

DISCOVERING STUDENTS IN **Governance**

*2016/17 Overview of Undergraduates in University and
Student Governance Roles at the University of Alberta*



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1. INTRODUCTION

The nature and importance of the role that student representatives have in the governance of the academy is one of the defining characteristics of University governance systems. In Canadian higher education, all major universities have student participation on their governing boards and Senates, but the nature of their participation in the governance of the academy varies across institutions.ⁱ

In recent years, increasing attention is being paid to how essential it is for members of University governing boards and committees to understand their roles and to understand the central importance of the work that they do for the success of the academy.ⁱⁱ As higher education evolves in its complexity to meet the needs of an increasingly complex, increasingly information-based society, it is becoming critical for those members of the academy who participate in University governance activities to understand the complexities of the institution. As these institutions have evolved, so too has our understanding of the roles that students play in their governance. There is an impressive store of literature exploring the benefits to both the academy and the student representatives themselves that are the fruits of having students participate in shared governance structures in higher education.ⁱⁱⁱ

In 2009/10, the University of Alberta Students' Union, in conversations with other stakeholders on campus, identified a shared desire to enhance the support being provided to students who participate in University governance. To that end, the Students' Union created Discover Governance office, with the intent "to improve the quality and effectiveness of all levels of student governance at the University of Alberta...through the provision of orientation, advisory, and support services to individuals and groups involved in all levels of governance."^{iv}

In order to provide enhanced support to students participating in University governance, there must be some way of accounting for who those student participants are and where they fit into the University governance system as a whole. To that end, one of the preliminary tasks of Discover Governance was to complete a survey of where opportunities for students to participate in University governance exist and what support student representatives are currently able to access at various levels of University governance. This document is the seventh edition of the report resulting from that survey project.

It is our hope that aggregating information about undergraduate participation in University governance will allow us to better understand and support the work students do for the academy in this area. Our intention is to evolve this document into a tracking system that can be updated annually, thus vastly improving the institutional memory of the academy as it relates to undergraduate representation. With that context in hand, we also hope that this document will serve to stimulate collegial discussion about how the role that student representatives play in University governance can be better understood, supported, and enhanced.

2. EXECUTIVE SUMMARY

At the University of Alberta, undergraduate students are fully integrated into the University governance system, and are active participants at every level of that system. The Alberta *Post-Secondary Learning Act* enshrines student roles through the Students' Union and at the highest levels of University and faculty level governance. The University further establishes roles for students in the residence system, in the judiciary, and at the department and program levels of University governance.

Data is close to complete and expresses an accurate number of the quantity of representatives. The data suggests an impressive quantity of seats accorded to undergraduate students at various levels of the academy through both University governance and Students' Union governance positions. Even without complete figures, we can confidently estimate that there are at least 1131 seats accorded to undergraduate representatives, as summarized in Figure 2-1.

Summary of Undergraduate Representation at the University of Alberta

Name of Body	<i>Ex officio</i> positions held by members of the Students' Union Executive Committee	Number of Undergraduate Representatives
Students' Union	5	46
Board of Governors	1	2
General Faculties Council (GFC)	3	45
GFC Standing Committees and the Council on Student Affairs	10	25
University Appeal Boards and Committees	0	15
Senate	1	4
Central Advisory and Administrative Committees	17	>21
Faculty Councils	0	104
Standing Committees of Faculty and School Councils	0	>134
Department Councils	0	58
Standing Committees of Department Councils	0	>43
Faculty Associations	0	186
Departmental Associations	0	420
Residence Associations*	0	29
Total	37 positions held by 5 undergraduates	>1131

Figure 2-1 Total number of seats accorded to undergraduates in the University of Alberta and University of Alberta Students' Union governance systems

What follows in this document is a series of detailed summaries of the structure and number of student governance positions available at the University of Alberta. In addition to this edition of the Discovering Students in Governance report we are pleased to present a companion document tracking vacancies in student representative positions and look forward to being able to use that data in future years. It is our hope that this report will stimulate further discussion and recommendations for the enhancement of representative participation in University and student governance activities.

*Lister Hall Association was derecognized last year. There are currently 7 Lister Representatives who are SU staff and not part of the LHSA.

3. UNIVERSITY OF ALBERTA STUDENTS' UNION

The University of Alberta Students' Union (SU) is divided into three branches. It has a legislative body, the Students' Council, a judicial body, the Discipline, Enforcement, and Interpretation Board, and it has an executive body, the Executive Committee. The legislation, undergraduate representation, and method of replenishment for each of these is outlined below.

University students associations are enshrined as independent corporations under §93 of the Alberta Post Secondary Learning Act (PSLA).

Their function is to:

"Provide for the administration of student affairs at the public post-secondary institution, including the development and management of student committees, the development and enforcement of rules relating to student affairs and the promotion of the general welfare of the students consistent with the purposes of the public post-secondary institution."^v

The PSLA further stipulates that students associations must be managed by a council elected by and from the membership of the association.^{vi}

Students' Council

Legislation for Students' Council

The University of Alberta Students' Union is governed by its Students' Council, which oversees all decisions regarding the direction of the organization. Sitting on Council are the President and four Vice Presidents (External, Academic, Student Life, Operations & Finance) the undergraduate Board of Governors representative, and 32 elected faculty councilors, with seats assigned proportional to enrolment in University faculties. The Speaker and General Manager also sit on Council as non-voting members.

Students' Council is governed by Students' Union Bylaw 0100.

Undergraduate Representation on Students' Council

Students' Council has eight standing committees and a judiciary board to assist in its activities.

Undergraduate Representation on Students' Council, its Boards and Committees

Name of Body	Number of Undergraduate Representatives	Method of Appointment
Students' Council	32 Councillors, 5 Executive, 1 Board of Governors Representative	Elected annually by the membership
Audit Committee	7	Elected annually by Council
Finance Committee	9	Elected annually by Council
Bylaw Committee	7	Elected annually by Council
Council Administration Committee (CAC)	5	Elected annually by Council
Nominating Committee	7	Elected annually by Council
Policy Committee	9	Elected annually by Council
Total	82 positions held by 38 undergraduates	

Figure 3-1 Undergraduate Representation on Students' Union Students' Council and its Standing Committees

Method of Replenishment for Students' Council

Elections are held in March to elect the five executives and the undergraduate Board of Governors representative. Two weeks after the Executive election, representatives to Students' Council are elected. If not all of the seats on council are filled, a by-election is held in the Fall.

Executive Committee

Legislation for the Executive Committee

Although the Executive Committee is technically a committee of council with no more standing than the other committees of council, it is unique in the respect that undergraduates on the executive are elected from any faculty for specific roles and they wield an extraordinary amount of institutional power in the Students' Union. It is responsible for managing the day-to-day operations of the Students' Union and coordinating its longer-term strategy. The Executive Committee has broad powers of recommendation to Students' Council.

As outlined in SU Bylaw 1100, the Executive Committee is responsible for executing or putting into effect, the policy and legislation approved in council^{vii}.

Undergraduate Representation on the SU Executive Committee

Position	Number of Undergraduate Representatives	Method of Appointment
President	1	Elected annually by the membership
VP Operations and Finance	1	Elected annually by the membership
VP Academic	1	Elected annually by the membership
VP External	1	Elected annually by the membership
VP Student Life	1	Elected annually by the membership
Total	5	

Figure 3-2 Undergraduate Representation on the SU Executive Committee

Method of Appointment of the Executive Committee

The members of the Executive Committee are elected in March of each year to serve a term of one year from May 1 to April 30. All members of the SU are eligible to vote in the Executive Committee and Board of Governors Elections.

Sub-Committees of the SU Executive

Undergraduate Representation on Sub-Committees of the SU Executive

Position	Number of Reps	Method of Appointment
Academic Relations Group	8-10	Appointment/Application
Total	8-10	

Figure 3-3 Undergraduate Representation on the SU Executive Sub-Committees

Academic Relations Group (ARG)

The Academic Relations Group meets bi-weekly and members discuss and advocate for improvements to teaching and learning on the University of Alberta campus. Members also represent the Vice-President Academic on a number of committees.

