

# STUDENTS' COUNCIL

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Tuesday January 8<sup>th</sup>, 2013  
Telus 134

## ORDER PAPER (SC 2012-17)

### 2012-17/1 SPEAKER'S BUSINESS

2012-17/1a Announcements – The next meeting of Students' Council will take place on Tuesday, January 22, 2013

### 2012-17/2 PRESENTATIONS

2012-17/2a Augustana Students' Association Faculty Association Membership Fee. Presented by Carlo Martin, ASA President and Naomi Finseth, ASA VP Academic. Sponsored by Dustin Chelen, SU VP Academic.

The Augustana Students' Association is the Campus Association representing students attending the University of Alberta, Augustana Campus in Camrose. It has collected a Faculty Association Membership Fee as a means of supporting its services and events over the past four years, and as per SU Bylaw 8200, is looking to renew its FAMF for another four years. This presentation will explain the purpose, collection mechanism, consultation surrounding, allocations, and management of the fee.

Please see documents 2012-17.01

2012-17/2b Executive Goals Update, Presented by Colten Yamagishi - President, Dustin Chelen - VP Academic, Saadiq Sumar - VP Student Life, Petros Kusmu - VP External and Andy Cheema - VP Operations and Finance. Sponsored by Colten Yamagishi, President.

Abstract: The Executive have now completed 2/3 of their term in office and will be updating Council on the progress that they have made on their goals. Each member will highlight the significant achievements that they have made this year and will note the projects that they will be working on this semester. The presentation will afford Council the opportunity to ask questions regarding the future plans of the executives and will provide Council the opportunity to provide feedback on the work that they have completed so far.

2012-17/2c A Quick Presentation on Navigating the Bylaw Changes. Presented by Saadiq Sumar, Vice President Student Life. Sponsored by Saadiq Sumar.

Abstract: The VPSL is hoping to give council a quick overview on all the changes being made to bylaw according to the principles passed at the last few meetings of Students' Council. This will help council to better understand where changes

are being made and what principle the bylaw changes originate from, as there are a significant number of changes being made to the Elections Bylaws.

- 2012-17/3**      **EXECUTIVE COMMITTEE REPORT**
- 2012-17/4**      **BOARD AND COMMITTEE REPORTS**
- 2012-17/5**      **QUESTION PERIOD**
- 2012-17/6**      **BOARD AND COMMITTEE BUSINESS**
- 2012-17/6a**      **McGINN/CRONE move** to rescind the Engagement Policy in first reading.  
Please see document SC 12-17.02
- 2012-17/6b**      **SMITH/CHOUDHRY MOVES THAT**, upon the recommendation of the Bylaw Committee, Students' Council approve Bill # 3 in second reading and adopt the following changes to Bylaw 100 Section 19:
19. Conflict-of-Interest
- (1) No person shall use a Students' Union position that he/she holds to further personal business interests.
- (2) No person may hold a Students' Union position who
- (a) is party to any contract or agreement with the Students' Union, excepting contracts or agreements directly relating to that person's employment by the Students' Union; or
- (b) has any interest in a contract or agreement with the Students' Union, excepting contracts or agreements directly relating to that person's employment by the Students' Union.
- (3) Does not apply to any person by reason only
- (a) of the receipt of any properly-approved honorarium, commission, or allowance from the Students' Union;
- (b) of being a non-executive member of any registered student group which has any contract or agreement with the Students' Union; or
- (c) of the sale of goods or services to the Students' Union in the ordinary course of business, at competitive prices, and in accordance with Students' Union procedures.
- (4) No member of Students' Council shall vote on a motion relating to a student group or organization of which he/she is a member unless that organization is a faculty association.
- (a) Membership in an organization shall be defined as

\_\_\_\_\_ (i) regular meeting attendance and voting and/or speaking privileges at meetings; or

\_\_\_\_\_ (ii) holding office within that organization

(5) If a councilor has a conflict of interest and votes on a motion in Students' Council or any one of its standing committees

(a) they will report that immediately to the Speaker of the Association

(b) if unreported, any member of Students' Council may send a petition to DIE Board within four (4) months or before the conclusion of the session of Students' Council, whichever is longer. Petitions made are subject to Bylaw 1500.

(6) In extraordinary circumstances a member of council should be allowed to retroactively change their vote to an abstention in the case of a conflict of interest. This would be done through a motion to Students' Council. Any member of Students' Council will have an option to petition DIE Board on the narrow issue of what constitutes extraordinary circumstances.

2012-17/6c

**Chelen moves** that Students' Council nominate Samuel Gagnon, Jason Davidson, Mary Zhou, and Sabin Bozso to General Faculties Council for a term ending April 30, 2013.

2012-17/6d

**SMITH/SUMAR move** upon the recommendation of the Bylaw Committee that Council approve the Bill #4 in second reading based on the following principles:

1. The mandate of Bylaw 2100 reflect the contents of the bylaw.
2. Elections staff perform duties as described in all of the Elections Bylaws.
3. The term of the CRO should start in April and end in May and the term of the DRO should start in the Winter Semester and end in April.

2012-17/6e

**SMITH/SUMAR move** upon the recommendation of the Bylaw Committee that Council approve the Bill #5 in second reading based on the following principles:

1. The length of the campaign period be reduced to avoid voter and candidate burnout.
2. Two (2) campaign days shall be removed from the beginning of the campaign period.
3. The pre-campaign period be increased by two (2) days.

2012-17/6f

**SMITH/SUMAR move** upon the recommendation of the Bylaw Committee that Council approve the Bill #6 in second reading based on the following principles:

Efforts to print on sustainable material on the part of the candidates not unnecessarily penalize candidates.

2012-17/6g

**SMITH/SUMAR move** upon the recommendation of the Bylaw Committee that Council approve the Bill #7 in second reading based on the following principles:

Printing will be limited to SU Businesses.

2012-17/6h

**SMITH/SUMAR move** upon the recommendation of the Bylaw Committee that Council approve the Bill #9 in second reading based on the following principles:

1. Candidates provide an expense report following the commencement of voting and prior to the end of voting.
2. Candidates be penalized up to disqualification for not reporting expenses

2012-17/6i

**SMITH/SUMAR move** upon the recommendation of the Bylaw Committee that Council approve the Bill #10 in second reading based on the following principles:

1. The definition for general election for the purposes of Bylaw 2500 include Students' Council and General Faculties Councilor Elections.
2. Referendum and plebiscite questions only run during the SU Executive and Board of Governors Elections.

2012-17/6j

**SMITH/SUMAR move** upon the recommendation of the Bylaw Committee that Council approve the Bill #11 in second reading based on the following principles:

Primary volunteer is defined as a person registered as part of a candidate's campaign who has been selected by that candidate to serve as primary volunteer for the purposes of the Elections Bylaws.

2012-17/6k

**SMITH/SUMAR move** that upon the recommendation of the Bylaw Committee Students' Council approve the Bill #12 in second reading based on the following principles:

1. The mandate of Bylaw 2400 reflect the contents of the bylaw.
2. Candidates running for a position on both Students' Council and General Faculties Council in the same election can combine their campaign material, with expenses staying below the budget limit in each race.
3. The CRO cast a ballot in instances where a tie exists between candidates and the CRO is eligible to vote in that race.

2012-17/6l

**SMITH/SUMAR move** that upon the recommendation of the Bylaw Committee Students' Council approve the Bill #13 in second reading based on the following principles:

1. References to DIE Board rulings be removed from the Elections Bylaws, except
  - a. A reference that stipulates that all members have the right to appeal rulings of the CRO through the provisions of Bylaw 1500
  - b. That Bylaw 1500 be included in nomination packages.
2. The Scope of Bylaw 1500 be expanded to include
  - a. DIE Board's power to hear appeals of rulings of the CRO
  - b. The requirement that DIE Board hear cases related to elections within twelve working hours of receiving a request for a hearing
  - c. That rulings of a DIE Board Panel of First Instance on appeals of rulings

- of the CRO are not subject to appeal
3. Rulings from the CRO may be made following the commencement of voting.
  4. Election results will not be released until all elections-related questions before DIE Board at the close of voting are resolved, with the exception of those arising out of voting and election results.
  5. Instances where bylaw is referenced include the bylaw number.

2012-17/6m

**SMITH/SUMAR move** that upon the recommendation of the Bylaw Committee Students' Council approve the Bill #14 in second reading based on the following principles:

1. The CRO shall determine, announce, and post the preferred names of candidates to be used in the case of similar or identical names within forty-eight (48) hours of the nomination deadline.
2. The CRO shall post their preferred names or the candidate to be used on the ballot within forty-eight (48) hours of the nomination deadline.

2012-17/7

### GENERAL ORDERS

2012-17/7a

**SUMAR moves** that Student's Council direct the Bylaw Committee to draft a referendum question based on the following:

Do you support the continuation of a Universal Bus Pass (U-Pass) subject to the following conditions?

1) The U-Pass would provide unlimited usage of regular transit service through Edmonton Transit System, St. Albert Transit and Strathcona County Transit during the Fall, Winter, Spring and Summer Terms only to undergraduate students enrolled in at least one course for credit within the participating municipalities' service area during the Fall, Winter, Spring or Summer Terms.

2) The cost of the U-Pass to each student would be mandatory to any student enrolled in at least one course and would follow the price structure below:

2013-2014: \$147.50

2014-2015: \$155.00

2015-2016: \$162.50

2016-2017: \$170.00

3) The following Spring/Summer students may opt-out of the U-Pass:

- a) Student enrolled in work-experience, co-op, or a practicum outside of the participating municipalities service area for a majority of a term;
- b) Students unable to make use of ordinary transit services by reason of disability; and
- c) Students employed by Edmonton Transit System, St. Albert Transit, or Strathcona County Transit.

4) Students enrolled at Augustana are exempt from the U-Pass

**2012-17/7b** **CHELEN moves** to approve the Interdepartmental Science Students' Society proposal to create a Faculty Association Membership Fee.

Please see document SC 12-17.03

**2012-17/7c** **YAMAGISHI/CHELEN moves** that Students' Council amend the Fall Reading Week Policy based upon the following principles in first reading:

- The policy will be streamlined and reworded to increase the accuracy of its statements (Irrelevant clauses will be removed)
- Any reference to instructional days and/or instructional days being removed will be eliminated
- The Fall Term "Classes End" date will be extended by two working days

**2012-17/8** **INFORMATION ITEMS**

**2012-17/8a** Saadiq Sumar, VP Student Life- Reports

Please see document SC 12-17.04

**2012-17/8b** ISSS FAMF results

Please see document SC 12-17.05

**2012-17/8c** Dustin Chelen, VP Academic- Report

Please see document SC 12-17.06

**2012-17/8d** Elections Bylaw Bills

Please see document SC 12-17.07

**2012-17/8e** Bylaw 1500 Changes

Please see document SC 12-17.08

**2012-17/8f** Bylaw 2100 Changes

Please see document SC 12-17.09

**2012-17/8g** Bylaw 2200 Changes

Please see document SC 12-17.10

**2012-17/8h** Bylaw 2300 Changes

Please see document SC 12-17.11

**2012-17/8i** Bylaw 2400 Changes

Please see document SC 12-17.12

**2012-17/8j**

Bylaw 2500 Changes

Please see document SC 12-17.13

**2012-17/8k**

Policy Committee Summary Report

Please see document SC 12-17.14

### **ASA Fee Referendum student consultation:**

The Augustana Students' Council has met with students in various settings to discuss the proposed fee referendum. Since the beginning of November we have held meetings with students as follows:

1. On November 4<sup>th</sup>, 2012 we presented at SACC (Student Activities Coordinating Committee) to at least one executive member of every student club on campus (minimum 24 students), explained the fee referendum, and had overwhelming support to reaffirm the fee.
2. Presented to all students who live on campus:
  - a) On November 12<sup>th</sup>, 2012 ASA Council members attended every first year floor meeting (8 floors in total) where we spoke to approximately 218 students. No major questions or concerns were presented by students.
  - b) On November 18<sup>th</sup>, 2012 ASA Council members attended Ravine building meetings for all 7 buildings in the ravine speaking to approximately 178 Students. No major questions or concerns were presented by students.
3. At "Make Your Mondays Pop" we handed out popcorn to students in the Student Forum from 1pm to 4pm on November 19<sup>th</sup>, 2012.
4. On November 20<sup>th</sup>, 2012 two Executive members attended Soup Supper and talked with various students (primarily those living off campus) about the fee referendum. We will continue attending soup supper to discuss the fee referendum for the time leading up to elections.
5. Also, the ASA presented the fee referendum at the ASA AGM (Annual General Meeting) on November 21<sup>st</sup>, 2012. There were 90+ students present. There were no questions directly related to paying the fee; however, there were some questions regarding how the money is being spent.
6. Finally, the ASA is planning a Town Hall Meeting on January 21<sup>st</sup>, 2013 to present the fee referendum and to answer any questions students may have about the ASA or the fee.

## Proposal to Create the ASA Faculty Association Membership Fee

The Augustana Students' Association, a Faculty Association of the University of Alberta Students' Union, shall set its membership fee at \$130 per year or \$65 per term. This membership fee will remain in effect while the Augustana Students' Association has Faculty and Campus Association status with the Students' Union. This fee will begin on September 1, 2013 and end on August 31, 2017.

The Augustana Students' Association membership fee will be utilized for the following purposes:

1. to promote the welfare of students at Augustana Faculty;
2. to encourage student participation in planning and administering student affairs;
3. to promote academic, cultural, and social interests;
4. to represent members to the administration of Augustana Faculty;
5. provide events and entertainment to encourage socialization;
6. to administer the business interests of the organization to the benefit of the membership; and
7. to provide space for social and community purposes.

