University of Alberta Students' Union

COUNCIL ADMINISTRATION COMMITTEE

Tuesday, January 24, 2017
5:00 PM
Council Chambers, University Hall

ATTENDANCE

NAME	PROXY	PRESENT
Reed Larsen (Chair)		Y
Kyle Monda		N
Marina Banister		N
Frederique Ndatirwa		Y
Levi Flaman		Y
Nathan Sunday		Y
Marc Dumouchel, General Manager		Y

MINUTES (CAC 2016-16)

2016-16/1 **INTRODUCTION**

2016-16/1a **Call to Order**

Meeting called to order at 5:04 PM.

2016-16/1b **Approval of Agenda**

NDATIRWA/FLAMAN moves to approve the agenda for January 24, 2017 as tabled.

Vote 5/0/0
CARRIED

2016-16/1c **Approval of Minutes**

YIM/NDATIRWA *moves to approve the minutes for January 24, 2017 as tabled.*

2016-16/1d **Chair's Business**

2016-16/2 **<u>OLD BUSINESS</u>**

2016-16/2a Bylaw 600 (Bilingualism) - Implementation and Discussion

NDATIRWA: We were going over bilingualism so we want to translate our bylaws so we're trying to get a team together to translate them and send them to President Rahman and others to review so we can put it on the website so there will be 2 official languages for the students. The job description is up. We're trying to look for an incentive to get ppl to volunteer, will be on the SU chat so everyone can share it on social media and the deadline is Feb 4, hoping to get everything started on Feb 10, and get everything done mid-March.

2016-16/3 **<u>NEW BUSINESS</u>**

2016-16/3a Budget

LARSEN: We have around $630 in the CAC budget. Around $210 will be for the council jackets. $450 in CAC budget.

2016-16/3b Engagement Budget

LARSEN: The event we proposed last meeting. The exec elections and council elections. Will give everyone an update on burrito bash. $400 min for 30 people.

NDATIRWA: Can we book for sponsorship?

LARSEN: we're trying to do it in house ASAP. It will be expensive regardless. We budget $200 for this group initiative and council connections program - whatever we budget to that, DG will get $5 coupons for coffee/food so people can take those vouchers to wherever. We can discuss budgets with DG to start planning. What is the appropriate amt? 300 for gp, 100 for vouchers. It's not enough for everyone but it would be nice for those who recruit. This will clear it out for the rest of the semester. He proposed 50/50 or 300:100.

FLAMAN: Either way.

YIM: 3:1

SUNDAY: 3:1

LARSEN/NDATIRWA moves **to budget 300 for a group engagement budget for group networking event and 100 for vouchers (20**

coupons).
Vote
5/0/0
MOTION CARRIED.

FLAMAN: Last year, we did something similar and no one took advantage.

2016-16/3c Executive Remunerations

LARSEN: has done research re remunerations for council, exec pay, benefits, and allowances. Contacted Marc in November to discuss. The decision was put on CAC agenda, will be a motion to go to greater council to discuss or in Finance principles.

Marc Dumouchel: Not his opinion but his employers. In AB and BC. Consider dimensions when assessing, decide on how you guys want to approach. AB has a little higher costs in some jurisdictions, we're on low end for compensation but on national basis - in AB, we're in the low end of what we pay our staff but on high end has to do w/ the economy. AB has more $ so that has driven cost of living and not wages. How does our exec compare to other execs wrt to UBC data, incomplete/inaccurate. Also consider complexity of the organization. The exec is different among universities. There are some schools that may have more complex ops so not comparable. He broke down the pay rates of execs to the hour based upon how many hrs/week they're supposed to work but he doesn't know which exec works more. If we use top line number @ 35 hrs/week, 3 weeks of vacation, they're the same across the board. Discussed different hourly pay rates among post-secondary institutions. Ask exec what they think of it. Is the pay rate may affect people? Doesn't know how to address that. 2 approaches: 1. Maintain current wage rates and offer series of additional benefits, set up bursary funds based on financial needs. Difficult to implement bc staff work for them and rely on them so may influence them. We can ask a council to do that. 2. Look at changing pay rate. Pick hourly rate is reasonable x hours. EG $22/hour (which is lower than anyone in the province), we should be lower than we are because we only have 5 execs. Set pay rates at different pay rates. We pay them an extra 2 weeks for transition, can be retained or moved to block amount or we match RRSP contributions. EG put % of salary in RRSP and SU matches that but may be some drawbacks. Spoke to manager - to do a 5 and 5 match. Put 5% of salary and match 5% but may increase total amount of benefits by 5%. Use 5% to replace the 2 weeks at the end of the year but wouldn't get 5% if the report is not submitted. RRSP can be used for homebuyers' program and education so for the following year, money withdrawn to be used for education. Consider how much more do they have per month at the end of the day

if salaries are raised. ($225/month) Income would increase so total monetary value would be a $7000 increase. This is just an option. Also consider compensating them for or rebating is cell phone benefit, raising base salary is being generous. One thing is universal is paying for one mode of transportation - reimburse for UPass or paying for parking permit. Also look at paying for one class/year, pay all fees except SU fees. What we pay now can be a living wage but can be a little tight if living on their own but they get a number of freebies - food, dinner invitations. Specialists/program lead wages are going up.