Discipline, Interpretation, and Enforcement Board (DIE Board)

Legislation for the DIE Board

DIE Board is the judicial branch of the Students' Union. Its duties and powers are outlined by Students' Union Bylaw 1500^{viii}. DIE Board may hear complaints about contravention of SU legislation, interpret SU legislation, and hear appeals on rulings of the Chief Returning Officer. Meeting only as needed, tribunes interpret and enforce Students' Union bylaws.

Any student, with the exception of those serving as Tribunes, may initiate a complaint against SU Bylaw. Students' Union constituted bodies, with the exception of DIE Board and Council, may also initiate complaints.

Undergraduate Representation on DIE Board

DIE Board consists of one Chief Tribune, two Associate Chief Tribunes, and between five and eleven Tribunes. The Chief Tribune has the responsibility of appointing Tribunes to panels and scheduling hearings. The Associate Chief Tribunes assume the responsibilities of the Chief Tribune in his or her absence. When all slots are filled there are as many as fourteen members of DIE Board, but the number may range anywhere between eight and fourteen. Once a student is confirmed as a tribune on DIE Board, they remain a Tribune for as long as they remain an undergraduate.

Undergraduate Representation on the DIE Board

Position	Number of Undergraduate Representatives	Method of Appointment
Chief Tribune	1	DIE Board Selection Committee nomination
Associate Chief Tribune	2	DIE Board Selection Committee nomination
Tribune	5-11	DIE Board Selection Committee nomination
Total	8-14	

Figure 3-4 Undergraduate Representation on the DIE Board

Method of Replenishment for the DIE Board

Vacancies occur on DIE Board whenever a Tribune ceases to be an undergraduate. In a year in which vacancies occur, the Chief Tribune is responsible for convening a DIE Board selection committee that consists of two voting members of the executive, two voting members of council, and two Tribunes. The chair of the committee is selected by the committee, and the quorum of the committee is five.

The DIE Board selection committee will review applicants and nominate the most suitable through a two-thirds majority vote of the committee. The nominee will then be ratified by a two-thirds majority vote of council.

4. BOARD OF GOVERNORS

Legislation

The Board of Governors (the Board) is established under §16 of the Post Secondary Learning Act (PSLA) as the managing board of the University's bicameral governance structure.

The Board has expansive powers, as laid out in §17 and §59 through §69 of the PSLA.

Section 16(3) of the PSLA stipulates that the Minister of Enterprise & Advanced Education will appoint two undergraduate students nominated by the council of the students association to serve on the Board.

Undergraduate Representation at the University of Alberta

There are two undergraduate representatives on the University of Alberta Board of Governors. Under Students' Union legislation, the President of the Students' Union has an *ex officio* position on the Board, while the other position is accorded to an elected undergraduate^{ix}.

There are seven Standing Committees established by the Board of Governors of the University of Alberta that operate on delegated authority from the Board. Several of these Standing Committees have one undergraduate representative on them. That representative may either be the President of the Students' Union or the elected undergraduate governor.

Undergraduate Representation on the Board of Governors and its Committees

Name of Body	Number of Undergraduate Representatives	Method of Appointment
Board of Governors	2	<i>Ex officio</i> (President); elected annually by the membership of the students' association (representative)
Board Audit Committee	0	N/A
Board Finance & Property Committee (BFPC)	1	Appointed by the Board from its undergraduate membership, upon consultation with those members and the Committee Chair
Board Human Resources & Compensation Committee (BHRCC)	0	N/A
Board Investment Committee	0	N/A
Board Learning & Discovery Committee (BLDC)	1	Appointed by the Board from its undergraduate membership, upon consultation with those members and the Committee Chair
Board Safety, Health & Environment Committee (BSHEC)	1	Appointed by the Board from its undergraduate membership, upon consultation with those members and the Committee Chair
Board University Relations Committee (BURC)	1	Appointed by the Board from its undergraduate membership, upon consultation with those members and the Committee Chair
Total	6 positions held by 2 undergraduates	

Figure 4-1 Undergraduate Representation on the Board and its Standing Committees

Method of Replenishment

Under Students' Union legislation the Undergraduate Board of Governors Representative is elected at the same time and in the same fashion as the Students' Union President and Vice Presidents^x. Elections for those positions are held annually in March. The elected students are recommended to the Minister of Enterprise & Advanced Education for appointment and, if the Minister accedes, are appointed by an Order in Council of the government of Alberta.

The Board Chair and respective Committee Chairs in consultation with members determine committee assignments.

5. GENERAL FACULTIES COUNCIL & COUNCIL ON STUDENT AFFAIRS

Legislation

The General Faculties Council

The General Faculties Council (GFC) is enshrined under §26(1) of the Post Secondary Learning Act (PSLA) as the academic half of the University's bicameral governance structure.

The mandate of the GFC is summarized broadly in the PSLA as follows:

"Subject to the authority of the board, a general faculties council is responsible for the academic affairs of the university..."^{xi}

Its powers are further expanded upon in §22 - 26, 31 and 32 of the PSLA.

The PSLA stipulates that there must be undergraduate representation on the GFC. By virtue of a motion passed by the GFC at its February 1971 meeting, the number of undergraduate representatives has parity with the number of elected faculty members^{xii}.

The Council on Student Affairs (COSA)

The Council on Student Affairs is established under §32(1) of the PSLA, which states:

"A general faculties council may establish a council on student affairs to exercise immediate jurisdiction over student affairs with respect to any matters and in any manner the general faculties council determines and to exercise or perform any other powers, duties and functions the general faculties council determines."^{xiii}

Undergraduate Representation at the University of Alberta

There are 3 categories of undergraduate representation on the GFC.

1. Statutory student members of GFC nominated by the council of the undergraduate students association.
2. Undergraduate members of the Board of Governors.
3. Appointed student members elected and nominated by the Students' Union.^{xiv}

Taken together, these 3 categories of undergraduate representation yield 44 seats on the GFC.

There are eleven Standing Committees established by GFC pursuant to §26 and §31 of the PSLA, each with undergraduate representation.

The majority of COSA's membership is composed of student members, with a majority of the student representatives being undergraduate.

Undergraduate Representation on General Faculties Council and its Standing Committees

Name of Body	Number of Undergraduate Representatives	Method of Appointment
General Faculties Council (GFC)	46	4 <i>ex officio</i> members (SU President as Governor, Undergraduate Governor, SU VP Academic, SU VP Student Life), 42 elected-then-appointed
Council on Student Affairs (COSA)	10	9 <i>ex officio</i> (SU VP Student Life, RHA representative, IFC representative, Pan-Hellenic Council Representative, Campus St. Jean Representative, International Student Representative, Campus Recreation Advisory Committee representative), 1 elected by GFC via Nominating Committee
Academic Planning Committee (APC)	2	1 <i>ex officio</i> (SU President), 1 appointed by Nominating Committee
Academic Standards Committee (ASC)	2	1 <i>ex officio</i> (SU VP Academic), 1 appointed by Nominating Committee
ASC Subcommittee on Standards (ASCSOS)	1	<i>Ex officio</i> (SU VP Academic)
Committee on the Learning Environment (CLE)	2	1 <i>ex officio</i> (SU VP Academic), 1 appointed by Nominating Committee
Campus Law Review Committee (CLRC)	2-3	1 <i>ex officio</i> (SU VP Student Life), 1-2 appointed by Nominating Committee
Executive Committee (Exec)	2	1 <i>ex officio</i> (SU VP Academic), 1 appointed by nominating committee
Facilities Development Committee (FDC)	2	1 <i>ex officio</i> (SU VP Academic), 1 appointed by Nominating Committee
Nominating Committee	2	1 <i>ex officio</i> (SU VP Academic), 1 appointed by GFC SC
Replenishment Committee	1	<i>Ex officio</i> (SU VP Academic)
Undergraduate Awards & Scholarship Committee (UASC)	2	Appointed by Nominating Committee
University Teaching Awards Committee (UTAC)	2	Appointed by Nominating Committee
Total	76-77	

Figure 5-1 Undergraduate representation on the GFC, COSA & Standing Committees

Method of Replenishment

Under GFC rules^{xv} and as mirrored under SU legislation^{xvi}, appointed student members are elected and nominated by the Students' Union. Elections are held annually in March in conjunction with the Students' Union Students' Council elections. If not all of the seats on council are filled a by-election is held in September.