The scope of the membership fee is to enhance the student experience at Augustana Faculty.

Refunds of membership fees shall be issued for those members who withdraw within thirty (30) calendar days of the start of the academic term. For those members who are philosophically opposed to or unable to pay the fee, refunds shall be issued.

Augustana Students' Association membership fees will be disbursed to the Faculty Association according to the following schedule:

Fall semester – upon approval of the financial reporting documents by the SU Audit Committee  
Winter semester – by February 15th

The account shall be reconciled by our year end which is May 31<sup>st</sup>.

### Fee Allocation (as percentage of budget):

Administration – 48%

Services – 14%

Marketing/Media – 14%

Entertainment/Events – 10%

Capital Expenditure/Investment Fund – 14%

In regard to financial oversight, the Augustana Students' Association employs someone to conduct and oversee the daily financial requirements of the organization. We use sound accounting practices, and our books are audited yearly by a professional accounting firm. The Association adheres to an annual budget that is approved by the Augustana Students' Council.

**AUGUSTANA STUDENTS' ASSOCIATION BUDGET ANALYSIS**

Name	2012 - 2013 Budget			
	Given Budget	Revenue	Expenses	Balance
	\$	\$	\$	\$
<b>Administration</b>				
	1000			
Fees	\$0.00	\$130,000.00		
SU Transfer Fee	\$0.00	\$40,385.88		
Salaries	\$55,571.76	\$0.00		
Executive Bursaries/Honorariums	\$17,100.00	\$0.00		
Operating Supply	\$3,856.43	\$0.00		
Conferences and Retreat	\$6,762.60	\$0.00		
SA Apparel	\$1,861.35	\$600.00		
Hospitality	\$2,000.00	\$0.00		
Photocopying	\$1,800.00	\$0.00		
Insurance	\$4,563.19	\$0.00		
Professional Fees	\$4,407.50	\$0.00		
Professional Development	\$450.00	\$0.00		
Membership	\$500.00	\$0.00		
Debit Machine rental costs	\$1,140.00	\$0.00		
TLS/Rental Costs	\$2,500.00	\$0.00		
Used Bookstore Payroll	\$1,000.00	\$0.00		
<b>Total Administration</b>	<b>\$103,512.83</b>	<b>\$170,985.88</b>		
<b>Services</b>				
Lockers	\$0.00	\$600.00		
Bookstore (Revenue/Commission, Payout)	\$16,000.00	\$20,000.00		
Ezpin (phone card sales)	\$500.00	\$300.00		
Fax	\$780.00	\$0.00		
Clubs	\$6,670.00	\$0.00		
Scholarships	\$4,000.00	\$0.00		
Grants	\$5,000.00	\$0.00		
Bike Share	\$1,200.00	\$500.00		
Condom Machines	\$600.00	\$864.00		
<b>Total Services</b>	<b>\$34,750.00</b>	<b>\$22,264.00</b>		
<b>Marketing/Media</b>				
Dag	\$8,500.00	\$1,920.00		
Daytimer	\$5,529.10	\$0.00		
Promo Items	\$4,053.63	\$0.00		
<b>Total Marketing/Media</b>	<b>\$18,082.73</b>	<b>\$1,920.00</b>		
<b>Entertainment &amp; Events</b>				
First Class Bash	\$2,522.00	\$4,120.00		
Formal	\$12,800.00	\$7,500.00		
Last Class Bash	\$5,306.40	\$5,000.00		
O-Team	\$2,358.00	\$0.00		
Misc. Events	\$2,500.00	\$0.00		
ASA Elections	\$1,100.00	\$0.00		
Bailey Bailout	\$3,000.00	\$0.00		
Hypnotist	\$1,500.00	\$0.00		
Year End BBQ	\$1,500.00	\$0.00		
Hockey Game	\$1,000.00	\$0.00		
Awareness	\$1,500.00	\$0.00		
<b>Total Entertainment/Events</b>	<b>\$35,086.40</b>	<b>\$16,620.00</b>		
<b>Capital Expenditure/Investment Fund</b>				
Capital Equipment Fund	\$4,750.00	\$0.00		
Contingency Fund	\$2,500.00	\$0.00		
Investment Fund	\$11,700.00	\$0.00		
<b>Total Fund Expenditures</b>	<b>\$18,950.00</b>	<b>\$0.00</b>		
<b>Total Operating and Capital Budget</b>				
<b>Sponsorship</b>				
Donations	\$0.00	\$1,600.00		
<b>Total Donations</b>	<b>\$0.00</b>	<b>\$0.00</b>		
<b>Total Operating, Capital, and Sponsorship Budget</b>	<b>\$210,381.96</b>	<b>\$211,789.88</b>		<b>\$1,407.92</b>

<b>Time</b>	<b>Item</b>	<b>Owner</b>
<b>5:30-5:35</b>	Chair's Business <ul style="list-style-type: none"><li>A. Call meeting to order</li><li>B. Approval of Agenda</li></ul>	<i>Carlo</i>
<b>5:35-6:15</b>	Reports <ul style="list-style-type: none"><li>A. Executive Members</li><li>B. Council Members</li></ul>	<i>Various</i>
<b>6:15 onwards</b>	Question Period	<i>Various</i>
	Adjournment	

**ASA Annual General Meeting**  
**Forum Basement**  
**November 21<sup>st</sup>, 2012**

**Called to order at 5:33 p.m.**

**Attendance:** Carlo Martin, Nathan Sereda, Nana O. Asante-Apeatu, Cindy Roose, Kelsie Sutherland, Rume Dedekuma, Vickie Michaud, Rixt Scholten, Corbin Emslie, Geoff Rimmer, Jaynita Maru, Brittany Lehman, Susie Nguyen, Natasha Gacek, Naomi Finseth, Emily Hay, Joel Danyluk

**Absent:** Phil Merklinger (regrets)

**Guests:** 90+ student members

*MOTION: To approve the agenda.*

*Danyluk/Finseth/All in Favour*  
*M/S/C*

**Reports**

*President – Carlo Martin*

- Augustana expects to hit 1200 students but we have a problem with student retention. However, building projects continue. The Performing Arts Centre is going ahead and Founder's Hall is going to be renovated to allow for a new staircase and elevator. The next project is the Science Building and then residence buildings.
- The ASA has been working closely with the Dean's office and we will be reaching out to students to find out what makes you want to stay here and what you need in the campus.
- All of the student representatives are working for you. We serve on many committees and give a student voice to the administration.

*VP Academic – Naomi Finseth*

- I chair the APC and this year my committee is working lots of the fee referendum.
- When you enroll at Augustana, you pay an ASA membership fee of \$65 per term.
- During the March elections you will be asked to reaffirm payment of the fee when you vote.
- We want your input so that we are providing services you need.
- The ASA fee is only one of the non-instructional fees that you pay. Some of the other fees you pay are Student Services, Athletics, etc.
- We hope to be transparent about our fees and we want to be accountable to you. And you may not realize how the other fees you pay are being spent.

*VP Communications – Kelsie Sutherland*

- We have done many awareness activities this year already.

- I serve on Faculty Council.
- You may have seen some Wellness Week flyers on your seats. It will be all next week.
- We are having cooking classes on Monday. If you sign up, you will get your \$5 deposit back.
- We will be having massages, yoga, Booster Juice, fresh fruit, etc.

#### *VP Student Life – Nathan Sereda*

- I work to put on events on campus and work with clubs.
- Winter Formal is February 2<sup>nd</sup> and the theme will be James Bond if you want to start thinking of dress-up ideas.
- I am working with clubs to be more proactive – hosting events and educational sessions.
- We have been working on advertising for club events, good posters, etc.
- Friday is Buy Nothing Day and Earthwise is doing some stuff for that.
- There are a couple of movie nights coming up.
- On Saturday the History Club is going to Edmonton to see Lincoln.
- Every Tuesday the Spanish Club has a lunch so if you are interested, you can practice your Spanish.
- The Business Management Club is going to host an interview skills workshop.
- You don't have to be a member of a club to go to the events. Go if you see something interesting.

#### *VP Finance – Nana Owusu Asante-Apeatu*

- I will be talking about our operating budget and our audited financial statements from last year. Copies of both documents were circulated to the members.
- I chair the Budget and Revenue Committee and our mandate is to ensure the organization is on a sound financial footing.
- Most of our revenue comes from student fees so that makes up the bulk of our operating budget. We have 1006 students this year.
- The SU gives us a transfer payment annually and we use this money to offset the ED salary. The SU recognizes that they cannot offer front-line services so they give us this money so that our office and staff can do that.
- The Investment Fund gets a financial contribution every year and this money will be used for a future student centre.
- The Audited Statements are presented for your information. We have an audit done each year to ensure there are checks and balances for our organization.
- The SEF (money we get from the Dean of Students at north campus) this year is going to Wellness Week and After U. We are also providing club awards this year during the Leadership Reception.

#### *Councilor at Large – Rume Dedekuma*

- I will start by encouraging you to talk to us, offer suggestions, or if you have any problems.
- We are here to represent you.
- I am on Budget and Revenue Committee. We think of ways to provide support to students – grants, awards, club funds, etc.

- We will be doing a hypnotist show next semester so look out for that.
- If Wellness Week goes good, we will look to expand that. We might do activities once per month – stress relieving activities like dodgeball, zumba, etc.

When done your pizza, please compost your plates and glasses – don't throw in the garbage.

*Off Campus Representative – Vickie Michaud*

- I wanted to have a recycling program for off campus students.
- We are offering cooking classes on Monday thru Start from Scratch.
- The City of Camrose offers a good recycling program. If you live off campus, you pay a fee in your utilities.
- We have a lack of study space right now but there are plans in place to increase study space with the future building plans.
- I am on the Activities Committee and we have been doing lots this year. We did pumpkin carving and pumpkin smash. The pumpkins were composted after the event.
- I have a couple of proposals for next semester.

*Off Campus Representative – Corbin Emslie*

- I do a lot of odds and ends stuff – help out with events, taking pictures, etc.
- I sit on the Agenda and Priorities Committee. We have been discussing student retention and trying to get the word out on the fee referendum.
- I have helped out with Make Your Mondays Pop which we have every Monday in the office. It is a chance for you to come by the office and talk to us.

*International Student Representative – Susie Nguyen*

- Well the semester is almost over.
- My job on APC is to work on the student building proposal. We are looking at a building for the future when the student population is larger, and we would need to get space allocated soon so that the Administration has it in their long term plans.

*Aboriginal Student Representative – Brittany Lehman*

- I am on the Activities Committee so I help with lots of events.
- I help with the Aboriginal Students' Office to engage the aboriginal students on campus.
- I will be sitting on the Aboriginal Student Engagement Committee.

*Fourth Year Representative – Rixt Scholten*

- I also represent Humanities students at Faculty Council.
- I have been organizing the Bailey Bailout. It is a fund raiser for The Bailey Theatre. The headliner is 10 Second Epic and tickets will be on sale hopefully next week.
- I will be working on After U with Nana and Emily.

*Third Year Representative – Emily Hay*

- I am on the Activities Committee.

- I have been planning the non-alcoholic dance with is here tomorrow night. We will have dance contests, pizza, and prizes.
- We will be helping with After U. It is a transitional program to help students figure out what to do after school. It is free but there are only 40 spots available. It is on January 26<sup>th</sup>.
- During the first two weeks back to school in January we will be doing some welcome back events such as sledding, skating with the Dean, Ice Sculpting.

*Second Year – Natasha Gacek*

- I am on the Awareness Committee.
- My major project this semester has been Movember. We are selling t-shirts.
- I wanted to make sure we get involved with the community and have them come out to our events so I have talked to CAM-FM quite a bit.

*Second Year – Joel Danyluk*

- Get Twitter...now!
- I organized Tricks for Eats where we went out and got food from the community for the Food Bank. We had a good turnout of volunteers.
- I am also organizing an event which brings out community involvement. It is the Staff vs. Student Benefit Road Hockey Game. Please come out and cheer us on. We will have entertainment, hot chocolate, and a live auction. So far, we have 18 professors/staff signed up.
- We have 6 student spots left.
- We are donating the entry fee to Dave Borman who is the owner of Hockey Plus. He has been recently diagnosed with prostate cancer.
- There will be a shuttle from First Year dorms.
- I have submitted a skate rental program. I met with Campus Rec this morning to see if they could handle the rentals.
- I have secured a Contiki holiday (21 day European vacation) for Last Class Bash. It would be done through a Twitter game so that is why you should get Twitter.

*First Year Representative – Jaynita Maru*

- I have helped with some awareness events.
- I helped to organize the Remembrance Day Service on November 9<sup>th</sup>. There were about 150 people in attendance.
- I have been to a couple of floor meetings to talk about the Fee Referendum.

*First Year Representative – Geoff Rimmer*

- I am on the Budget and Revenue Committee as well.
- We have a goal to broaden our relationship with Camrose businesses. You may have noticed some of the discounts that we currently have. We are also working on a grocery store and maybe a taxi company.

## Question Period

*Is the money that we pay \$65 per semester, does that go directly to the students?*

- Because we are part of the U of A, the money goes to the SU and then they transfer it to us.
- To clarify, do you use the money for the benefit of students?*
- Yes, our budget is based on providing services, events, representation, etc. to the student body.
  - We have larger administrative costs because our ED's salary but her presence/work directly and indirectly benefits the students.

*With the Bailey event, \$3000 from the ASA budget is going as a donation to the Bailey Theatre. Is that a viable use of funds?*

- Rixt Scholten responds that she will be approaching other Camrose businesses to get sponsorship for this. The cost is for the band, 10 Second Epic.
- In the past, we have done many fundraising events for various Camrose initiatives. For example, last year we did a fund raising concert for The Camrose Open Door which exists to help at-risk youth in the community. The organization's outreach does benefit students as we have closer relations with the community of Camrose.