FLAMAN: q re compensation and how it will affect SU. increasing benefits or salary?

Marc Dumouchel: if you raise compensation package, you can bring it back and discuss options with him. It will affect SU, suffering from assessment/fee revenue, amortization. SU will face challenges in the next couple years but may be a couple of tough years but already adapting to streamline thing so we can afford. Increasing benefits/salary won't make/break us.

LARSEN: Leave it as is, increase pay rate/benefits package. In favour of RRSP, encourages ppl to stick around and continue to pay if they ran again, tuition may help with turnover, the increase is quite a bit for any role.

FLAMAN: If we open it up to execs, some of them will be in favor if they're already running. Some disconnect w/ execs then everyone agrees so not push-back.

LARSEN: May discuss with finance, what will ratify the changes.

Marc Dumouchel: You can go to council or put it in budget principles. It's not terrible for Council to vote but may be more public, better to do with budget principles. The Key Q: do you think the current wage is reasonable or should there be an increase? This has been flagged as an issue over multiple execs for multiple years but cannot give context.

LARSEN: Budget principles vs. council? He intends to run so will excuse himself on the vote. Has heard from some exec members but most of them say they need some sort of increase/benefits. Most in favour of cash (everyone benefits) vs. giving benefits. The living wage in AB is quite a bit higher than other provinces. He'd like to go to budget principles but will be a big conversation that won't be thought through if it goes to council.

SUNDAY: What's budget principles?

LARSEN: Finance committee decides budget for the year. Put in a suggestion, vote, pass through principles. If we put up a first principle then will happen through that process with help of accounting or we can make a direct motion via Council and will be more direct.

YIM: For Finance committee, it's not the same as CAC so can anyone vote?

LARSEN: Anyone can sit in but voting members are voting members.

NDATIRWA: in favour of setting it up with budget principles so we can have it more narrowed down and bring it to council.

LARSEN: Everyone will see it.

FLAMAN: In favor but at the same time, doesn't want to rush to hand it in.

Marc Dumouchel: Will come up with a grid on the options they can implement.

LARSEN: We can narrow it down a little bit. The hourly pay rates would be capped at $22. $7000 increase is quite a bit especially among 5 members so it should be a % increase of their salary.

Marc Dumouchel: Think about take home so if there's a savings benefit, cannot take it home so not actually an increase just to leave it for school. We don't have to do that or we can do a lump sum. So please give a range of what you're looking for. Think about it in terms of how much more /month would be a great level of increase. Depends if you use weekly hours.

LARSEN: Good to see with RRSP or without.

NDATIRWA: Thinks RRSP is a good thing for their future but also consider that they want more money now.

FLAMAN: Agrees with RRSP benefits for the future. The exec will either go to grad school or start looking for a house.

LARSEN: Likes the idea but tries to avoid parental thing bc they're adults. Heard there's nothing extra for them. It's not good for stress. The 50 cent price periods w/o RRSP and if we can fully paid mode of transportation, pay for 1 class, lump sum. A cell phone is unnecessary.

NDATIRWA: The SAIT salary is most desirable.

Marc Dumouchel: He will prepare something for review.

SUNDAY: It would be a good idea to get different prices. He doesn't think there should be an increase.

YIM: Have this open for discussion.

LARSEN: Will bring it to council for discussion.

2016-16/4 **DISCUSSION**

2016-16/5 **ADJOURNMENT**

LARSEN/FLAMAN moves to adjourn the meeting at 5:49 PM.

Vote
5/0/0
CARRIED

2016-16/5a **Next Meeting**: February 7, 2017 @ 5:00 PM in Council Chambers

SUMMARY OF MOTIONS

MOTION	VOTES
NDATIRWA/FLAMAN moves to approve the agenda for January 24, 2017 as tabled.	5/0/0 - CARRIED
YIM/NDATIRWA *moves to approve the minutes for January 24, 2017 as tabled.*	5/0/0 - CARRIED
***LARSEN/NDATIRWA moves* to budget 300 for a group engagement budget for group networking event and 100 for vouchers (20 coupons).**	5/0/0 - CARRIED
LARSEN/FLAMAN moves to adjourn the meeting at 5:49 PM.	5/0/0 - CARRIED