Undergraduate-at-large members of the GFC Standing Committees are selected annually by the GFC Nominating Committee, except for the undergraduate-at-large on the GFC Executive Committee, who is selected annually by the GFC Replenishment Committee.

Undergraduate members of the COSA are mainly *ex officio*. One member is elected from the GFC.

6. University Level Appeal Boards and Committees

Legislation

GFC Academic Appeals Committee

Under the Post Secondary Learning Act (§26(1)), General Faculties Council (GFC) has responsibility, subject to the authority of the Board of Governors, over academic affairs of the University, and has the authority to hear and determine appeals from faculty council decisions on applications, requests, or petitions by students and others (§26(1)(h)). GFC may also legislate “conditions or restrictions” on the powers of Faculty Councils (§29(1)).

University Appeal Board

Under the Code of Student Behaviour^{xvii} and the GFC Policy Manual^{xviii}, the Undergraduate Appeal Board, as delegate of GFC and the Board of Governors, has the authority to determine whether or not an offence has been committed and to confirm, vary or quash sanctions imposed.

Under §31 of the Post Secondary Learning Act, GFC and the Board of Governors have the authority to amend the Code of Student Behaviour.

Undergraduate Representation at the University of Alberta

There are three judicial bodies with undergraduate representation at the university level.

Undergraduate Representation on University Level Appeal Boards and Committees

Name of Body	Number of Undergraduate Representatives	Method of Appointment
GFC Academic Appeals Committee (GFC AAC)	4	4 elected to panel by GFC.
University Appeal Board (UAB)	10	10 elected to panel by GFC.
GFC Practice Review Board (GFC PRB)	2	2 appointed from GFC, AAC, or UAB.
Total	16	

Figure 6-1 Undergraduate representation on the GFC, COSA & Standing Committees

Method of Replenishment

Under the rules of each board and committee, appointed members are elected and nominated by the General Faculties’ Council. Student names are forwarded to the GFC Nominating Committee, which screens student applications to fill vacancies and presents nominations to GFC for election.

7. The University of Alberta Senate

Legislation

The University of Alberta Senate is established under §11 of the Alberta Post Secondary Learning Act (PSLA). The mandate of the Senate under §13(1) of the PSLA is to:

"...inquire into any matter that might benefit the university and enhance its position in the community."^{xix}

Section 11(3)(b)(vi) of the PSLA stipulates that the Senate will have four undergraduate members, appointed by the students association.

Undergraduate Representation at the University of Alberta

There are four representatives on the University of Alberta Senate. Under Students' Union legislation, the Vice President (External) of the Students' Union has an *ex officio* position on the Senate. The three additional positions are appointed via a selection committee, which makes a recommendation to the Council Administration Committee of the Students' Union. Students' Council makes the final recommendation to the University.

The Senate also has several standing committees with undergraduate members. These positions are summarized in Figure 7-1.

Undergraduate Representation on the University Senate and its Committees

Name of Body	Number of Undergraduate Representatives	Method of Appointment
Senate	4	<i>Ex officio</i> (Vice President External); selected by the Students' Union
Executive Committee	1	<i>Ex officio</i> (Vice President External)
Campus Engagement Committee	2	Selected from sitting student Senators
Honorary Degree Selection Committee	1	<i>Ex officio</i> (Vice President External)
Local Community Engagement Committee	2	Selected from sitting student Senators
Nominating Committee	0	N/A
Provincial and Northern Engagement Committee	1	Selected from sitting student Senators
Aboriginal Initiatives Working Group	0	N/A
Total	11	

Figure 7-1 Undergraduate representation on the University Senate and its Committees

Method of Replenishment

Under Students' Union legislation the Vice President (External) is elected annually in March.

The three appointed positions are replenished annually via a selection process overseen jointly by the Students' Union Council Administration Committee and the Vice President (External) of the Students' Union^{xx}.

The seats on Senate standing committees are accorded to the student Senators selected through the Students' Union processes.

8. Central Advisory and Administrative Committees

Legislation

As the complexity of University governance activities has grown, the institution has evolved a number of standing advisory and administrative committees to augment its governance processes.

These committees come under a wide variety of legislative frameworks, depending on whose authority they are convened under and what their respective terms of reference specify. Generally, they originate through the ability of the Board of Governors to delegate its authority as enshrined under §62 of the Post Secondary Learning Act (PSLA).

Most advisory and administrative committees of the University are chaired by a member of the senior administration, and have a mandate to provide recommendations to that administrator on a specific aspect of their portfolio. These committees also act as forums for informal discussion on proposals that will go through the Board of Governors or General Faculties Council.

Undergraduate Representation at the University of Alberta

More than forty administrative and advisory committees, subcommittees and groups with up to date information available online were researched. Of those committees, twenty have undergraduate representation, as summarized in Figure 7-1.

A note on methodology

Accurate information on advisory and administrative committees is difficult to gather. These committees are not accessible on the University Governance website and there is no 'master list' available detailing which committees are currently active and where their respective terms of reference can be found. Where these committees have websites (and not all do), they are located in different places on the web pages of administrative portfolios and University units.

For the purposes of this report, the Students' Union compiled a list of administrative and advisory reports

through research into reports received from undergraduate representatives serving on these committees for the past five years. The final reports of Students' Union Associate Vice Presidents Academic for that time period were especially helpful. That list was cross-referenced with the University Acronym list available as of November 2011. From there, extensive web research was undertaken to verify whether or not the listed committees were still meeting and whether or not they still have undergraduate representatives. We also contacted the administrative personnel of each University Executive's office and requested data on undergraduate participation.

Undergraduate Representation on University Advisory & Administrative Committees

Name of Body	Number of <i>Ex officio</i> Representatives	Number of Undergraduate Representatives	Method of Appointment
Tuition Budget Advisory Committee (TBAC)	2: SU President & an SU Vice President	0	President selects SU Vice President
BAC Subcommittee on MNIFs (MBAC)	2: SU President & an SU Vice President	0	President selects SU Vice President
Academic Policy and Process Review Task Force	0	4	Selected by the SU
Alcohol Policy Review Committee (APRC)	2: SU VP (Student Life), Residence Halls Association President	0	N/A
Alumni Council	1: SU President	0	N/A
Art Acquisitions Committee	0	1	Appointed either by the SU or the Associate Director of Museums and Collections
Convocation Committee	1: SU VP (Academic)	0	N/A
Council on Aboriginal Initiatives	0	4 or more	1 undergraduate student at large appointed, 1 representative from the Aboriginal Students' Council, and no fewer than 2 students from existing and active Aboriginal initiatives
Festival of Teaching Steering Committee	1: SU VP (Academic)	0	N/A
Museums Policy and Planning Committee	0	1	Appointed by the Executive Director of Museums and Collections
ONEcard Advisory Committee	1: SU VP (Student Life)	2	Selected by the SU
Residence Budget Advisory Committee (RBAC)	4: SU President, SU VP (Student Life), Augustana Students' Association President, Residence Halls Association President	0	N/A
Standing Advisory Council on International Engagement (SACIE)	0	2	Selected by the SU
United Way Campus Campaign	1: SU VP (External)	0	N/A

Name of Body	Number of <i>Ex officio</i> Representatives	Number of Undergraduate Representatives	Method of Appointment
University Research Policy Committee (URPC)	1: SU VP (Academic)	1	Selected by SU
U-Pass Administration Committee	1: SU VP (Student Life)	0	N/A
YouAlberta Student Communicators Network	0	0	N/A
Total	17, shared by 7 people (5 SU Execs, ASA President, RHA President)	14 or more	

Figure 8-1 Undergraduate Representation on University Advisory & Administrative Committees

Method of Replenishment

The methods of replenishment for these seats vary widely. Elections are held in March to elect the five executives, and so *ex officio* positions held by members of the Students' Union Executive Committee are refreshed annually. Executive members may choose to delegate their seats; in that case, the Executive Committee member selects the delegate. The other selection methods are summarized in Figure 8-1.