*You spend a lot on conferences and retreats. How can you justify this when we have to pay for First and Last Class Bash? Why are you spending more on yourselves than you are on students?*

- The Conference/Retreat line is a projected budget line. We never spend that much and each year we move money from there to fund other activities and initiatives.
- The actual cost for the retreat that we went to in September was less than \$2,000. It is important for our team to do a retreat because many of us do not know each other to begin with and it helps to build leadership skills so that we can work as a team and serve you better.
- We project amounts because we are not supposed to make a profit on a yearly basis. However, if we know that we will not spend all the money in this category, it is funneled to other projects throughout the year.

*Why don't you spend more on scholarships then?*

- We have increased grants, awards, and scholarships by \$3-4,000 this year from last year.

*Do you have a sustainability plan this year? Tamara Zembel had mentioned it last year.*

- We are trying to use less paper in the office, paperless agendas. We re-use decorations and other stuff. We did promise you a sustainability program so we will work on that.
- Sustainability will also be going into the building plans for the future.

*There is a mandatory fee for Athletics. What does the ASA do for Fine Arts? I see you are supporting the Bailey Theatre but what else?*

- The Performing Arts Centre is being built and when it is built, the current Theatre Centre will be taken down.

*Why support the Bailey Theatre when the Fine Arts budget is being cut?*

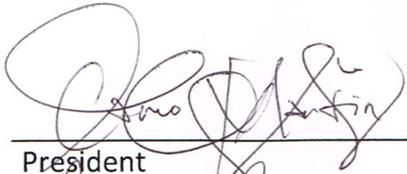
- Unfortunately, we are not aware that the budget cuts are having adverse effects on students. If there are issues, please come and talk with us or come to our meetings.
- We can talk to Keith Harder on your behalf. We do not hear about Arts issues so it is good that you brought it up. Maybe we can talk to the Bailey Theatre about getting a better rate for Arts programs. Brittany Lehman would like to help you out.
- If there are programs and budget cuts, we want to know how they impact you so that we can talk to the administration on your behalf. It is our job to bring your concerns to the administration.

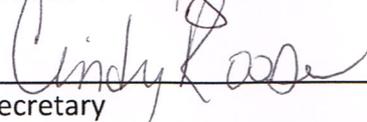
Please come out to the Moustache Dance tomorrow at 7:00 p.m. here.  
Every week the Soccer Club plays at the Drill Hall.

*MOTION: To adjourn the meeting.*

*Sereda/Sutherland/All in Favour  
M/S/C*

**Meeting adjourned at 6:44 p.m.**

  
\_\_\_\_\_  
President

  
\_\_\_\_\_  
Secretary

*November 27, 2012*  
\_\_\_\_\_  
Date

**ASA Council Meeting Minutes**  
**Dean Epp Boardroom, 2-004**  
**December 5th, 2012**

**Called to order at 6:37 p.m.**

**Attendance:** Carlo Martin, Nathan Sereda, Nana Asante-Apeatu, Cindy Roose, Kelsie Sutherland, Naomi Finseth, Emily Hay, Rume Dedekuma, Vickie Michaud, Joel Danyluk, Rixt Scholten, Brittany Lehman, Corbin Emslie, Geoff Rimmer, Natasha Gacek, Susie Nguyen, Jaynita Maru

**Absent:** Phil Merklinger (regrets)

**Guests:** James Vy, Mari McLachlan

*MOTION: To approve the agenda.*

*Sereda/Sutherland/All in Favour*  
*M/S/C*

*MOTION: To approve the minutes of November 28<sup>th</sup>, 2012.*

*Lehman/Rimmer/All in Favour*  
*M/S/C*

Can we get Executive reports sent via email as well? Don't just post to Facebook.

**Executive Reports**

Reports are attached.

Can I get an omnibus motion to approve the Executive reports?

*MOTION: To accept the Executive reports.*

*Scholten/Lehman/All in Favour*  
*M/S/C*

**Action Items**

*Fee Referendum*

- Naomi passes around the Fee Referendum proposal.
- This will be presented at the SU Council meeting on January 8<sup>th</sup>.
- We need a motion by Council to approve this so it can go to SU Council.
- We will be adding the percentage allocations before we present to SU.

*MOTION: To approve the 2012 – 2013 Fee Referendum proposal.*

*Finseth/Gacek*

*M/S*

- What happens if they don't allow us to have this referendum?
- Typically the SU does not say no to an FA holding a fee referendum. They will vote on January 22<sup>nd</sup>.
- We are less concerned about the SU voting no and more concerned about our students voting no in March.

*Carried*

*Bonus*

- Carlo has spoken to many of you about this. He would like to recognize our staff member with a Christmas bonus.

*MOTION: To give Cindy Roose a Christmas bonus of \$500 because of her commitment over the last 16 years.*

*Michaud/Maru*

*M/S*

- Where are we getting the money from? We will have unspent money from the Conferences and Retreats budget so it would come from there.

*Carried*

- Cindy says thank-you and thanks to everyone for their hard work this semester. It has been busy but we have had some good results. Hugs ensue.

**Question Period**

- The History Club is doing a party tomorrow night. They invited Nathan but he can't go.

*MOTION: To adjourn the meeting.*

*Dedekuma/Rimmer/All in Favour*

*M/S/C*

**Meeting adjourned at 6:52 p.m.**

## **I.ENGAGEMENT**

WHEREAS the University has declared the importance of student involvement in building a great university;

WHEREAS a comprehensive and holistic student experience is one that balances exceptional academic and extra-curricular opportunities and experience, both on campus and in the larger community;<sup>1</sup>

WHEREAS involvement opportunities lead to improvements in the mental, physical, and social health on campus and the larger community;

WHEREAS community and campus involvement actively develops the leadership qualities of individuals;

BE IT RESOLVED THAT the Students' Union shall encourage the University to actively foster campus community and student involvement by investing in initiatives and opportunities that promote engagement; and

BE IT FURTHER RESOLVED THAT the Students' Union advocates that the University identify and reward the contributions of students who actively strive to improve their campus and the larger community.

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<sup>1</sup> Office of the President, *Dare to Discover: A Vision for a Great University*, (University of Alberta, 2006), p. 2-3, Learning, Discovery and, Citizenship §1-3, 7.

# SCI5

Your Five-Dollar Science  
Community Investment

## SCI 5 Creation Proposal

DECEMBER 2012

*Jessica Nguyen*  
*Director of Membership Fees*

November 29, 2012

Students' Council  
University of Alberta Students' Union  
2-900 Students' Union Building (SUB)  
8900 - 114 Street  
Edmonton AB T6G 2J7

Re: ISSS Faculty Association Membership Fee Creation Proposal

Dear Speaker Tighe:

On behalf of the Interdepartmental Science Students' Society, please accept the attached document as the Creation Proposal for the ISSS Faculty Association Membership Fee (hereafter known as 'Your Five-Dollar Science Community Investment', abbreviated as SCI 5), to be presented at the December 4, 2012 meeting of the Students' Union Students' Council.

Sincerely,



Stephen Chin  
President 2012-2013  
The Interdepartmental Science Students' Society

## I. Purpose

*The Interdepartmental Science Students' Society is an inclusive and transparent science faculty association existing to offer useful services, to connect its diverse membership, and to advocate so that Science students may enjoy an enriching and valuable undergraduate experience.*

The SCI 5 will allow the Interdepartmental Science Students' Society to fulfill better its mandate. The purpose of this proposal is to offer undergraduate Science students the opportunity to pay a membership fee for improved events, services, advocacy, and support for Departmental and Program Associations.

## II. Definitions

- The Interdepartmental Science Students' Society (ISSS, pronounced 'ice') is the Faculty Association for the Faculty of Science at the University of Alberta.
- Your Five-Dollar Science Community Investment (SCI 5) is the money received from a \$5.00 student levy applied to all full-time on-campus and part-time on-campus undergraduate Science students at the University of Alberta.
- The Council of Science Student Associations (COSSA) is a body of the ISSS currently comprised of 23 science student groups, including Departmental Associations and Program Associations.

## III. Referendum Question

Do you support the creation of Your Five-Dollar Science Community Investment (SCI 5) for the Interdepartmental Science Students' Society to allocate to the listed initiatives, subject to the following provisions? For a more detailed breakdown of the allocations, please visit [www.sci5.ca](http://www.sci5.ca).

1. The value in the SCI 5 lies in the following allocations:
  - a. 25% towards granting and support of science student groups (eg. Departmental Associations)
  - b. 20% towards science-specific events (eg. Graduation Banquet)
  - c. 20% towards academic representation and advocacy (eg. Professional Development Grants)
  - d. 20% towards services for science students (eg. Resources such as microwaves)
  - e. 15% towards project development (eg. Science scholarships)
2. The per-semester fee would be assessed in each term to on-campus undergraduate students enrolled in the Faculty of Science in at least one course for credit, subject to the following conditions:

- a. The SCI 5 shall be a \$5.00 per-semester fee to be levied in the Fall and Winter terms;
  - b. Students in a work term as part of the Faculty of Science's Industrial Internship Program, off-campus students, Visiting Students, and Special Students are exempt from the SCI 5;
  - c. Upon request, undergraduate science students would be able to use the reimbursement mechanism outlined in the ISSS Procedures Manual to receive a refund; and
  - d. The SCI 5 will be collected beginning in the Fall Term 2013, and will cease collection in Winter Term 2017.
3. After a four-year collection period, the ISSS has the option to renew the SCI 5 through another referendum.

## IV. Amount

Each full-time on-campus student and part-time on-campus student enrolled in the Faculty of Science shall pay \$5.00 per term. Students in a work term as part of the Faculty of Science's Industrial Internship Program, off-campus students, Visiting Students and Special Students are exempt from the SCI 5. The SCI 5 shall only be levied in the Fall Term and Winter Term.

## V. Lifetime

The SCI 5 will be collected starting in Fall Term 2013, and will cease after collection in Winter Term 2017. In extenuating circumstances, such as the cessation of the ISSS as a Faculty Association, a successful opposing referendum, and/or a clear misuse of funds as determined by the Students' Union and/or the ISSS, collection of the SCI 5 will cease immediately.

## VI. Reimbursement Mechanism

The SCI 5 may be refunded upon individual student request. Refunds will be given to students who have completed the attached Reimbursement Form, which will be available in the ISSS office; or to those who have filled out the Online Reimbursement Form, which will be available on [www.iss.ca](http://www.iss.ca). All reimbursement forms must be accompanied by a Registration Verification or an Enrollment Verification document, which can be obtained free of charge through a request online via BearTracks or in person via the Office of the Registrar. Refunds will only be made in the semester that the student is currently enrolled, and will not be made after the withdrawal (Grade of W) deadline, as defined by the University of Alberta Academic Schedule. Refunds may only be disbursed with the signed approval of two Executive members on the ISSS with financial signing authority.

## VII. Allocation

<b>Granting and support of science student groups (COSSA)</b>			<b>\$1.25 (25%)</b>
	Departmental Associations	Funding split evenly among recognized Departmental Associations.	\$0.42
	Program Associations	Funding split evenly among recognized Program Associations.	\$0.42
	Additional Granting	Funding pool granted through existing granting process.	\$0.41
<b>Science-Specific Events</b>			<b>\$1.00 (20%)</b>
	Science-Specific First Year Orientation	Opportunity for incoming science students to receive specific faculty knowledge while participating in fun activities.	\$0.33
	Graduation Banquet	Celebration and recognition for graduating students and their families.	\$0.34
	Science Week Conference	Single day conference within Science Week that showcases innovation and new ideas in Science.	\$0.33
<b>Academic Representation and Advocacy</b>			<b>\$1.00 (20%)</b>
	Professional Development	Individual granting to students that wish to attend conferences, as well as an ISSS hosted leadership conference.	\$0.53
	Instructor Appreciation Night	Student-nominated recognition of excellent instructors in an evening event.	\$0.30
	Student Representation	Publications, training manuals, and hosting Semi-Annual General Meetings: a forum for the student voice.	\$0.17
<b>Services for Science Students</b>			<b>\$1.00 (20%)</b>
	Student Resources	Items to assist students in their daily lives – microwaves, handbook, discounts, and net-zero printing.	\$0.60
	First Year Survival Kit	Valuable group information and freebies given to first year students at orientation.	\$0.30
	Athletics Participation Subsidy	Promoting student health and community participation through athletics registration fee subsidies.	\$0.10

<b>Project Development</b>		<b>\$0.75 (15%)</b>
Science Student Community Investment Fund	True SCI investment by saving for the future. Decisions will be made at Semi-Annual General Meetings.	\$0.33
Science Scholarships	Individual scholarships recognizing students for academic success and extracurricular involvement. Consideration for financial need will be given.	\$0.42
<b>TOTAL:</b>		<b>\$5.00</b>

## VIII. Surplus Management

All funds collected from the SCI 5 must be first allocated to the completion of the initiatives outlined in the Allocations section. In the event of a surplus on funds as allocated previously, surplus funds will be allocated to an account reserved for improvements to current projects or new initiatives in accordance with the mandate of the ISSS. Funds will only be drawn from the account after going through the proposal process outlined in the ISSS Procedures Manual, including a review by the ISSS Finance Committee and final approval by the ISSS Council. The surplus funds may be allocated in years outside the collection of the SCI 5.

Please see Appendix II for the relevant sections of the ISSS Constitution and ISSS Procedures Manual.

## IX. Financial Oversight

The ISSS reports annually to the Students' Union Audit Committee. This report will include annual financial statements, including a comparison of the SCI 5 allocations with actual spending and an appendix with evidence of compliance with Students' Union bylaws governing Faculty Association Membership Fees. This report will be made publicly available to the ISSS's membership online.

