a member from Council;
 - c. Remove a member from Council and prohibit them from running in subsequent Council elections.

DEFEATED (2/1/0)

- c. ~~Exec By Law—Please bring proposed changes to the meeting.~~

7. Adjournment @ 6:23PM

Interim Chair's Report – Council Administration Committee

Greetings Council,

Thank you for taking the time to read up on the goings-on of CAC. First things first – our next meeting takes place as follows:

Sunday, June 26th @ 6PM, Room 420, SUB

As always, all Council Members are welcome. This means you. And we'll give you voting privileges. What other committee does that? I thought so.

Next, you are probably burning with curiosity about what really went down at our last meeting. Here's an in-depth look at the drama, dilemma, and discussion behind the motions you see in the Votes and Proceedings:

Motion 5a) – it was decided that there really was no clear distinction between the two, and the points of clarification would probably be abused anyways, hence it really wasn't worth bringing the matter to CAC's attention. Hence, the motion died for lack of a seconder.

Motions 6a) and c) were struck because these are motions of heavier substance, and need to be dealt with after CAC sets out its goals for the year, and decides on the order in which it wants to deal with them.

Motion 6b) – this was defeated because it was decided that this motion would effectively limit the scope of any punishment DIE Board was able to implement, whereas DIE Board is able to implement any range of penalties for violation of the non-disclosure agreement (NDA). Additionally, it was pointed out that this motion might be jumping the gun a little bit, as it presumed that the harshness/mildness of the punishments contained there-in were adequate. The mover maintained that this motion set out a direction for DIE Board in dealing with NDA violations, served as a deterrent for councilors as it outline specific repercussions, and that the violation of the NDA was a serious enough breach of rule that it merited its own punishments as set out in legislation. However, at the end of the day, the nay side prevailed, and the motion was voted down 2-1.

That's about it for the June 20th meeting of CAC. Next up on our agenda – prioritizing our goals for the year. The list of goals is massive yet highly substantive, so I encourage you to come out if you are interested, as this will be the meeting that sets out CAC's agenda for the year.

Thanks,

Very sincerely,

In kind regard,

Merry Christmas and Feliz Navidad,

Shawna,

Interim Chair, CAC