9. Faculty Councils

Faculty Councils

Legislation

Faculty Councils are established under §28 of the Post Secondary Learning Act (PSLA).

The powers and duties of Faculty Councils are detailed in §29 of the PSLA. Faculty Councils are, broadly speaking, responsible for the day-to-day academic affairs of their respective faculty.

The PSLA does not specify that undergraduates be members of Faculty Councils. At the University of Alberta, student representation on faculty councils is established under §55 of the General Faculties Council Policy Manual.

Undergraduate Representation at the University of Alberta

There are nineteen faculties at the University of Alberta that have Faculty Councils^{xxi}, fourteen of which enroll undergraduates. The number of undergraduate representatives serving on Faculty Councils varies from one to thirty-five. For more information, see Figure 9-1.

Method of Replenishment

Replenishment of Faculty Council seats is the responsibility of the appropriate student faculty association, using whatever method the association deems suitable, and occurs annually. In the event that selection is not completed by September 30 of each year, the responsibility of replenishment falls to the Students' Union^{xxii}.

There is a wide variance in the method of selection, though generally the student faculty associations reserve at least one seat for a member of their executive. For more information, see Figure 9-1.

Undergraduate Representation on Faculty Councils

Faculty or School	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Agriculture, Life & Environmental Sciences (ALES)	8	Faculty of ALES Undergraduate Association (FAUnA)	Election/Appointment
Arts	35	Arts Faculty Students' Association (AFSA)	Election/Appointment
Augustana	5	Augustana Students' Association (ASA)	<i>Ex officio</i> /Appointment
Business, School of	5	Business Students' Association (BSA)	<i>Ex officio</i> / Appointment
Education	2	Education Students' Association (ESA)	<i>Ex officio</i>
Engineering	3	Engineering Students' Society (ESS)	<i>Ex officio</i>
Law	6	Law Students' Association (LSA)	Election/Appointment
Medicine & Dentistry	10	Medical Students' Association (MSA; 6 seats), Dental Students' Association (DSA; 4 seats)	Appointment/ <i>Ex officio</i>
Native Studies	6	Native Studies Students' Association (NSSA) & Aboriginal Student Council	Appointment/ <i>Ex officio</i>
Nursing	1	Nursing Undergraduate Association (NUA)	Appointment/ <i>Ex officio</i>
Pharmacy & Pharmaceutical Sciences	2	Alberta Pharmacy Students' Association (APSA)	<i>Ex officio</i>
Physical Education & Recreation	6	Physical Education & Recreation Council of Students (PERCS)	<i>Ex officio</i>
Saint-Jean	3	l'Association des Universitaires de la Faculté Saint-Jean (AUFSJ)	Appointed
Science	12	Interdepartmental Science Students' Society (ISSS)	Appointment/ <i>Ex officio</i>
Total	104		

Figure 9-1 Undergraduate Representation on University Advisory & Administrative Committees

Standing Committees of Faculty Councils

Legislation

Faculty Councils can establish standing Committees under §29(3) of the Post Secondary Learning Act (PSLA).

The powers and duties of Standing Committees are delegated by the Faculty Council as they see fit, but generally include handling the more detailed work of the Faculty Council and reporting back on their activities and progress.

The structure of standing committees varies depending on the needs of the Faculty Council establishing them. The PSLA does not specify that undergraduates be members of Faculty Council Standing Committees. Whether University or faculty policy specifies undergraduate participation varies by committee function and by faculty.

Undergraduate Representation at the University of Alberta

There are 14 faculties at the University of Alberta that enroll undergraduates. Of the faculties that we were able to collect information on for this report, the following faculties have no undergraduate representation on Faculty Council Standing Committees:

- Faculty of Science
- Faculty of Business

Method of Replenishment

The method of replenishment of undergraduate representatives varies depending on the committee. It is usually the responsibility of the Student Faculty Association, but in some cases can be undertaken by the Dean, Committee Chairs, other committee members, nomination committees, etc.

A note on methodology

Accurate information on Faculty Council Standing Committees is only available as public information online for a handful of faculties.

For the purposes of this report, Discover Governance contacted the faculties individually through the

administrative personnel to gain information on student representation on their Standing Committees. The Faculty Associations were also contacted as many of them have directors or portfolios that are responsible for the replenishment of these Committees.

Faculty of Agricultural, Life and Environmental Sciences

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Academic Coordinating Committee	4	Faculty of ALES	4 undergraduate students selected by ALES students
Academic Appeals Committee	4	Faculty of ALES Undergraduate Association (FAUnA)	4 students are selected, 1 serves on each appeal panel
Undergraduate Program Committees	1	Relevant Program Associations	VP Academic of Program Association or by election
Total	9		

Figure 9-2 Undergraduate Representation on ALES Faculty Standing Committees

Faculty of Arts

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Arts Executive Committee	4	Student Representatives of Arts Faculty Council	<i>Ex officio</i> (OASIS External); 3 elected
Academic Affairs Committee	5	Organization for Arts Students and Interdisciplinary Studies (OASIS)	Appointed
Arts Teaching & Learning Engagement Committee	3	Organization for Arts Students and Interdisciplinary Studies (OASIS)	Appointed
Faculty Academic & Grade Appeals Committee	3	Organization for Arts Students and Interdisciplinary Studies (OASIS)	Appointed
McCalla Professorship Committee	1	Arts Teaching and Learning Engagement Committee (ATLEC)	Selected
Undergraduate Teaching Awards Committee	3	Organization for Arts Students and Interdisciplinary Studies (OASIS)	Appointed
Total	19		

Figure 9-3 Undergraduate Representation on Arts Faculty Standing Committees

Faculty of Augustana

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Academic Appeals Committee	4	Augustana Students' Association (ASA)	Appointed
Annual Theme Committee	2	Annual Theme Committee	Application
Curriculum Committee	2	Augustana Students' Association (ASA)	Appointed
Committee on the Learning Environment	2	Augustana Students' Association (ASA)	Appointed
Research Committee	2	Augustana Students' Association (ASA)	Appointed
Sustainability Committee	2	Dean of Augustana	Appointed (with consultation from ASA and academic staff)
Learning and Beyond Committee	2	Dean of Augustana	Appointed
Viking Athletics Advisory Council	2	<i>Data incomplete</i>	Appointed by invitation (athletes, one male and one female)
Building/Design Committee	1	Augustana Students' Association (ASA)	Appointed
Aboriginal Engagement Committee	3	<i>Data incomplete</i>	Appointed by invitation
Total	22		

Figure 9-4 Undergraduate Representation on Augustana Faculty Standing Committees

Faculty of Education

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Undergraduate Academic Appeals Committee	8	Education Students' Association (ESA)	Appointed
Faculty Teaching Awards Committee	1	Education Students' Association (ESA)	<i>Ex officio</i> (ESA President)
H.T. Coutts Library Advisory Committee	1	Education Students' Association (ESA)	Appointed
Technology Advisory Board	1	Education Students' Association (ESA)	Appointed
Undergraduate Academic Affairs Council	3	Education Students' Association (ESA)	Appointed
Total	14		

Figure 9-5 Undergraduate Representation on Education Faculty Standing Committees

Faculty of Engineering

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Academic Planning Committee	1	Engineering Students' Society (ESS)	ESS President appoints a Vice-President
Admissions, Promotions, and Timetabling Committee	1	Engineering Students' Society (ESS)	ESS President Appoints a VP
Engineering Undergraduate Equipment Fund	1	Engineering Students' Society (ESS)	ESS President Appoints a VP
Total	3		

Figure 9-6 Undergraduate Representation on Engineering Faculty Standing Committees

Faculty of Law

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Admissions Committee	1	Student body	Election
Curriculum Committee	4	<i>Data incomplete</i>	<i>Data incomplete</i>
Equality and Respect Committee	3	Law Faculty Council (LFC)	By acclamation, or election by LFC
Advisory Selection Committee	1	Law Students' Association (LSA)	Appointed
Student Appeals Committee	3	<i>Data incomplete</i>	Election or appointment
Visiting Speakers Committee	2	<i>Data incomplete</i>	<i>Data incomplete</i>
Total	14		