Please see Appendix II for the relevant sections of the ISSS Constitution and ISSS Procedures Manual.

## X. Consultation

The following table outlines the ISSS's consultation process with its constituents leading up to the Creation Proposal:

Date	Task
August 1 to 15	ISSS Council Meeting - Propose that the ISSS pursue the SCI 5; discuss allocations and improvements
August 15	Council approval to pursue the SCI 5
September 24	Consult students at Semi-Annual General Meeting
October to November	Engage ISSS Directors and Volunteers and ensure that all ISSS representatives are informed and capable of speaking on behalf of the SCI 5
November 5 to 16	SCI 5 question in ISSS Annual Survey
Mid-November	Consult with Faculty of Science
Mid-November	Consult with individual Science SU and GFC Councillors
November 20	Consult with the SU
November 23	Let's Talk SCI 5 (Town Hall)
November 28	The Gateway Article
November	Consult with students-at-large

## XII. Endorsement

November 29, 2012

Students' Council  
University of Alberta Students' Union  
2-900 SUB, 8900 – 114 Street  
Edmonton, Alberta  
T6G 2J7

Re: Science Faculty Association Membership Fee Creation Proposal

To the members of the Students' Council:

The Interdepartmental Science Students' Society's Executive and Council endorse the Creation Proposal for the science Faculty Association Membership Fee. Thank you for your time and consideration of this proposal. Please feel free to contact Jessica Nguyen, Director of Membership Fees, at [sci5@iss.ca](mailto:sci5@iss.ca) with any questions or concerns about the Creation Proposal.

Sincerely,

ISSS Executive and Council

## XI. Appendix I – SCI 5 Reimbursement Form

In order to receive an ISSS SCI 5 reimbursement, you must:

1. Be registered in the Faculty of Science as an undergraduate student in the current academic term.
2. You must have paid the SCI 5 as part of your tuition fees, as collected by the Office of the Registrar and the Students' Union.
3. Currently be studying in the academic term that you wish to receive reimbursement.

Reimbursements will not be granted after the withdrawal (Grade of W) deadline of the term in which the fee was paid, as defined by the University of Alberta Academic Schedule.

I, \_\_\_\_\_ (@ualberta.ca), request to be refunded the ISSS SCI 5 for the \_\_\_\_\_ semester. The reason that I would like the ISSS to reimburse me is:

- I cannot afford the SCI 5.
- I do not support the SCI 5 because:

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I give the ISSS permission to retain a record of my information for the purposes of confirming my registration with the Faculty of Science.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

<b>FOR OFFICE USE ONLY</b>	
Received by:	
Date:	

## **XII. Appendix II – Relevant Sections of the ISSS Constitution and ISSS Procedures Manual**

Changes may be made to the ISSS's Constitution and Procedures Manual before the SCI 5 referendum. To reference the current text of our governing documents, please refer to the ISSS website at [www.iss.ca](http://www.iss.ca).

The ISSS's Constitution lays the foundations for the organization, defining its mandate, its governing bodies and their powers, and broad organizational principles. The ISSS's Procedures Manual is analogous to Students' Union Bylaw, and details the rules and processes within which the ISSS operates.

### **Excerpts of the ISSS Constitution:**

#### **5 COUNCIL**

##### **5.1 Preamble**

5.1.1 Each Councillor is responsible for guiding the organization in a way that reflects the mandate of the ISSS. Their duties are to link Members to the services and opportunities provided by the ISSS, to guide the financial resources of the ISSS, and to hold the Executive accountable to Members.

##### **5.2 Membership**

5.2.1 Council consists of eight members:

- 5.2.1.1 Two first year representatives.
- 5.2.1.2 Two second year representatives.
- 5.2.1.3 Two third year representatives.
- 5.2.1.4 Two fourth or later year representatives.

##### **5.3 Powers and Responsibilities**

###### **5.3.1 Each Councillor must:**

- 5.3.1.1 Dedicate a minimum of two hours per week during the Fall and Winter semesters to office hours.
- 5.3.1.2 Serve as a Director, following the process outlined in the Procedures Manual.
- 5.3.1.3 Record minutes at an Executive meeting, on a rotating basis.
- 5.3.1.4 Attend SAGMs.

###### **5.3.2 Council**

- 5.3.2.1 Ensures that the Executive fulfills their constitutional duties.
- 5.3.2.2 Approves, in advance, all expenditures of the ISSS in excess of \$200.00.
- 5.3.2.3 Approves the ISSS annual base budget.
- 5.3.2.4 Approves plans for any projects proposed by the Executive.

#### **7 COUNCIL OF SCIENCE STUDENT ASSOCIATIONS**

## 7.1 Preamble

7.1.1 The Council of Science Student Associations serves as a link between the ISSS, ISSS members, the Faculty and science groups. COSSA meetings are an opportunity to strengthen student groups affiliated with the Faculty of Science by encouraging intra-faculty cooperation and by providing resources to science groups on campus.

## 7.2 Membership

### 7.2.1 Eligibility

7.2.1.1 The group must be recognized as a Student Group.

7.2.1.2 At least two-thirds of the members of the group must be Members of the ISSS.

7.2.1.3 The group's mandate must closely reflect the mandate of the ISSS, including at least two of the following activities:

7.2.1.3.1 Providing services to Members of the ISSS.

7.2.1.3.2 Building community within the Faculty of Science.

7.2.1.3.3 Advocating on behalf of Members of the ISSS regarding issues directly related to Members' university experience.

7.2.1.4 The group's primary target membership must be Members of the ISSS or a subsection of Members.

### 7.2.2 Process

7.2.2.1 The group must submit a written request of membership to the Vice President Community.

7.2.2.2 A response shall be provided within one week.

7.2.2.3 A previously recognized COSSA member shall be assumed to continue being a member, given that the criteria in §7.2.1 of the Constitution are met.

### 7.2.3 Resignation or Removal

7.2.3.1 A COSSA Member can resign for any reason by submitting a written notice of resignation to the Vice President Community.

7.2.3.2 A COSSA Member shall only be removed if it violates the section regarding COSSA Granting in the Procedures Manual.

7.2.3.3 A group may re-apply for membership no earlier than one year after removal.

## 7.3 Powers and Responsibilities

7.3.1 Allocates grants to members as outlined in the Procedures Manual.

7.3.2 Shares best practices among science student groups.

7.3.3 Acts as a two-way forum of communication between students connected to member groups and the ISSS.

## 7.4 Meetings

7.4.1 Meetings will be held at least once each Fall and Winter semester.

- 7.4.2 Motions require a Two-Thirds Majority of groups in attendance in order to pass.
  - 7.4.2.1 One vote is allocated per group.
- 7.4.3 The Vice President Community will chair meetings.
- 7.4.4 The President shall provide an update on the role and activities of the ISSS.
- 7.4.5 The Vice President Academic shall provide an update on Faculty of Science issues affecting COSSA Members, and collect feedback on current academic priorities of COSSA Members.

## Excerpts of the ISSS Procedures Manual:

### 3 MEMBERSHIP FEES

#### 3.1 Creation

- 3.1.1 The ISSS may pursue a Faculty Association Membership Fee through a referendum, as governed in Students' Union Bylaw 8200.
- 3.1.2 Before such a referendum is proposed to its membership, the ISSS must, at minimum, consult with:
  - 3.1.2.1 COSSA members and
  - 3.1.2.2 Members at a Semi-Annual General Meeting.

#### 3.2 Collection

- 3.2.1 The amount and lifetime of the Faculty Association Membership Fee must be defined in the creation referendum defined in §3.1.1.
- 3.2.2 Any Faculty Association Membership Fee will be collected each Fall Semester and Winter Semester from each full-time on-campus and part-time on-campus student enrolled in the Faculty of Science, including Visiting Students and Special Students.
- 3.2.3 Faculty Association Membership Fees shall not be collected from students in a work term as part of the Faculty of Science's Industrial Internship Program, nor from off-campus students.

#### 3.3 Reimbursement

- 3.3.1 A student who has paid the Faculty Association Membership Fee and is either philosophically opposed to the fee or unable to pay the fee may choose to be reimbursed. A student wishing to be reimbursed shall only be reimbursed after completing a reimbursement form, which the ISSS will use to verify payment of the fee.
- 3.3.2 Reimbursements will not be granted after the withdrawal (Grade of W) deadline of the term for which the fee was collected, as defined by the University of Alberta Academic Schedule.
- 3.3.3 The reimbursement option must be advertised, at minimum, on the ISSS website, in the ISSS newsletter, and using ISSS social media.

#### 3.4 Allocation

3.4.1 Precise allocations of money collected from a Faculty Association Membership Fee must be defined in the creation referendum defined in §3.1.1. The entirety of the anticipated fee must be allocated.

3.4.2 Allocations must be included in the annual base budget governed by §12.2.

3.4.3 Every reasonable attempt must be made to complete the initiatives described within the allocated budgets.

3.4.4 Money collected from a Faculty Association Membership Fee cannot be reallocated, unless through the process in §3.5. This includes increases to budgeted Faculty Association Membership Fee allocations and allocations to undefined projects.

### **3.5 Surplus Management**

3.5.1 Any allocated amount remaining after completion of an initiative will be put in an account reserved for improvements to current projects or new initiatives.

3.5.2 Funds may only be drawn from the account after review of a detailed proposal by the Finance Committee and final approval by Council.

3.5.3 Surplus funds may be allocated in years outside the years of their collection.

### **3.6 Financial Reporting**

3.6.1 If a Faculty Association Membership Fee has been collected during the fiscal year, the following must be appended to the ISSS's annual financial statements and made publicly available:

3.6.1.1 A comparison of Faculty Association Membership Fee allocations with actual expenses, and

3.6.1.2 An appendix with evidence of compliance with Students' Union Bylaw 8200.

### **3.7 Changes to §3, Membership Fees**

3.7.1 Procedures governing Faculty Association Membership Fees, as outlined in §3, may only be changed by joint resolution of Council and the Students' Union, as governed by Students' Union Bylaw 8200.

## 7 COMMITTEES

### 7.1 General Guidelines

- 7.1.1 An Executive may create a group of Members to assist with his/her portfolio as needed.
- 7.1.2 This group's terms of reference must include all responsibilities of the group and of group members, as well as membership numbers.
  - 7.1.2.1 An Executive or Director must chair the group.
  - 7.1.2.2 The group is held accountable to Council and the overseeing Executive must provide a report on its activities to Council at least once every two (2) months.
  - 7.1.2.3 The terms of reference must be approved by Council before membership is advertised.
  - 7.1.2.4 The terms of reference must be provided to prospective members.
- 7.1.3 Council must appoint members to the group, if the group's mandate overlaps with the mandate of Council.

### 7.2 Finance Committee

#### 7.2.1 Preamble

- 7.2.1.1 A subcommittee of Council, the Finance Committee is responsible for reviewing the use of funds of the ISSS.

#### 7.2.2 Membership

- 7.2.2.1 The VPAF shall be an ex-officio member of the Finance Committee.
- 7.2.2.2 At least one (1) Councillor shall be a member of the Finance Committee, as nominated and appointed by Council.
- 7.2.2.3 The VPAF shall solicit written applications from:
  - 7.2.2.3.1 Members who wish to be members of the Finance Committee.
- 7.2.2.4 Council shall review all applications and appoint at least three (3) Members to be members of the Finance Committee.
- 7.2.2.5 The VPAF may appoint two (2) Directors with portfolios related to the finances of the ISSS, who will act as voting members of the Finance Committee.
- 7.2.2.6 The term of a Finance Committee member will run until the April 30 after the next March election.

#### 7.2.3 Powers and Responsibilities

- 7.2.3.1 The Finance Committee shall:
  - 7.2.3.1.1 Consult with the planners of any new events or services at least two weeks before a proposal is presented to Council.
  - 7.2.3.1.2 Collaborate with the planners of any new events or services to ensure the fiscal responsibility of the proposal.
  - 7.2.3.1.3 Compile a report on the following types of expenses before they are proposed to Council:
    - 7.2.3.1.3.1 New events and services and/or

7.2.3.1.3.2 Capital expenses that exceed \$300.00 and/or

7.2.3.1.3.3 Expenses using surplus FAMF funds as defined in §3.5.2.

7.2.3.1.4 Council must take this report into consideration before approving any expenses outlined in §7.2.3.1.3.

7.2.3.1.5 The report must evaluate adherence to the following principles:

7.2.3.1.5.1 The goals of the proposal are closely aligned with the ISSS mandate,

7.2.3.1.5.2 The proposal is efficient in using resources to fulfill its goals,

7.2.3.1.5.3 The proposal is feasible given the ISSS's current resources, and

7.2.3.1.5.4 Expenses and resources needed are thoroughly researched and accurately estimated.

#### **7.2.4 Meetings**

7.2.4.1 The Director of Finance will determine a regular meeting schedule for the Finance Committee.

7.2.4.2 Finance Committee meetings are open to all Members.

7.2.4.3 The Finance Committee must report on a proposed expense within fourteen (14) days of the notice of the proposed expense being received by the VPAF.

#### **7.2.5 Resignation or Removal**

7.2.5.1 A member of the Finance Committee who is not the VPAF can resign for any reason by submitting a written notice of resignation to the VPAF.

7.2.5.2 A member of the Finance Committee who is not the VPAF can be removed for any reason by a Two-Thirds Majority vote of a quorate Council meeting. Dismissal is immediate.

## **15 COSSA GRANTING**

### **15.1 Preamble**

15.1.1 The VPC shall propose an amount to be allocated to COSSA granting that shall be approved by Council before September 1.

15.1.2 No extra funding shall be allocated to COSSA granting between September 1 and the following May 1.

### **15.2 Definition**

#### **15.2.1 Initiatives Grant**

15.2.1.1 Applicable to events and programs that maximize involvement of Science students.

15.2.1.2 Must demonstrate reasonable alignment with the ISSS's mandate of providing service, building community and advocating on behalf on Science students.

#### **15.2.2 Resource Grant**

15.2.2.1 Applicable only to office supplies, general marketing materials for events that do not have an initiatives grant, and other administrative costs.

15.2.2.2 The resource grant cannot be used for anything directly associated with a project under an initiatives grant.

### **15.3 Eligibility**

15.3.1 Only members of COSSA are eligible to apply for a COSSA grant.

#### **15.3.2 Initiatives Grant**

15.3.2.1 To support sustainable financial practices, the ISSS will only grant a total of 50% of the total cost for the item(s) or event.

15.3.2.2 If the group has obtained grants from other sources at the University of Alberta up to 50% of their expenses for any particular event, the ISSS will maximally grant the difference until the group has obtained funding for 50% of its total expenses.

#### **15.3.3 Resource Grant**

15.3.3.1 The group can obtain 100% of their requested amount.

### **15.4 Process**

15.4.1 In order to apply for a grant, a COSSA Member must submit all of the necessary components of the application package as outlined by the VPC each year.

#### **15.4.2 Initiatives Grant**

15.4.2.1 The applicant must include a breakdown of all costs for the event, or prices for the item(s) requested.

15.4.2.2 The applicant must include both the current and immediately preceding year's operating budgets.

15.4.2.3 The COSSA Granting Committee shall assign funding to COSSA Members based on the following principles:

15.4.2.3.1 Purposes that are more closely aligned with the ISSS mandate are more likely to receive a grant.

15.4.2.3.2 Members that have sought out additional sources of funding are more likely to receive a grant.

15.4.2.3.3 Purposes that impact more ISSS Members are more likely to receive a grant.

15.4.2.3.4 Purposes that encourage interdepartmental collaboration or collaboration between multiple COSSA Members are more likely to receive a grant. COSSA Members collaborating together may receive up to the maximum amount passed by Council per group up to 50% of the event's cost.

15.4.2.3.5 Purposes with detailed and concrete planning are more likely to receive a grant.

15.4.2.3.6 Purposes making a strong effort to manage costs and a clear reporting of the budget are more likely to receive a grant.

15.4.2.3.7 Granting money not awarded in the first round of granting will be available during the second round of granting. Granting money awarded

in the second round of granting will be available during the third round of granting.

#### 15.4.3 Resource Grant

15.4.3.1 The application shall include all costs, the use of each cost, and cite the source for the cost for the items requested.

15.4.4 The applicant must include both the current and immediately preceding year's operating budgets.

15.4.5 The COSSA Granting Committee shall assign funding to COSSA Members based on the following principles:

15.4.5.1 Applications making a strong effort to manage costs and a clear reporting of the resources' budget are more likely to receive a grant.

15.4.5.2 Applications demonstrating detailed and concrete planning are more likely to receive a grant.

15.4.6 Within one (1) month of completing the activity in an initiatives grant or receiving the money in a resource grant, the COSSA Member will be required to submit to the VPC a report. This report shall outline:

15.4.6.1 The costs associated with the item(s) or event, including receipts or invoices that were not available at the time the application was filled out,

15.4.6.2 An analysis on how effective the item(s) or event was based on conditions outlined in the application and expanding to other considerations if necessary, and

15.4.6.3 Any other pertinent information.

15.4.7 Violation of the rules pertaining to COSSA Granting, including falsified or incomplete reports, may impair a Member's ability to obtain funding in the future from COSSA.

15.4.8 Absence from both COSSA Meetings in one academic term will be grounds for complete restriction of funding until the COSSA Member submits a report on steps taken to ensure attendance in the future.

15.4.9 Any funding that is not utilized at the termination of the activity shall be returned to the ISSS within one (1) month of the activity date.

15.4.10 Recipients of a COSSA initiatives grant must clearly show the ISSS's logo on any marketing materials for the initiative.

### 15.5 Granting Committee

15.5.1 Granting decisions shall be carried out by a granting committee, to be created each year by the VPC. Membership on the committee shall be comprised of:

15.5.1.1 Three (3) executives of COSSA Members,

15.5.1.1.1 In the event of a conflict of interest, the Executive shall step out during discussion and voting.

15.5.1.2 One (1) Member of the ISSS who is not an executive of a COSSA Member,

15.5.1.2.1 In the event of a conflict of interest, the Member shall step out during discussion and voting.

- 15.5.1.3 One (1) Faculty of Science staff member,
- 15.5.1.4 The VPAF,
  - 15.5.1.4.1 In the event of a conflict of interest, the member shall step out during discussion and voting.
- 15.5.1.5 The Director or designate of Student Group Services, and
  - 15.5.1.5.1 This position is non-voting.
- 15.5.1.6 The VPC.
  - 15.5.1.6.1 This position is non-voting.
- 15.5.1.7 The Director of COSSA.
  - 15.5.1.7.1 This position is non-voting.
- 15.5.2 Quorum for meetings of the granting committee shall be reached at four (4) out of six (6) members.
- 15.5.3 Approval of a grant requires a Two-Thirds Majority.
- 15.5.4 The granting committee shall meet three (3) times a year.
- 15.5.5 Members of COSSA will receive a response within three (3) weeks of the application deadline
- 15.5.6 If funding is denied, a written explanation must be given to the applicant groups by the VPC.

## SCI 5 Consultation Summary

This document outlines feedback generated from consultation with Members regarding SCI 5. Each section is summarized to give the general idea of the feedback received. The majority of students consulted were in favour of the SCI 5, and the majority of the feedback was more on procedures or amounts allocated rather than a removal or addition of any specific allocation. Below please find highlights on questions that were asked, suggestions for allocations, suggestions on how to better the campaign compared to 2011-2012, and opinions on the amount of the fee. The majority of proposed allocations did not bring up much opposition – a lot of the questions and suggestions are things that the ISSS either had not yet conveyed to students before they had asked the question, or are things that the ISSS has changed to reflect student concerns, as you will note by referencing the SCI 5 Creation Proposal.

### Semi-Annual General Meeting – September 24, 2012 (37 students)

1. What improvements do you want seen in a FAMF campaign this year? What kind of marketing/consulting strategies would you like to see the ISSS adopt?
  - Presenting benefits
  - Staple info about the FAMF onto coupons/tickets or something
  - Posters aren't very effective
  - Compare the price of the FAMF to a coffee
  - Compare the ISSS FAMF with the BSA/Augustana/Nursing
    - Compare to other fees of other Fas → pictures, graphs, visuals
  - Posters that emphasize specific projects rather than going into gritty details.
  - Most people felt that they didn't use the ISSS's services.
  - More verbal marketing – explain opt-out options, there are those who would ultimately benefit.
  - Provide events similar to the BSA/ESS
  - Market to graduating students – won't have to pay the fee.
  - People didn't know what the FAMF was for
  - Emphasize big benefits for everyone
  - We're not rich
  - Improve our services
  - Misconceptions have to be cleared up
  - Ice sculpture
  - Make the campaign more simple
  - Break the campaign down and target more specific things
  - Inform the students more about the breakdown.
  - Focus less on the aesthetics and more on the details.
  - Talk to science groups
  - How the fee can “change a students' life”
  - Word of mouth, need more people involved with the ISSS

- Advertising throughout the year
  - Make it seem not new
  - Why do we believe in the FAMF?
  - Less is more
  - Events that give value
  - Average students
2. Do you agree with the ISSS levying a \$5.00 fee? Explain why or why not.
- For the benefit of all science students
  - Problems – getting into the nitpicky details – shouldn't do this unless they ask for it.
  - There will be pressure on Exec's in the upcoming years.
  - \$5.00 seems reasonable compared to tuition.
  - No, it should be \$3.00 per semester
  - Agree, but we need to know what it's for.
  - Should lower the amount - \$3.00 - \$4.00, still a lot of money
  - For some it's not about the money, it's about the principle.
  - Yes, depends on how you do it
  - No – could be more
  - Yes, improving services/accessibility
3. What sorts of things would you like to see in a membership fee proposal? Any other comments?
- Spirit building events
  - More furniture/desk space/study areas
    - Infrastructure – student space (ESS)
  - Tutoring services
  - Scholarship fund
  - Improve events such as IAN
  - Science Identification Item (Engineers have bandanas)
  - Pie on Pi day.
  - Large Scale events
  - Affordable fresh food
  - Free food
  - Hire professionals
  - Paid training
  - Increase COSSA granting
  - New Office
    - Accessible
    - Separate working office
  - More services, especially at cost printing

- Eliminate science stereotypes
- Focus on new projects – more apparent, such as services that are more useful/relevant to science students
- Assist + improve existing services
- Improve school spirit
- Special things that make us Science – Crazy events
- Science student space

### **9 out of 18 COSSA groups; 5 out of 7 SU Science Councillors; and 5 out of 7 GFC Science Councillors – mid-November**

- Handbook is good for new students, but otherwise the cost-benefit ratio is low. The handbook has never been very useful, but if is truly valuable, such as compared to the engineering handbook, we will see some potential. The physical construct of previous handbook has been pretty mediocre.
- Microwaves are a great investment.
- Locks for lockers are a good way to manage the ISSS's locker rentals
- Printer - how will sales be transacted? There's a printer in the labs below the office, and a printer in Bio Sci, but having a more accessible printer in front of the ISSS office would be beneficial.
- Survival kit - Would rather see pens, candy, water bottles than stress balls.
- Spend more on getting really high profile speakers than stress balls.
- PD Grants - offer summer studentships for research/internships rather than individual grants.
- Leadership Conference – not sure how science students will react to this
- Like the idea of spending more on SAGMs to improve attendance/appearance.
- COSSA granting is a great idea, but also consider having all of the money in a grant pool rather than automatic funding?
- Scholarships and PD grants are good as science doesn't typically have as many scholarships or grants as other faculties
- Very supportive of the idea of a science-specific handbook as the Engineering handbook seems very catered to students in the Faculty of Engineering
- The leadership conference is a good idea as there's nothing really like it on campus other than the SGS Leadership Summit that student leaders in science almost unanimously agreed was too general for their groups
- All COSSA groups with the exception of UACS are very much in favour of a science-wide graduation
- Scholarships: would like to see more money spent on this, with scholarships dedicated to things other than academics.
- Missing: money spent on events with big science demos, student space in CCIS (study furniture, more tables), at cost food sales out of the ISSS office, career fairs
- All COSSA groups consulted were in favour of distributing information to their listservs and were all in favour of supporting the SCI 5
- COSSA was in favour of the automatic funding and the increase in the potential funding pool

### **Let's Talk SCI 5 – November 23, 2012 (25 students)**

- How do they decide where to take money away from in the event that many students opt out?
- Do not think that opting out is a good idea
- Concern that not enough student groups showed up to the Town Hall represent themselves – only UACS, PSA, and were there
- UACS not aware of events held by the ISSS
- First year swag bag potentially not that useful
- Instructor Appreciation Night is a worthwhile investment to build a good relationship with the Faculty of Science
- Student Investment Fund needs to be more defined – can't just be a big savings account
- Computing science students often have labs that conflict with ISSS events
- Computing science students already have lockers, microwaves, and printing – can the ISSS provide UACS with other value in its allocations?
- Leadership conference is a great idea
- UACS very much supports the idea of SCI 5 for science students in general, but they do not see as much benefit to them as other Departments
- The opt out mechanism should be advertised during the campaign
- What's the criteria for scholarships and professional development grants?
- Would like to see that FROST is subsidized for more students if many students end up signing up for it
- UACS combines their professor recognition with their graduation, so it would be hard to separate that in order to plan a science-wide graduation

**Prepared by:** Saadiq Sumar, Vice President (Student Life)

**To:** Students' Council 2012/13

Hey Everyone!

I hope you all enjoyed your time off and are ready to get back to work for the winter semester. There was still a lot of work to be done after our last council meeting before I left to have some time off. Overall, I had a very restful and enjoyable break, meaning that I had a ton of work to do when I came back into the office. I also took part in the Manager's Retreat yesterday, where all the different units had a chance to update one another on what their successes had been in the last term and what direction they would be headed in this term. It is always important to know what is going on in the other units and for people to draw energy and ideas from one another, so the retreat overall was great! If anyone has any questions about my report or about the motions submitted on the recommendation of the Bylaw Committee for the bills in second reading, please let me know.

### ***Programming***

#### **Campus Musical**

The musical is now steadily moving forward. Rehearsal space is being booked, registration with the theatre company has been submitted, and the show is slowly starting to come together. We are hoping to have the license purchased by next week so that we can start to market the event and start to receive sponsorship for the event. The Director, Choreographer, and I met with one of the SU Technicians to talk about the show and discuss whether our vision for the show could be achieved. Overall, the meeting was very positive, although there was a ton of technical jargon being thrown around which at times went right over my head. I'm getting more and more excited for this project with each passing day.

#### **Antifreeze**

Antifreeze is moving ahead (yay!) as we got enough students to put teams together! This upcoming week should be a little busy and I encourage all of you to come out to some of the events, even if you won't be participating. Antifreeze events have always been hilarious to watch in my experience, and this year shouldn't be any different.

#### **SU Christmas Party for Kids**

The Kids Christmas Party was awesome as always! I dropped in a few times to help with the children who had come to SUB and to help serve pizza. A sincere thank you to all the volunteers who came out and put their time and effort into this program. We couldn't have done it without any of you.