Figure 9-7 Undergraduate Representation on Law Faculty Standing Committees

Faculty of Medicine and Dentistry

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Medical Sciences Library Committee	3	Dental Students' Association (DSA)	Appointed
Total	3		

Figure 9-8 Undergraduate Representation on Medicine and Dentistry Faculty Standing Committees

Faculty of Native Studies

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Academic Affairs Committee	1	Native Studies Students' Association (NSSA)	Appointed
Student Academic Appeals Committee	1	Native Studies Students' Association (NSSA)	Appointed
Total	2		

Figure 9-9 Undergraduate Representation on Native Studies Faculty Standing Committees

Faculty of Nursing

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Aboriginal Nursing Advisory Committee	1 (Aboriginal student)	Nursing Undergraduate Association (NUA)	Appointed
Academic Appeals Board	10	Nursing Undergraduate Association (NUA)	Appointed
Advisory Selections Committee	1	Nursing Undergraduate Association (NUA)	Appointed
e-Learning Services	1	Nursing Undergraduate Association (NUA)	Appointed
Faculty of Nursing Caucus	1	Nursing Undergraduate Association (NUA)	Appointed
Faculty of Nursing Executive Committee	1	Nursing Undergraduate Association (NUA)	Appointed
Healthy Workplace Committee	1	Nursing Undergraduate Association (NUA)	Appointed
International Nursing Advisory Committee	1	Nursing Undergraduate Association (NUA)	Appointed
On-Site Undergraduate Curriculum Committee	1	Nursing Undergraduate Association (NUA)	Appointed
Strategic Advisory Council	1	Nursing Undergraduate Association (NUA)	Appointed
Undergraduate Admissions Committee	1	Nursing Undergraduate Association (NUA)	Appointed
Total	22		

Figure 9-10 Undergraduate Representation on Nursing Faculty Standing Committees

Faculty of Pharmacy and Pharmaceutical Sciences

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Admissions Committee	1	Alberta Pharmacy Students' Association (APSA)	Appointed
Curriculum Committee	2	Alberta Pharmacy Students' Association (APSA)	2 students from APSA
Assessment Committee	1	Dean of Pharmacy and Pharmaceutical Sciences	Appointed
Appeals Committee	1	Alberta Pharmacy Students' Association (APSA)	Appointed
IT Advisory Committee	<i>Data incomplete</i>	<i>Data incomplete</i>	<i>Data incomplete</i>
Total	5		

Figure 9-11 Undergraduate Representation on Pharmacy Faculty Standing Committees

Faculty of Physical Education and Recreation

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Undergraduate Programs Committee	1	Physical Education & Recreation Council of Students (PERCS)	<i>Ex officio</i> (President)
Executive Committee	1	Physical Education & Recreation Council of Students (PERCS)	<i>Ex officio</i> (President)
Total	2		

Figure 9-12 Undergraduate Representation on Physical Education and Recreation Faculty Standing Committees

Faculté Saint-Jean

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Comité des Appels	2	Association des Universitaires de la Faculté Saint-Jean (AUFSJ)	Appointed
Comité de la Bibliothèque Saint-Jean	2	Association des Universitaires de la Faculté Saint-Jean (AUFSJ)	Appointed
Comité de l'Enseignement et Apprentissage	1	Association des Universitaires de la Faculté Saint-Jean (AUFSJ)	Appointed
Comité Exécutif	1	Association des Universitaires de la Faculté Saint-Jean (AUFSJ)	Appointed
Comité de la Technologie et d'Innovation	1	Association des Universitaires de la Faculté Saint-Jean (AUFSJ)	Appointed
Total	7		

Figure 9-13 Undergraduate Representation on Faculté Saint-Jean Standing Committees

10. Department Councils

Legislation

Department Councils are established under §42.3 of the General Faculties Council Policy Manual.

Section 42.3 (1)(e) stipulates that each Department Council of the University of Alberta will include undergraduate students from the programs offered by the department concerned, the exact numbers to be determined by the Faculty Council on recommendation from the appropriate Department Council^{xxiii}.

Undergraduate Representation at the University of Alberta

There are approximately 62 departments at the University of Alberta that enroll undergraduates, as well as several programs with separate advisory Councils^{xxiv}.

Faculties with no Department Councils

The following faculties have no department councils, primarily because of the small size of the faculty:

- Faculty of Native Studies
- Campus Saint-Jean
- Law
- Nursing
- Pharmacy and Pharmaceutical Sciences
- Physical Education and Recreation

Other faculties, like the School of Business, do not have departmental councils, but rather have program committees.

A note on methodology

Accurate information on advisory and administrative committees is not available as public information online. While the GFC Manual outlines the general description of the composition of Department Councils, there is no indication of the actual number of representatives per department.

For the purposes of this report, the Students' Union contacted the departments individually through the administrative personnel to gain information on student representation in their departments. The Faculty Associations were also contacted as some of them have directors or portfolios that directly communicate with these representatives.

Method of Replenishment

Under §42.3(1)(e) of the General Faculties Council Policy Manual, undergraduate representatives to department Councils are to be selected by the appropriate department student association or, where no such association exists, by the appropriate student faculty association.¹

Summary of Undergraduate Representation on Department Councils

Name of Faculty	Number of Department Councils	Number of Undergraduate Representatives
Agriculture, Life & Environmental Sciences (ALES)	5	5
Arts	17	26
Augustana	4	4
Business, School of	4	0
Education	4	4
Engineering	4	9
Medicine and Dentistry	20	3
Science	7	12
Total	65	63

Figure 10-1 Summary of Undergraduate Representation on Department Councils

Faculty of Agricultural, Life and Environmental Sciences

Name of Department	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Agricultural Food and Nutritional Science	1	Faculty of ALES Student Services	<i>Data incomplete</i>
Forest Science and Management	2	ECSA and Forest Society	<i>Ex officio</i>
Human Ecology	2	Human Ecology Students' Assoc.	<i>Ex officio</i>
Total	5		

Figure 10-2 Undergraduate Representation on ALES Department Councils

Faculty of Arts

Name of Department	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Anthropology	2	University of Alberta Anthropology Undergraduates	Appointed
Art and Design	1	Student Design Association (SDA)	<i>Ex officio</i> (Director of SDA)
Drama	4	Student groups within the Department	Elected (1 for each student group)
East Asian Studies	1	Kampai Gambei Kombae (KGK)	<i>Ex officio</i> (KGK President or delegate)
Economics	2	Economics Students Association	Volunteer
English and Film Studies	2	English student body	Selected
Human Geography	2	Departmental Association	Volunteer
History and Classics	2	History & Classics Undergraduate Association	Appointed
Linguistics	1	Linguistics Club	<i>Ex officio</i>
Modern Languages and Cultural Studies	2	MLCS Faculty	Appointed
Music	1	Music Students Association	<i>Ex officio</i>
Political Science	2	Political Science Undergraduate Association	<i>Ex officio</i>
Psychology	1	Undergraduate Psychology Association	Appointed
Sociology	2	Sociology Undergraduate Student Association	Election
Women's Studies	1	Women's Studies Undergraduate Association	Volunteer
Total	26		

Figure 10-3 Undergraduate Representation on Arts Department Councils

Faculty of Augustana

Name of Department	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Fine Arts	1	Augustana Students' Association	Appointed
Humanities	1	Augustana Students' Association	Appointed
Science	1	Augustana Students' Association	Appointed
Social Sciences	1	Augustana Students' Association	Appointed
Total	4		

Figure 10-4 Undergraduate Representation on Augustana Faculty Standing Committees

Faculty of Business

Name of Program	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Accounting, Operations and Information Systems	<i>Data incomplete</i>	<i>Data incomplete</i>	<i>Data incomplete</i>
Finance and Statistical Analysis	<i>Data incomplete</i>	<i>Data incomplete</i>	<i>Data incomplete</i>
Marketing, Business Economics, and Law	<i>Data incomplete</i>	<i>Data incomplete</i>	<i>Data incomplete</i>
Strategic Management and Organization	<i>Data incomplete</i>	<i>Data incomplete</i>	<i>Data incomplete</i>
Total	<i>Unknown</i>		