### **Visiting Lectureship on Human Rights**

I met with representatives from different groups on campus to talk about which speaker we would like to bring in this year. There was a good group of candidates in front of the panel. I am unsure if the speaker has accepted to come and talk at the UofA so I won't release any names until the speaker is finalized, but I will say that I am very excited for this program and I look forward to attending the lecture later this term.

### **Services**

#### **U-Pass**

As you can see with the motion on the Late Additions, we will be having Bylaw Committee build a referendum question based on a few principles. I put this motion on the Late Additions as an Information Item to council at the last meeting.

#### **Gender Based Violence Prevention Project**

Although many student may have been at home studying on December 6<sup>th</sup>, Melanie from GBVPP and representatives from APIRG setup a memorial outside of ETLC to mark the deadly shooting of 24 women resulting in the 14 deaths. I was particularly moved by their display and I am looking forward to the recommendations that come from this project, so that the SU can minimize or eliminate gender-based violence from our campus.

#### **Student Engagement Granting**

I sat in on another granting session, where we talked about a higher than usual number of applicants. There may be some changes in how some students may be able to apply for this grant; so for those interested, keep an eye out.

#### **Pet Therapy**

The SU worked with the Office of the Dean of Students to bring Puppy Therapy to SUB. We are hoping to make this somewhat more regular in the coming semester so that students can enjoy pet therapy session throughout the term and not solely at exam time.

#### **Health and Dental Plan**

The PotSU and I met briefly with Kristin Foster from [ihaveaplan.ca](http://ihaveaplan.ca) to talk about the current contract and changes we would like to see. The contract is up quite soon, so Kristin was looking for some ideas on how they could make improvements to their existing contract. The renewal process overall will be something that the next VPSL will tackle.

### **Advocacy**

#### **Municipal Property Taxes**

The VPX, the PotSU, and I met with the Director of Ancillary Services and the VP Facilities and Operations to discuss the MOU drafted by the SU. The feedback was positive overall, but there are a few areas in we would like to push on, including the

reporting structure and what the funds could be used for. We will keep council updated as this MOU continues to evolve.

### **ASC SOS**

I attended an ASC SOS meeting on behalf of the VPA. The main topics of discussion were a new certificate coming out the Faculty of Arts and University of Alberta International as well as a potential discrepancy in language requirements for new and transfer students. Overall, it was a very interesting meeting and I hope that I get to attend more meetings like this in the future.

### **Athletics**

The VPOF and I have been working on an MOU to be signed by the SU and Athletics with regards to the Golden Bears and Pandas Legacy Fund. We are nearing completion, with only a few minor changes still to make. We will keep council posted on the MOU when it is finalized.

I also attended a Interuniversity Athletics Committee meeting, where coaches and staff from the Department of Athletics talked about a procedure to upgrade Campus Rec Clubs to Varsity Programs but also probationary status for Varsity Teams.

Finally, be sure to check out the New Years Classic this weekend among other athletic events

(<http://www.bears.ualberta.ca/en/Teams/PandasVolleyball/~media/Athletics/PandasVolleyball/NewYearsClassic/2013NewYearsClassicPVBSked.pdf>). The UofA has invited a

few teams from CanWest and a team from Japan to come participate in the tournament. For the schedule of events for the upcoming weeks, check

<http://www.bears.ualberta.ca/Schedules.aspx>.

### **Meeting with Norma Rodenburg**

I met briefly with Norma Rodenburg from the Office of the Dean of Students to discuss changes to the Code of Student Behaviour, specifically relating to Student Groups. Most of the changes are quite positive, but we still have a few things to work out before moving forward with this. The VPA and I also attended a meeting where this was the main topic and sought to input some feedback into the current proposal.

### **Other**

#### **SUB Renovations Steering Committee**

The Steering Committee met once again to discuss the latest design draft from DIALOG. The project really is coming together, and I commend the VPOF, the GM, and several other members of the SU Staff for their tremendous work on this project thus far. I'm looking forward to coming back to SUB in a few years time to see the finished project and the liveliness it brings to SUB.

If you have any other questions, please ask during council, stop by the office in SUB, or send me an email at [vp.studentlife@su.ualberta.ca](mailto:vp.studentlife@su.ualberta.ca).

Saadiq Sumar  
780-690-4765

**Prepared by:** Saadiq Sumar, Vice President (Student Life)

**To:** Students' Council 2012/13

Hey Everyone!

My apologies for the delay in sending out my council report. I was busy for the last few days preparing and studying for a final last night. As I'm sure you are all in study mode, I will do my best to keep this report brief. The Executives had a chance to recharge during a retreat on Thursday, where we discussed important issues that will be coming up as well as getting feedback on items like the VPA's submission to the Bookstore's Strategic Plan. Finally, please take some time over the course of the next couple of weeks to take care of yourselves. Exam season can be quite stressful, and it's important to take study breaks, eat right, and do some activities to distress, whether they are physical or just mental breaks. Consider some activities being put on by University Wellness Services through Unwind Your Mind. Finally, good luck on your finals and happy holidays!

### ***Programming***

#### **Campus Musical**

The Director, Choreographer, and a selected Vocal Director held auditions and have selected the large majority of the cast. I am working with them to determine the details of rehearsal times and space as well as developing a sponsorship package so that we may bring down the SU's costs, meaning that ticket prices will also follow suit.

#### **Campus Cup**

Campus Cup saw over a thousand students come out. In the end, the winning team on the Competitive side was the Monstars, with the Stepdads winning the Recreational Division. Congratulations to both teams and a huge thank you to all who participated. Also, to all of the volunteers and staff who worked countless hours to make this event possible, thank you. It was fantastic. I hope that councilors as well as students at large express their gratitude to you. We have had comments come in from the survey sent to team captains that was generally very positive.

## **Services**

### **U-Pass**

As you can see with the motion on the Late Additions, we will be having Bylaw Committee build a referendum question based on a few principles. I put this motion on the Late Additions as an Information Item to council for a vote hopefully to occur at our first council meeting in January.

### **CSD**

On a sad note, Tannis Pearson, the current CSD Manager, is leaving to pursue another position. Last week, the selection committee interviewed individuals and selected Tim Ira to be the new CSD Manager, which also means that the CSD Assistant Manager position will be vacant. Please let student know that they can apply for this position.

### **Student Group Granting**

I sat in on another granting session with members of the committee, where we went through almost 40 applications for grants. We also discussed potential policy changes with respect to certain types of student group activities, which I will discuss in future council reports as policy changes arise.

## **Advocacy**

### **Mental Health**

I met students on the Student Health Committee to discuss upcoming plans for the Health Week planned for Winter Semester. I am very excited to see what the various groups have in store and am looking forward to working with these individuals on Health Week. I am also hoping that following Health Week, we can bring all parties to the table to discuss how best to plan Health Week for the 2013-2014 Academic Year and to bring together all of the different parties who organize mental or physical health related events on campus.

### **General Faculties Council**

I attended a GFC Meeting last week, where a number of different items were discussed at length. The most important part of the meeting, undoubtedly, was Question Period, during which a number of student representatives asked the Dean of Students about the Lister Situation. Unfortunately, the Chair and the GFC Secretary were unwilling to allow students to provide the Dean of Students with important background information on the situation or for comments to be made, which have been allowed at previous meetings. In response however, a number of professors and GFC members were willing to speak with student representatives about what had happened, and many expressed their discontent with the manner in which Question Period was administered at the meeting.

### **Microwaves**

I met with Lorraine Huntley from Ancillary Services to discuss opportunities for more microwaves on campus as well as a potential agreement as to who will maintain the current and potentially newly-placed microwaves.

### **Newton Place Residence Tour**

I had a chance to get a quick tour of the Newton Place Residence with Craig Whitton and Dima Utgoff. This has been part of an ongoing series of tours that I have been going on to determine deferred maintenance needs in residences as well as models for the newly built residences to keep deferred maintenance from becoming a significant issue.

#### ***Takeaways:***

- **Meet with me if you are interested in the portfolio or just to chat!**

If you have any other questions, please ask during council, stop by the office in SUB, or send me an email at [vp.studentlife@su.ualberta.ca](mailto:vp.studentlife@su.ualberta.ca).

Saadiq Sumar  
780-690-4765

Now counting: ISSS FAMF Referendum

ISSS FAMF Referendum

Eligible Ballots: 1924

Yes: 868 (45.114345%)

No: 992 (51.559252%)

Blank: 64 (3.326403%)

Total Blank: 4453 (This includes ballots that did not have this race on them.)

ASA Elections

Now counting: Off Campus Representative

Off Campus Representative

Eligible Ballots: 134

Winners: 2

Vickie Michaud : 112 (83.582090%)

Corbin Emslie : 105 (78.358209%)

None of the Above - ASA OCR : 11 (8.208955%)

Blank: 8 (2.985075%)

Total Blank: 6187 (This includes ballots that did not have this race on them.)

Now counting: Fourth Year Representative

Fourth Year Representative

Eligible Ballots: 70

Rixt Scholten : 64 (91.428571%)

None of the Above - ASA Y4 : 5 (7.142857%)

Blank: 1 (1.428571%)

Total Blank: 6244 (This includes ballots that did not have this race on them.)

Now counting: Second Year Representative

Second Year Representative

Eligible Ballots: 109

Winners: 2

Joel Danyluk : 78 (71.559633%)

Karly Johnson-Renman : 62 (56.880734%)

Ian Anderson : 62 (56.880734%)

Blank: 3 (1.376147%)

Total Blank: 6207 (This includes ballots that did not have this race on them.)

Now counting: Councilor at Large

Councilor at Large

Eligible Ballots: 315

Rume Dedekuma : 278 (88.253968%)

None of the Above - ASA CAL : 21 (6.666667%)

Blank: 16 (5.079365%)

Total Blank: 6014 (This includes ballots that did not have this race on them.)

Now counting: Third Year Representative

Third Year Representative

Eligible Ballots: 76

Emily Hay : 70 (92.105263%)

None of the Above - ASA Y3 : 5 (6.578947%)

Blank: 1 (1.315789%)

Total Blank: 6238 (This includes ballots that did not have this race on them.)

Now counting: VP Communications (ASA)

VP Communications (ASA)

Eligible Ballots: 315  
Kelsie Sutherland : 279 (88.571429%)  
None of the Above - ASA VP Com : 23 (7.301587%)  
Blank: 13 (4.126984%)  
Total Blank: 6011 (This includes ballots that did not have this race on them.)

Now counting: President (ASA)  
President (ASA)

Eligible Ballots: 315  
Naomi Finseth : 146 (46.349206%)  
Carlo Martin : 162 (51.428571%)  
Blank: 7 (2.222222%)  
Total Blank: 6005 (This includes ballots that did not have this race on them.)

Now counting: VP Student Life (ASA)  
VP Student Life (ASA)

Eligible Ballots: 315  
Nathan Sereda : 286 (90.793651%)  
None of the Above - ASA VP SL : 14 (4.444444%)  
Blank: 15 (4.761905%)  
Total Blank: 6013 (This includes ballots that did not have this race on them.)

Now counting: VP Finance (ASA)  
VP Finance (ASA)

Eligible Ballots: 315  
Nana Owusu Asante-Apeatu : 288 (91.428571%)  
None of the Above - ASA VP Finance : 15 (4.761905%)  
Blank: 12 (3.809524%)  
Total Blank: 6010 (This includes ballots that did not have this race on them.)

Now counting: Camrose Transit Plebiscite

Camrose Transit Plebiscite

Eligible Ballots: 315

Yes: 259 (82.222222%)

No: 49 (15.555556%)

Blank: 7 (2.222222%)

Total Blank: 6005 (This includes ballots that did not have this race on them.)

\*\*\*\*\*

TOO LONG / DIDN'T READ

\*\*\*\*\*

ISSS FAMF Referendum

Eligible Ballots: 1924

Yes: 868 (45.114345%)

No: 992 (51.559252%)

Blank: 64 (3.326403%)

Total Blank: 4453 (This includes ballots that did not have this race on them.)

Off Campus Representative

Eligible Ballots: 134 Winners: 2

1 ) Vickie Michaud : 112

- 2 ) Corbin Emslie : 105
- 3 ) None of the Above - ASA OCR : 11
- 4 ) Blank : 8

#### Fourth Year Representative

Eligible Ballots: 70

- 1 ) Rixt Scholten : 64
- 2 ) None of the Above - ASA Y4 : 5
- 3 ) Blank : 1

#### Second Year Representative

Eligible Ballots: 109    Winners: 2

- 1 ) Joel Danyluk : 78
- 2 ) Ian Anderson : 62
- 3 ) Karly Johnson-Renman : 62
- 4 ) Blank : 3

#### Councilor at Large

Eligible Ballots: 315

- 1 ) Rume Dedekuma : 278
- 2 ) None of the Above - ASA CAL : 21
- 3 ) Blank : 16

#### Third Year Representative

Eligible Ballots: 76

- 1 ) Emily Hay : 70
- 2 ) None of the Above - ASA Y3 : 5
- 3 ) Blank : 1

#### VP Communications (ASA)

Eligible Ballots: 315

- 1 ) Kelsie Sutherland : 279
- 2 ) None of the Above - ASA VP Com : 23

3 ) Blank : 13

President (ASA)

Eligible Ballots: 315

- 1 ) Carlo Martin : 162
- 2 ) Naomi Finseth : 146
- 3 ) Blank : 7

VP Student Life (ASA)

Eligible Ballots: 315

- 1 ) Nathan Sereda : 286
- 2 ) Blank : 15
- 3 ) None of the Above - ASA VP SL : 14

VP Finance (ASA)

Eligible Ballots: 315

- 1 ) Nana Owusu Asante-Apeatu : 288
- 2 ) None of the Above - ASA VP Finance : 15
- 3 ) Blank : 12

Camrose Transit Plebiscite

Eligible Ballots: 315

Yes: 259 (82.222222%)

No: 49 (15.555556%)

Blank: 7 (2.222222%)

Total Blank: 6005 (This includes ballots that did not have this race on them.)



January 3, 2013

To: Students' Council 2012-2013

Re: Report of the Vice President Academic

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Hello Council,

Happy New Year! Below, you'll find a report of my activities since the last meeting of Students' Council. For those of you who took the break to consider running for the position of Vice President Academic of the SU, please don't hesitate to contact me if you'd like to learn more. I'm intending on hosting a job-shadow day sometime in early February.

### **I. Evaluation of Teaching**

The second meeting of the CLE Subcommittee on USRIs was productive. We added one Department Chair to our membership, and fleshed out our Terms of Reference. The group hopes to develop a plan by the end of June on how to best proceed with the recommendations from a 2009 report on the evaluation of teaching. I'm looking forward to working with the Subcommittee to improve how students can provide feedback to instructors and administrators that enhances and rewards teaching.

### **II. Collegium VOCALE**

The first meeting of the Provost's Collegium on the Vision for an Outstanding CAmpus Learning Environment took place before the break. We oriented ourselves to the task of visioning 10 years to the future from the student perspective, and drafted a Terms of Reference. I have submitted a document for discussion to the Collegium, and am working with the University's AVP Digital Strategy to summarize other University of Alberta visioning documents related to the student learning experience.

### **III. University Governance**

Colten and I met with the University Secretary to discuss procedural issues surrounding GFC and its subcommittees. We're hopeful that student representatives will see agendas and other meeting materials circulated in a more timely manner, so that they can be fully prepared to participate in meetings.



#### IV. **Experiential Learning**

The UPIO and I conducted research on experiential learning, and submitted a discussion paper to Policy Committee early this year. Based on the data, I'm excited to work with Policy Committee to develop a new experiential learning policy that we'll hopefully bring to Council later this semester.

Sincerely,



Dustin Chelen

SUMAR/BORDEN move upon the recommendation of the Elections Review Committee that Council approve the Bill #4 in first reading:

1. The mandate of Bylaw 2100 reflect the contents of the bylaw.
  2. Elections staff perform duties as described in all of the Elections Bylaws.
  3. The term of the CRO should start in April and end in May and the term of the DRO should start in the Winter Semester and end in April.
- 2100*

SUMAR/BORDEN move upon the recommendation of the Elections Review Committee that Council approve the Bill #5 in first reading:

1. The length of the campaign period be reduced to avoid voter and candidate burnout.
  2. Two (2) campaign days shall be removed from the beginning of the campaign period.
  3. The pre-campaign period be increased by two (2) days.
- 2200(17), 2300(12), 2400(15)*

SUMAR/BORDEN move upon the recommendation of the Elections Review Committee that Council approve the Bill #6 in first reading:

Efforts to print on sustainable material on the part of the candidates not unnecessarily penalize candidates.

*2200(39), 2300(31)*

SUMAR/BORDEN move upon the recommendation of the Elections Review Committee that Council approve the Bill #7 in first reading:

Printing will be limited to SU Businesses.

*2200(38), 2300(30)*

**SUMAR/BORDEN move upon the recommendation of the Elections Review Committee that Council approve the Bill #8 in first reading:**

**The CRO shall develop a communications plan to advertise the nomination deadline and the elections. This communications plan shall include advertisement of the nomination deadline in the campus newspaper and will be presented to the Council Administration Committee thirty (30) days prior to the commencement of campaigning.**

SUMAR/BORDEN move upon the recommendation of the Elections Review Committee that Council approve the Bill #9 in first reading:

1. Candidates provide an expense report following the commencement of voting and prior to the end of voting.
2. Candidates be penalized up to disqualification for not reporting expenses  
*2200(44), 2300(35)*

SUMAR/BORDEN move upon the recommendation of the Elections Review Committee that Council approve the Bill #10 in first reading:

1. The definition for general election for the purposes of Bylaw 2500 include Students' Council and General Faculties Councilor Elections.
2. Referendum and plebiscite questions only run during the SU Executive and Board of Governors Elections.  
*2200, 2300, 2400, 2500*

SUMAR/BORDEN move upon the recommendation of the Elections Review Committee that Council approve the Bill #11 in first reading:

Primary volunteer is defined as a person registered as part of a candidate's campaign who has been selected by that candidate to serve as primary volunteer for the purposes of the Elections Bylaws.  
*2200, 2300, 2400, 2500*

SUMAR/BORDEN move that upon the recommendation of the Elections Review Committee Students' Council approve the Bill #12 in first reading:

1. The mandate of Bylaw 2400 reflect the contents of the bylaw.
2. Candidates running for a position on both Students' Council and General Faculties Council in the same election can combine their campaign material, with expenses staying below the budget limit in each race.
3. The CRO cast a ballot in instances where a tie exists between candidates and the CRO is eligible to vote in that race.  
*2400*

SUMAR/BORDEN move that upon the recommendation of the Elections Review Committee Students' Council approve the Bill #13 in first reading:

1. References to DIE Board rulings be removed from the Elections Bylaws, except
  - a. A reference that stipulates that all members have the right to appeal rulings of the CRO through the provisions of Bylaw 1500
  - b. That Bylaw 1500 be included in nomination packages.
2. The Scope of Bylaw 1500 be expanded to include
  - a. DIE Board's power to hear appeals of rulings of the CRO
  - b. The requirement that DIE Board hear cases related to elections within twelve working hours of receiving a request for a hearing
  - c. That rulings of a DIE Board Panel of First Instance on appeals of rulings of the CRO are not subject to appeal
3. Rulings from the CRO may be made following the commencement of voting.
4. Election results will not be released until all elections-related questions before DIE Board at the close of voting are resolved, with the exception of those arising out of voting and election results.
5. Instances where bylaw is referenced include the bylaw number.  
*2200, 2300, 1500*

SUMAR/BORDEN move that upon the recommendation of the Elections Review Committee Students' Council approve the Bill #14 in first reading:

1. The CRO shall determine, announce, and post the preferred names of candidates to be used in the case of similar or identical names within forty-eight (48) hours of the nomination deadline.
2. The CRO shall post their preferred names or the candidate to be used on the ballot within forty-eight (48) hours of the nomination deadline.  
*2200(), 2300()*

## **Bylaw 1500**

### **Judiciary of the Students' Union Bylaw**

#### **1. Definitions**

In this Bylaw

- (a) "Board" means Discipline, Interpretation and Enforcement Board;
- (b) "Committee" means Tribune Selection Committee;
- (c) "Council" means the University of Alberta Students' Council;
- (d) "Tribune" means a member of the Board;
- (e) "Executive" means Executive Committee of the Students' Union;
- (f) "General election" shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
- (g) "C.R.O." shall be the Chief Returning Officer of the Students' Union;

#### **2. Mandate**

The Board is the organ of the Students' Union responsible for the interpretation and enforcement of Students' Union legislation.

#### **3. Scope of Cases**

The scope of the Board shall be limited to actions and appeals brought before it that:

- (a) initiate a complaint about a contravention of Students' Union legislation or;
- (b) request an interpretation of Students' Union legislation or;
- (c) appeal rulings made by the Chief Returning Officer during the Students' Union's general elections.

#### **4. Standing**

- (a) The following have standing to initiate a complaint before the Board about the contravention of Students' Union legislation:
  - (i) members of the Students' Union, except Tribunes;
  - (ii) any Students' Union constituted body, except the Board; or Council.
- (b) The following have standing to request an interpretation of Students' Union legislation from the Board:
  - (i) Council,
  - (ii) members of Council, and
  - (iii) the Chief Returning Officer of the Students' Union.

#### **5. Constitution of Board**

The Board consists of

- (a) Chief Tribune;
- (b) two Associate Chief Tribunes; and,

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- (c) five to eleven additional tribunes.
- 6. Nomination and Ratification of Chief Tribune and Associate Chief Tribunes**  
The Chief Tribune and Associate Chief Tribunes shall be nominated by two-third majority vote of the committee and ratified by a two-third majority vote of Council.
  - 7. Nomination and Ratification of Tribunes**  
The tribunes shall be nominated by a two-third majority vote of the Committee and ratified by a two-third majority vote of Council.
  - 8. Time of Nomination and Ratification**  
When possible, appointments to the Board will be made between January and April of each year.
  - 9. Composition of the Committee**  
The Committee consists of
    - (a) two voting members of the Executive selected by the Executive;
    - (b) two voting members of Council selected by Council;
    - (c) two tribunes selected by the Board.
  - 10. Quorum for Committee**  
Any five of the members of the Committee shall constitute a quorum.
  - 11. Chair of Committee**  
The chair of the Committee shall be elected by and from the Committee.
  - 12. Notice to be given of Committee decisions**  
Notice of all appointments made to and chairs elected by the Committee will be reported to Council, the Executive, and the Board.
  - 13. Who may be appointed Tribunes**  
No tribune may be
    - (a) a voting member of Council,
    - (b) a voting member of a committee of Council, or
    - (c) an employee of the Students' Union.
  - 14. Tenure of office**  
Tribunes hold office as long as they continue to be members of the Students' Union, unless they resign or are removed by a two-third majority vote of the Committee ratified by a two-third majority vote of Council.
  - 15. Registrar**

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The Executive shall make a paid employee available to the Board to act as Registrar.

**16. Duties of Registrar and filing of appeals**

The Registrar shall, under the supervision of the Chief Tribune,

(a) receive and forward to all tribunes all applications to launch actions,

(b) where a ruling is delivered by the Board, report to Council and the parties the ruling of the Board.

**17. Applications in writing**

An application to launch an action or appeal shall be made to the Registrar in writing.

**18. Actions limited those founded in rule of law**

The Board shall grant applications for actions within the Board's scope and order a hearing.

**19. Time limit on scheduling a hearing**

The Board shall order a hearing no later than seven days after the Registrar has received a valid application, unless all parties to the application agree to an extension.

**20. Time limit on appeal**

Applications appealing a ruling of the Panel of First Instance must be submitted to the Registrar within seven days of the ruling.

**21. Panel of First Instance**

Actions shall be heard by a Panel of First Instance consisting of three tribunes, one of whom must be either the Chief Tribune or an Associate Chief Tribune.

**22. Panel of Appeal**

Appeals of rulings of the Panel of First Instance shall be heard by a Panel of Appeal consisting of five tribunes, at least one of whom must be either the Chief Tribune or an Associate Chief Tribune.

**23. No cross over between the Panel of Appeal and Panel of First Instance on any given application**

No tribune who took part in the decision of the Panel of First Instance on an action may sit on the Panel of Appeal or take part in the hearing or adjudication of the application for appeal.

**24. Replacement of the Chief Tribune or Associate Chief Tribune**

If neither the Chief Tribune nor any Associate Chief Tribune can hear an action or appeal, they will be replaced for the duration of that action or appeal by other tribunes selected by the Board.

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- 25. Exclusive ultimate appellate jurisdiction**  
The Panel of Appeal shall have and exercise exclusive ultimate appellate jurisdiction within the Students' Union, and the ruling of the Panel of Appeal is, in all cases, final and conclusive.
- 26. Administrative Support to be Provided**  
The Chief Tribune will have access to sufficient administrative support to carry out the logistical requirements of the Board.
- 27. Duties of Chief Tribune**  
The Chief Tribune is responsible for appointing tribunes to panels and scheduling hearings.
- 28. Duties of Associate Chief Tribune**  
The Associate Chief Tribunes are responsible for fulfilling the duties of the Chief Tribune in his or her absence.
- 29. General Powers of Enforcement**  
If the Board finds an application for action or application for appeal requires action by the Board may make any order proscribing any remedy the Board considers appropriate and just in the circumstances.
- 30. Effective date of rulings**  
Rulings of the Board shall be effective once registered with the Registrar.
- 31. Tribunes may make rules and orders**  
The Board may make general rules and orders:  
(a) for regulating the procedure of and in the board and the bringing of cases before it, and for the effectual execution and working of this bylaw;  
(b) for empowering the Registrar to do any thing and transact any business as is necessary to fulfill the mandate of the Board.
- 32. Extent of rules and orders**  
The rules and orders may extend to any matter of procedure or otherwise not provided for by this bylaw, but for which it is found necessary to provide, in order to ensure the proper working of this bylaw and the better attainment of the mandate of the Board.
- 33. Copies to be reported**  
Copies of all rules and orders made under this bylaw shall be provided to the Registrar who shall report the same to Council and the Council Administration Committee.

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### **34. Elections**

- (1) Where a member is guilty of a serious contravention, the C.R.O. may recommend to the D.I.E. Board that further penalties be brought under Bylaws 2100, 2200, 2300, 2400, & 2500.
- (2) Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.
- (3) All appeals of the C.R.O.'s rulings, with the exception of those arising out of voting and Election results, shall be heard and ruled upon by the D.I.E. Board prior to the announcement and release of the results of the election.
- (4) No appeal shall be considered by the D.I.E. Board unless it is received within twelve (12) working hours of the C.R.O.'s ruling being posted.
- (5) Where a complete appeal is received, the D.I.E. Board shall convene a hearing within twelve (12) working hours of the appeal being submitted.
- (6) The D.I.E. Board shall, at the meetings set out in Section 34, either
  - a. rule on all appeals; or
  - b. order a delay to the Election, Referenda or Plebiscite.
- (7) No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.

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**Bylaw 2100**  
**A Bylaw Respecting the Chief Returning Officer and Elections Staff of  
the Students' Union**

**1. Short Title**

This Bylaw may be referred to as the “Chief Returning Officer and Elections Staff Bylaw.”