Figure 10-5 Undergraduate Representation on Business Program Committees

Faculty of Education

Name of Department	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Educational Policy Studies	1	Education Students' Association (ESA)	Appointment
Educational Psychology	1	Education Students' Association or Secondary Education Students Assoc.	<i>Ex officio</i>
Elementary Education	1	Education Students' Association (ESA)	Appointment
Secondary Education	1	Secondary Education Students Assoc.	Appointment
Total	4		

Figure 10-6 Undergraduate Representation on Education Department Councils

Faculty of Engineering

Name of Department	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Chemical and Materials Engineering	2	Chemical Engineering and Materials Engineering Club	<i>Ex officio</i>
Civil and Environmental Engineering	3	Civil Engineering Club, Mining Club and Petroleum Club	<i>Ex officio</i>
Electrical and Computer Engineering	3	Computer Engineering Club, Electrical Engineering Club and Engineering Physics Club	<i>Ex officio</i>
Mechanical Engineering	1	Mechanical Engineering Club	<i>Ex officio</i>
Total	9		

Figure 10-7 Undergraduate Representation on Engineering Department Councils

Faculty of Medicine and Dentistry

Name of Department	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Dentistry and Dental Hygiene	3	Dental Students Association	<i>Ex officio</i>
Total	3		

Figure 10-8 Undergraduate Representation on Medicine and Dentistry Department Councils

Faculty of Science

Name of Department	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Biological Sciences	4	Interdepartmental Science Students' Society	Appointment
Chemistry	1	Chemistry Students Association	Appointment
Computing Science	1	Undergraduate Association of Computing Science	Appointment
Earth and Atmospheric Sciences	3	PS Warren Society and Human Geography Students Society	Election
Mathematical and Statistical Sciences	1	Mathematical Students Association	Appointment
Physics	1	Undergraduate Physics Society	<i>Ex officio</i>
Psychology	1	Undergraduate Psychology Association	Appointment
Total	12		

Figure 10-9 Undergraduate Representation on Faculty of Science Department Councils

Standing Committees of Department Councils

Legislation

Section 42.3 of the GFC Policy Manual, which is the section that outlines the powers of Department Councils, is silent on whether or not Department Councils have the power to create standing committees.

Undergraduate Representation at the University of Alberta

At this point in time the data that Discover Governance has collected in terms of Department Council Standing Committees is incomplete. However, it can be concluded that there are at least 41 students sitting on at least 23 Department Council Standing Committees.

Departments with no Undergraduate Representatives on Standing Committees

- Biological Sciences
- Civil and Environmental Engineering
- Earth and Atmospheric Science
- East Asian Studies
- Forest Science
- Mechanical Engineering
- Philosophy
- Psychology

A note on methodology

The data in this section was obtained through a number of methods. The membership of some committees is available online through the Department's section of the University website.

Some of the information was obtained by contacting administrative staff in the various departments. The charts below list only the standing committees with undergraduate representation.

Summary of Undergraduate Representation on Department Council Standing Committees

Name of Faculty	Number of Department Councils	Number of Undergraduate Representatives
Agriculture, Life & Environmental Sciences (ALES)	1	1
Arts	16	27
Augustana	<i>Data Incomplete</i>	<i>Data Incomplete</i>
Business, School of	<i>Data Incomplete</i>	<i>Data Incomplete</i>
Education	<i>Data Incomplete</i>	<i>Data Incomplete</i>
Engineering	1	1
Medicine and Dentistry	5	12
Science	<i>Data Incomplete</i>	<i>Data Incomplete</i>
Total	>23	>43

Figure 10-10 Summary of Undergraduate Representation on Department Council Standing Committees

Department of Anthropology

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Undergraduate Programs and Teaching Committee	2	Anthropology Council	Appointment
Total	2		

Figure 10-11 Undergraduate Representation on Department of Anthropology Standing Committees

Department of Dentistry

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Academic Standing Committee	4	Dental Students' Association (DSA)	Election
Admissions Committee	2	Dental Students' Association (DSA)	Appointed
Dentistry Curriculum Committee	1	Dental Students' Association (DSA)	Appointed
Dental Hygiene Curriculum Committee	1	Dental Students' Association (DSA)	Appointed
Student Affairs	4	Dental Students' Association (DSA)	<i>Ex officio</i> positions for DSA executive
Total	12		

Figure 10-12 Undergraduate Representation on Department of Dentistry Standing Committees

Department of Drama

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Student Advisory Group	8	Relevant Program	Election
Total	8		

Figure 10-13 Undergraduate Representation on Department of Drama Standing Committees

Department of Electrical and Computer Engineering

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Curriculum Committee	1	<i>Data Incomplete</i>	<i>Data Incomplete</i>
Total	1		

Figure 10-14 Undergraduate Representation on Department of Electrical and Computer Engineering Standing Committees

Department of English and Film Studies

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Undergraduate Programs Committee	2	<i>Data incomplete</i>	<i>Data incomplete</i>
Total	2		

Figure 10-15 Undergraduate Representation on Department of English and Film Studies Standing Committees

Department of History and Classics

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Chair Selection/Review Committee	1	Representative Association	Election
Total	1		

Figure 10-16 Undergraduate Representation on Department of History and Classics Standing Committees

Department of Human Ecology

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Undergraduate Program Committee	1	Human Ecology Students' Association (HESA)	Nomination
Total	1		

Figure 10-17 Undergraduate Representation on Department of Human Ecology Standing Committees

Department of Modern Language and Cultural Studies

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Curriculum Committee	1	Faculty	Nomination/Suggestion
Events & Communications Committee	1	Faculty	Nomination/Suggestion
Total	2		

Figure 10-18 Undergraduate Representation on Department of Modern Language and Cultural Studies Standing Committees

Department of Music

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Undergraduate Committee	1	Music Students' Association (MSA)	<i>Ex officio</i>
Teaching and Learning Committee	1	Music Students' Association (MSA)	<i>Ex officio</i>
Curriculum Review and Redesign	1	Music Students' Association (MSA)	<i>Ex officio</i>
Total	3		

Figure 10-19 Undergraduate Representation on Department of Music Standing Committees

Department of Political Science

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Undergraduate Committee	3	Political Science Undergraduate Association (PSUA)	Appointed
Department Hiring Committee	1	Political Science Undergraduate Association (PSUA)	Appointed
Chair Selection/Review Committee	1	Political Science Undergraduate Association (PSUA)	Appointed
Communications Committee	1	Political Science Undergraduate Association (PSUA)	Appointed
Total	6		

Figure 10-20 Undergraduate Representation on Department of Political Science Standing Committees

Department of Sociology

Name of Standing Committee	Number of Undergraduate Representatives	Appointing Body	Method of Appointment
Undergrad Teaching Committee	1	<i>Data Incomplete</i>	<i>Data Incomplete</i>
Chair Selection Committee	1	<i>Data Incomplete</i>	<i>Data Incomplete</i>
Total	2		

Figure 10-21 Undergraduate Representation on Department of Sociology Standing Committees

11. Faculty Associations

Legislation

Student faculty associations are established and regulated under Students' Union Bylaw 8100 and Students' Union Bylaw 8200, and are also regulated as registered Student Groups under University and Students' Union policy. They are referenced in §42.3(1)(e) and §55 of the General Faculties Council policy manual as having responsibility for student appointments to Department and Faculty Councils.

Undergraduate Representation at the University of Alberta

There are fourteen registered student faculty associations at the University of Alberta: one for each faculty enrolling undergraduates.

Method of Replenishment

Student faculty associations are permitted to select their officers by any method they deem suitable, provided that method is established in legislation that meets the requirements of Students' Union Bylaw 8100. Generally, this interpretation requires the election of executive officers. Thirteen of the fourteen student faculty associations elect their executive officers.

Undergraduate Representation on Student Faculty Associations

Faculty or School	Faculty Association	Number of Undergraduate Representatives	Method of Appointment
Agriculture, Life & Environmental Sciences (ALES)	Faculty of ALES Undergraduate Association (FAUnA)	7	Election
Arts	Arts Faculty Students' Association (AFSA)	7	Election
Augustana	Augustana Students' Association (ASA)	5	Election
Business, School of	Business Students' Association (BSA)	7	Election
Education	Education Students' Association (ESA)	5	Election
Engineering	Engineering Students' Society (ESS)	6	Election
Law	Law Students' Association (LSA)	11	Election
Medicine & Dentistry	Medical Students' Association (MSA)	7	Election
Native Studies	Native Studies Students' Association (NSSA)	5	Election
Nursing	Nursing Undergraduate Association (NUA)	6	Election
Pharmacy & Pharmaceutical Sciences	Alberta Pharmacy Students' Association (APSA)	9	Election
Physical Education & Recreation	Physical Education & Recreation Council of Students (PERCS)	7	Election
Saint-Jean	l'Association des Universitaires de la Faculté Saint-Jean (AUF SJ)	6	Election
Science	Interdepartmental Science Students' Society (ISSS)	6	Election
Total		94	

Figure 11-1 Undergraduate Representation on Student Faculty Associations

12. Departmental Associations

Legislation

Student Departmental Associations are regulated at three levels: there is legislation regarding them in General Faculties Council Legislation, in Students' Union Bylaw, as well as in individual Faculty Associations' Constitutions or Bylaws. However, since not all faculties have Departmental Associations, not all Faculty Associations have legislation regarding them.

The GFC Policy Manual Section 42.3(e) cites them as having first authority to fill student seats on Department Councils. SU Bylaw 8100 outlines the recognition and oversight of Departmental Associations.

Undergraduate Representation

Student representation on Departmental Associations is somewhat nuanced because of the unofficial nature and detachment from Faculty Associations that many of them have. For example, in many instances, engineering, ALES, and science for example, more than one group is representative of a single department. Or, in other cases, the departments of the faculty do not align with the clubs associated with subject matter in that faculty; see business. In the most confusing of cases, clubs seem to have no other association with their faculty other than name. In the future, status and roles of individual Departmental Associations will be clarified.

As of 2013, Discover Governance has identified 52 clubs or associations that are representative of or associated with departments of study on campus.

A note on methodology

In some faculties, such as Arts and Science, Departmental Associations are monitored closely by Faculty Associations. For example, AFSA and ISSS have specific portfolios on their executives to manage DAs. In cases such as this, we were able to obtain accurate data from the Faculty Associations.

In other instances, we utilized the information available on BearsDen to find student groups related to departments. Correlations were then made between that information and the existing departments in each faculty.

Summary of Undergraduate Representation on Student Departmental Associations

Faculty	Number of Departmental Associations	Number of Undergraduate Representatives
Agriculture, Life & Environmental Sciences (ALES)	9	91
Arts	13	98
Business	9	59
Engineering	9	119
Medicine	2	>29
Science	13	89
Total	51	>485

Figure 12-1 Summary of Undergraduate Representation on Departmental Associations

Faculty of Agricultural, Life and Environmental Sciences

Name of Department	Name of Association(s)	Number of Undergraduate Representatives	Method of Appointment
Agriculture Food and Nutritional Science	Agriculture Club	13	Election
Forest Science and Management	Nutrition and Food Science Students' Association	17	Election
Alberta School of Forest Science and Management	Forestry Society	19	Election
	Environmental Conservation Students' Association (ECSA)	10	Election
Human Ecology	Human Ecology Students' Association (HESA)	7	Election
Other Clubs	Livestock Judging Club	3	Election
	Poultry Research Centre Student Club (PRCSC)	6	Election
	Collegiate 4-H	4	Election
	Pre-Veterinary Medicine and Animal Health Club (UAPVAHC)	12	Election
Total		91	

Figure 12-2 Undergraduate Representation on ALES Student Departmental Associations

Faculty of Arts

Name of Department	Name of Association(s)	Number of Undergraduate Representatives	Method of Appointment
Anthropology	University of Alberta Anthropology Undergraduates (UAAU)	5	Election
Art and Design	Visual Arts Student Association (VASA)	5	Election
Alberta School of Forest Science and Management	Student Design Association (SDA)	12	Election
East Asian Studies	East Asia Studies Undergraduate Students' Association (EASUSA)	6	Election
Economics	Economics Students' Association (ESA)	4	Election
English and Film Studies	English Undergraduate Students' Association (EUSA)	8	Election
	University of Alberta Film Society	4	Election
History and Classics	History and Classics Undergraduate Society (HCUS)	4	Election
Linguistics	Undergraduate Linguistics Club (Linguistics Club)	4	Election
Music	Music Students' Association (MSA)	9	Election
Philosophy	Undergraduate Philosophy Club (UPC)	5	Election
Political Science	Political Science Students' Association (PSUA)	8	Election
Psychology	Undergraduate Psychology Association (UPA)	9	Election
Sociology	Sociology Undergraduate Students' Association (SUSA)	7	Election
Women's and Gender Studies	Women's Studies Undergraduate Association (WSUA)	8	Election
Total		98	

Figure 12-3 Undergraduate Representation on Arts Student Departmental Associations

Faculty of Business

Name of Department	Name of Association(s)	Number of Undergraduate Representatives	Method of Appointment
Accounting, Operations, and Information Systems	University of Alberta Accounting Club (UAAC)	11	Election
	Management Information Systems Club (MISC)	6	Election
	Operations Management Club (OM)	6	Election
Finance and Statistical Analysis	Business Finance Club (BFA)	6	Election
Marketing, Business Economics, and Law	University of Alberta Marketing Association	9	Election
Strategic Management and Organization	Strategic Management Organization Club	6	Election
	University of Alberta Human Resource Management Association	9	Election
	University of Alberta Real Estate Club	6	Election
Total		59	

Figure 12-4 Undergraduate Representation on Business Student Departmental Associations

Faculty of Engineering

Name of Department	Name of Association(s)	Number of Undergraduate Representatives	Method of Appointment
Civil and Environmental Engineering & School of Mining and Petroleum Engineering	Civil and Environmental Engineering Club (CivE)	24	Election
	Mining Engineering Club (MinE)	10	Election
	Petroleum Engineering Club (PetE) ¹	11	Election
Electrical and Computer Engineering	Electrical Engineering Club (EE)	6	Election
	Computer Engineering Club (CompE)	18	Election
	Engineering Physics Club (EngPhys)	13	Election
Chemical and Materials Engineering	Chemical Engineering Students' Society (ChESS)	17	Election
	Materials Engineering Students' Society (MESS)	14	Election
Mechanical Engineering	Mechanical Engineering Club (MEC E)	22	Election
Total		119	

Figure 12-5 Undergraduate Representation on Engineering Student Departmental Associations

Faculty of Medicine and Dentistry

Name of Department	Name of Association(s)	Number of Undergraduate Representatives	Method of Appointment
Dentistry	Dental Students' Association (DSA)	28	Election
Medical Lab Science	Medical Lab Students' Association (MLSA)	>1	Election
Total		>29	

Figure 12-6 Undergraduate Representation on Medicine and Dentistry Student Departmental Associations

Faculty of Science

Name of Department	Name of Association(s)	Number of Undergraduate Representatives	Method of Appointment
Biological Sciences	Immunology and Infection Students' Association (IMINSA)	11	Election
	Molecular Biology Students' Association	6	Election
	Organization of Botany Students	7	Election
	Paleontological Society (UAPS)	8	Election
	Zoomaniacs	5	Election
Chemistry	Chemistry Students' Association (CSA)	10	Election
Computing Science	Undergraduate Association of Computer Science (UACS)	10	Election
Earth and Atmospheric Sciences	Atmospheric Science Students Group (ASSG)	4	Election
	Geography and Planning Students' Society	5	Election
	P.S. Warren Undergraduate Geological Society	13	Election
Mathematical and Statistical Sciences	Undergraduate Mathematical Sciences Society (MSS)	5	Election
Physics	Undergraduate Physics Society (UPS)	6	Election
Psychology	Undergraduate Psychology Association (UPA) ¹	9	Election
Total		89	

Figure 12-7 Undergraduate Representation on Science Student Departmental Associations

13. Residence Associations

Residence Associations are created by residents in conjunction with the Students' Union, Residence Services or on their own.

Undergraduate Representation at the University of Alberta

There are 7 residence associations at the University of Alberta that represent specific residences and one representative body that oversee all of them. Undergraduate residence associations are formed in a non-formalized process in which residents, possibly in conjunction with the Students' Union, the RHA, or Resident Services, create their new residence association, consult with Resident Services on collecting membership fees and subsequently follow the same process as any new student group at the University of Alberta.

Method of Replenishment

Residence associations are primarily replenished by election of representatives living in the residence.

Residences Without Associations

There are some residences that currently don't have a residence association. These include:

- Augustana Residence

A note on methodology

Information available publicly online was used to establish initial numbers and to contact those in residence association representative positions.

The official student group registration information was used to fill in the remaining information.

Student Residence Associations

University Residence	Residence Association	Number of Representatives	Method of Appointment
East Campus Village	East Campus Students' Association	6	Elected
HUB	Hub Community Association (HCA)	6	Elected
International House	International House Community Council	15	Elected
Lister Hall	Lister Hall Students' Association (LHSA)	7	Elected
Michener Park	Michener Park Residents' Association (MPRA)	8	Elected
Newton Place	Newton Place Residents' Association (NPRA)	3	Elected
Résidence St. Jean	Association des Résidents de la Faculté Saint-Jean (ARFSJ)	6	Elected
Total		51	

Figure 13-1 Student Representation on Student Representative Associations

14. Acknowledgements

The compilation of this information would not have been possible without the hard work, advice, and support of several members of the University community.

- The Department of Research and Political Affairs, Students' Union, University of Alberta
- Representatives to the University of Alberta Students' Union Council of Faculty Associations (CoFA)
- The Executive Assistants of the Office of the University Vice Presidents, University of Alberta
- The offices of all undergraduate-enrolling faculties and Departments at the University of Alberta
- The Office of University Governance, University of Alberta
- Mike Peterson and Iva Spence, University Governance, University of Alberta

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Finally, special thanks go out to Amanda Henry, who's initiative and careful planning set up this project for the success it has experienced since then.

Our sincere thanks to everyone who contributed to the development of this report.

APPENDIX A: HISTORY

HISTORY OF THE DSIG REPORT

Summary

Discover Governance is mandated to provide recommendations for improving the recruitment of student representatives and for improving the quality of student representation.

In order to accomplish this mandate, we first had to determine how many representative seats exist, what they do, and how they get filled. Discover Governance undertook a six-year project to gather that information and compile it into a comprehensive report. Very little information is actually publicly available. Most of it had to be gathered by soliciting Student Representative Associations and various University administrators, who didn't always have the information we needed, or were sometimes uncooperative. This is why several sections of the report are still missing some data points.

Nonetheless, the report is complete enough for our purposes, and will be an important resource in guiding the way we provide support to student representatives and help improve the quality of student representation at the University of Alberta.

Here is a summary of what the ultimate findings of the report were:

1. There are over one thousand representative seats on campus.
2. Depending on the seat, they may be filled by election, nomination committees, or by selection by Faculty, Department, or Student Association leaders.
3. Almost all student representative positions turnover annually.
4. Student participation in University governance is not static, and the number, type, and recruitment of student representatives are constantly changing at every level.
5. Very little information on student representation can be found as publicly available information online or in University administrative offices.
6. The level of student involvement in governance is not equal across campus. The place it varies the most dramatically is between faculties – in some cases this is due to the small size of the faculty, but it is often a result of differences in faculty culture.

APPENDIX B: ACCOMPLISHMENTS

WHAT THE DSIG HAS ACCOMPLISHED SO FAR

The first edition of these recommendations was founded upon research conducted by the office of Discover Governance, and since then annual recommendations have been released with the DSIG Report under different variations of these four themes:

1. Adopt Evidence-Based Approaches to Representative Enhancement
2. Make Governance More Accessible
3. Connect Representatives with Discover Governance
4. Target Active Outreach

What follows is a summary of the progress made on all recommendations since the first report.

1. Adopt Evidence-Based Approaches

- Surveys to gather feedback from student representatives were created and have been distributed on an ongoing basis.
- Student representative association support has become strongly institutionalized, with full compliance on registration and reporting from Faculty and Residence associations.
- A comprehensive report has been compiled on the governance participation by gender and the reasons for unequal participation at some levels. New recruitment methods and programming are being piloted to begin to address the issues found.
- Governance research has been expanded beyond this report to begin looking at vacancy and demographic data for representative positions.

2. Make Governance More Accessible

- GovCamp has become a successful and well-attended annual training and networking event for student leaders at the highest levels of University and SU governance.
- A full suite of educational resources has been created based on survey feedback.
- Council of Faculty Associations and Council of Residence Associations have been restructured to provide a more meaningful connection between the SU and these top Student Representative Associations.
- Discover Governance offers individualized training to students elected or appointed to positions later in the year.

3. Connect Representatives with Discover Governance

- 250 people follow Discover Governance on social media.
- A full governance center has been established on the 6th floor of SUB, and has become a hub for elections, Council, and other governance activities.
- Drop-ins from Faculty Associations and Student Councillors are a regular occurrence, and several Departmental Associations are now regularly seeking advice, supports, and resources from Discover Governance and the Students' Union.

4. Target Active Outreach

- Why Represent? Focus Groups have been ongoing, and our data on effective outreach continues to improve as a result.
- Changes to SU legislation and targeted outreach have improved recruitment for student seats on General Faculties Council.

APPENDIX C: NEXT STEPS

With the completion of this report, it is now time to look to how the information gathered can help us improve student representation and participation in governance in the future. With that in mind, here are some recommended next steps the Students' Union should take towards that goal.

1. Build relationships with University administrators in undergraduate faculties and departments to gain better access to representatives and offer support and training.

In many cases, student representatives at lower levels of University governance only have contact with faculty or department administrators while serving in their role, so it's not always practical or possible to reach them through Student Representative Associations. These are the students in most need of student-led support, as the governance bodies they sit on make detailed decisions that directly affect their education, and are often chaired and populated by people who have control over these students' grades.

By building relationships with those administrators, we can begin to provide student-led advice, support, and training to those representatives, and help them connect with their representative associations for further advocacy support.

2. Connect as many representatives as possible to educational and supportive materials and networks on an annual and ongoing basis.

Discover Governance should continue to create educational resources for as many representative positions as possible, make them publicly available, and attempt to distribute them through its governance networks. Where feasible, the SU should strive to offer research, training, advocacy support, and advice to student representatives at every level of governance.

3. Push for public online membership lists and meeting materials for relevant University governance bodies at every level.

Only the highest level of University governance (the Board of Governors and General Faculties Council) consistently make their membership lists, terms of reference, and meeting materials publicly available. Below this, only a handful of faculties and departments share this information openly.

This makes it difficult for students to know who their representatives are and what issues are currently moving through governance. It also makes it difficult for the SU to intersect serious governance issues early, and to offer support to student representatives at these bodies. The SU should advocate to make this information public.

4. Expand vacancy tracking, start collecting and reporting on representative demographic information, and continue to release condensed updated versions of the DSIG Report annually.

We have the information necessary to begin expanding our representative support services across campus, but still face significant barriers to carrying out this mandate, including resource restraints, constant shifts and restructures in different governance units, and limited networks. Discover Governance must keep the information we have up to date, and begin to collect further information that can help us direct our limited resources to areas that need it most and track the success and impact of our work.

5. Use vacancy and demographic data to determine where the biggest gaps in representation exist, and develop evidence-based, targeted recruitment and training to start addressing them.

Many levels of governance struggle to fill student seats, and it is probable that many bodies have cohorts of student representatives that do not necessarily match the population they represent in terms of demographics or identity. Discover Governance should use research and evidence to identify where chronic vacancy issues or demographic underrepresentation exist, and work with other SU and campus units to develop targeted recruitment and training strategies to address it.

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