**2. Definitions**

In this Bylaw

- a. “member” shall be anyone who is an undergraduate student currently enrolled in at least one course for credit at the University of Alberta;
- b. “D.I.E. Board” shall be the Discipline, Interpretation, and Enforcement Board of the Students' Union, as set out in Judiciary of the Students Union Bylaw, Bylaw 1500; and

**3. Mandate**

This bylaw shall govern the ~~conduct of all elections, plebiscites and referenda conducted by the Students' Union~~ duties and hiring process of the Students' Union Elections staff.

**4. Elections Staff Composition**

The elections staff shall consist of:

- a. the Chief Returning Officer; and
- b. one (1) or more Deputy Returning Officers, at the discretion of the Chief Returning Officer and as permitted by budgeted availability of funds.

**5. Elections Staff Hiring Process**

- (1) The Chief Returning Officer shall be appointed by Students' Council after a recommendation is issued by a committee composed of:
  - a. the Chief Returning Officer, as chair, voting only in the event of a tie; and
  - b. two (2) members of the D.I.E. Board
    - i. in the event that less than two (2) members of the D.I.E. Board are available to serve on the committee on at least seven (7) days' notice, the Council Administration Committee may make an appointment to the committee from outside of the D.I.E. Board, for each D.I.E. Board seat on the committee unable to be filled.

- (2) The Deputy Returning Officer(s) shall be appointed by the Council

Administration Committee after a recommendation is issued by a committee composed of:

- a. the Chief Returning Officer, as chair, voting only in the event of a tie; and
- b. two (2) members of the D.I.E. Board
  - i. in the event that less than two (2) members of the D.I.E. Board are available to serve on the committee on at least seven (7) days' notice, the Council Administration Committee may make an appointment to the committee from outside of the D.I.E. Board, for each D.I.E. Board seat on the committee unable to be filled.

## **6. Elections Staff Eligibility Requirements**

- (1) The Chief Returning Officer shall not concurrently hold any position of Students' Council or any of its boards and committees, the D.I.E. Board or the Students' Union's paid staff.
- (2) The Deputy Returning Officer(s) shall be required to remain members for the Fall and Winter academic terms of their term in office and shall not concurrently hold any position of Students' Council or any of its boards and committees, the D.I.E. Board, or the Students' Union's paid staff.

## **7. Elections Staff Terms of Office**

~~The Chief Returning Officer and Deputy Returning Officer(s) shall serve from June 1 to May 31 of the following year.~~

- (1) The Chief Returning Officer shall serve from May 1 to April 30 of the following year.
- (2) The Deputy Returning Officer(s) shall serve from no sooner than October 1 to April 30 of the following year.

## **8. Duties of the Elections Staff**

- (1) The duties of the Chief Returning Officer shall include:
  - a. overseeing the implementation of ~~Bylaw 2100, 2200, 2300, and 2400~~ the Elections Bylaws, Bylaws 2100 through 2500;
  - b. such duties as may be required of the Chief Returning Officer under ~~Bylaw 2100, 2200, 2300, and 2400~~ the Elections Bylaws, Bylaws 2100 through 2500; and
  - c. the submission to Students' Council of a written report of activities and recommendations prior to ~~May 31~~ April 30.
- (2) The duties of the Deputy Returning Officer(s) shall include:
  - a. such duties as may be required of the Deputy Returning Officer(s) under ~~Bylaw 2000~~ the Elections Bylaws, Bylaws 2100 through 2500; and
  - b. such assistance as required by the Chief Returning Officer in the discharge of his/her duties, as set out in Section 8(1).

## **9. Elections Staff Reporting and Dismissal**

- (1) The Chief Returning Officer shall report directly to Students' Council, and shall be dismissed only by a two thirds (2/3) majority vote of Students' Council on two consecutive meetings, to be held not less than one (1) week apart.
- (2) The Deputy Returning Officer(s) shall report directly to the Chief Returning Officer, and shall be dismissed only by a simply majority vote of the permanent members of the Council Administration Committee.

**Bylaw 2200**  
**A Bylaw Respecting the Executive Committee and Board of Governors**  
**Representative Elections, Plebiscites and Referenda of the Students' Union**

**1. Short Title**

This Bylaw may be referred to as the "Elections, Plebiscites and Referenda Bylaw"

**2. Definitions**

In this bylaw

- a. "member" shall be anyone who is an undergraduate student currently enrolled in at least one course for credit at the University of Alberta;
- b. "C.R.O." shall be the Chief Returning Officer of the Students' Union;
- c. "D.R.O." shall be a Deputy Returning Officer of the Students' Union;
- d. "D.I.E. Board" shall be the Discipline, Interpretation, and Enforcement Board of the Students' Union, as set out in Judiciary of the Students Union Bylaw, Bylaw 1500;
- e. "faculty" shall be any entity defined by the University of Alberta General Faculties Council as either a faculty or a school and in which members are registered and shall include Open Studies;
- f. "council" shall be either be Students' Council or General Faculties Council (GFC) as the context requires;
- g. "general election" shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
- h. "plebiscite" shall be a vote, open to all members, held on a given question but whose result is not legally binding upon the Students' Union;
- i. "referendum" shall be a vote, open to all members, held on a given question and whose result is legally binding upon the Students' Union;
- j. "side" shall be any person or group of people who have their registration as a plebiscite or referendum side accepted under this bylaw;
- k. "side manager" shall be a person registered as part of a plebiscite or referendum side who has been selected by those members of that side to serve as side manager for the purposes of this bylaw;

- l. “primary volunteer” shall be a person registered as part of a candidate’s campaign who has been selected by that candidate to serve as primary volunteer for the purposes of this bylaw;
- m. “candidate” shall be any member whose nomination is accepted under this bylaw;
- n. “joke candidate” shall be any candidate who chooses not to use his/her given name or a reasonable derivative of his/her given name when appearing on the ballot;
- o. “campaign” shall be the period of time during which campaign activities are permitted;
- p. “campaign activity” shall be any act, planned or organized by or on behalf of any candidate or side that is calculated to convince members to vote in a given way;
- q. “volunteer” shall be any individual who assists in campaign activities;
- r. “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- s. “campaign materials” shall be any physical or electronic media produced or distributed as part of campaign activities;
- t. “banner” shall be any campaign material composed of paper, cloth, or similar material of a total area greater than four (4) square feet;
- u. “poster” shall be any campaign material composed of paper, cloth, or similar material, of a total area of under four (4) square feet that is designed to be posted on a wall or similar place;
- v. “forum” shall be any event organized by an entity other than the Students’ Union, a candidate, side, or a volunteer acting on behalf of a candidate or side at which campaign activities are facilitated;
- w. “University” shall be the University of Alberta;
- x. “academic year” shall be from May 1<sup>st</sup> to the following April 31<sup>st</sup>;
- y. “working hours” shall be any and all hours occurring between 0900 and 1700;
- ab. “student newspaper” refers to *The Gateway*.

### 3. Mandate

This bylaw shall govern the conduct of the Executive Committee and Board of Governors elections, plebiscites and referenda conducted by the Students' Union.

### 4. Election Dates - Executive Committee and Board of Governors

(1) The election shall be held annually on the Wednesday and Thursday during the second week following the Winter Term Reading Week.

(2) An Executive Committee and Board of Governors by-election shall not occur during the months of May, June, July, and August.

### 5. Dates - Plebiscites and Referenda

Where the C.R.O. receives a valid petition or where Students' Council initiates a plebiscite or referendum, then the plebiscite or referendum in question shall be held on the dates of the next general election of the Executive Committee and Undergraduate Board of Governors not occurring within thirty (30) days of receipt of the valid petition or initiation by Students' Council of the plebiscite or referendum in question.

### 6. Plebiscite and Referendum Initiation

(1) Where a member wishes to initiate a plebiscite or referendum via petition, that member shall submit to the C.R.O.:

- a. the intent of the question;
- b. whether the question is a plebiscite or a referendum;
- c. the name, faculty, and student identification of that member;
- d. a twenty-five dollar (\$25.00) deposit in the form of cash or a certified cheque or money order payable to the Students' Union.

(2) Upon receipt of a submission meeting the requirements set out in Section 6 (1), the C.R.O. shall immediately forward the intent of the question to the Bylaw Committee.

(3) The Bylaw Committee shall approve within fourteen (14) days from receiving the intent of the question from the C.R.O., a petition question which:

- a. fully reflects the intent submitted by the member;
- b. if carried and acted upon, would not violate any Students' Union bylaws or any federal or provincial law;
- c. where the plebiscite or referendum is to approve the collection of a University non-academic fee, provides for the formation of a permanent committee to oversee and direct the expenditure of this fee, such committee to have Students' Union members in voting positions proportional to the contribution of Students' Union members;

- d. where the plebiscite or referendum is to approve the collection of a fee for a University facility or service, provides access by any Students' Union member to that facility or service.
- (4) Students' Council shall, at the meeting following the drafting of the petition question by the Bylaw Committee as set out in Section 6(3), approve a question which meets the criteria set out in Section 6(3) unless the question would cause Students' Council to breach its fiduciary responsibility to the Students' Union.
  - (5) Sections 6(2) and 6(3) notwithstanding, where it is not possible for the Bylaw Committee or Students' Council to approve a petition question which meets the criteria set out in Section 6(4), neither the Bylaw Committee or Students' Council shall approve such a question.
  - (6) Students' Council shall have the authority to call a plebiscite or referendum without a petition.
  - (7) Prior to being approved by Council all plebiscite and referendum questions must be drafted by the Bylaw Committee.

#### **7. Acceptance of Plebiscite and Referenda Petitions**

- (1) Where a valid petition bearing the names, signatures, and student identification numbers of at least five percent (5%) of the total membership of the Students' Union as of February 1 of that academic year requesting a plebiscite on a given Students' Council-approved question is submitted to the C.R.O., then a plebiscite shall be held on that question as set out in Section 6, provided that the names, signatures, and student identification numbers were all collected within ninety (90) days of submission of the petition.
- (2) Where a valid petition bearing the names, signatures, and student identification numbers of at least fifteen percent (15%) of the total membership of the Students' Union as of February 1 of that academic year requesting a referendum on a given Students' Council-approved question is submitted to the C.R.O., then a referendum shall be held on that question as set out in Section 6, provided that the names, signatures, and student identification numbers were all collected within ninety (90) days of submission of the petition.
- (3) Where a valid petition is submitted to the C.R.O., that member's deposit shall be refunded.

#### **8. Plebiscite and Referendum Campaign Side Selection**

- (1) At least twenty-eight (28) days in advance of the plebiscite or referendum, the C.R.O. shall:
  - a. schedule, announce, and advertise via every available edition of the student newspaper, a meeting for the registration of sides, such meeting to take place not more than twenty-one (21) and not fewer than fourteen (14) days in advance of the plebiscite or referendum in conjunction with the candidates meeting;
  - b. publish in every available edition of the student newspaper the wording of the question.
  
- (2) For each plebiscite or referendum, there shall be
  - a. a “yes” side;
  - b. a “no” side.
  - c. no other official sides.
  
- (3) Members wishing to register themselves as part of a side shall attend the meeting for registering sides, as set out in Section 8(1) (a).
  
- (4) A member’s registration for a side shall be accepted when the member
  - a. attends the meeting for registering sides;
  - b. announces his/her intention to register for a side;
  - c. provides the C.R.O. with his/her name, student identification number, and contact information; and
  - d. the C.R.O. is satisfied that that member does not aim to falsely represent that side by registering for it.
  
- (5) Section 8(4) notwithstanding, no member shall register for more than one (1) side for any plebiscite or referendum.
  
- (6) Each side shall select, from among the members registered to it, one (1) side manager.

### **9. Side manager Eligibility**

Any member of the Students’ Union Executive Committee is eligible to serve as a side manager of a referenda/plebiscite sides without taking a leave of absence from their position as an executive.

### **10. Candidate Nomination Deadlines**

The C.R.O. shall determine and announce the deadlines for the nominations of candidates prior to the end of November each year, to occur not fewer than thirteen (13) days before the date of the Executive Committee and Board of Governors Election; or

### **11. Candidate Nomination Packages**

- (1) The C.R.O. shall make available to every member nomination packages not fewer than twenty (20) days before the nomination deadline as set out in Section 10, and shall advertise the availability of these in not fewer than three (3) editions of the student newspaper before the nomination deadline.
- (2) The C.R.O shall produce nomination packages which shall contain, at minimum
  - a. complete and current copies of Bylaw 2200 and the Judiciary of the Students' Union Bylaw, Bylaw 1500;
  - b. nomination papers soliciting the name, contact information, and student identification number of the proposed nominee, the position the nominee wishes to contest, and for Executive and Board of Governors elections, nominations papers soliciting the names, faculties, years, signatures, and student identification numbers of at least fifty (50) and at most one hundred (100) members as nominators;
  - c. contact information for the C.R.O. and D.R.O.s;
  - d. the time, date, and location for the candidates meeting;
  - e. the building code limits on banner size. In the absence of an upper limit, the C.R.O. will specify a size deemed appropriate
- (3) Valid nomination packages shall contain
  - a. a signed acceptance of the nomination by the proposed nominee;
  - b. a signed letter from the proposed nominee's faculty confirming that he/she is in good academic standing under University regulations;
  - c. a statement, signed by the proposed nominee, identifying the name under which he/she wishes to appear on the ballot, and for Executive and Board of Governors nominees, papers soliciting the names, faculties, years, signatures, and student identification numbers of at least fifty (50) members identifying themselves as nominators as well as a fifty dollar (\$50.00) deposit in the form of cash or a certified cheque or money order payable to the Students' Union.

## **12. Restrictions on Candidate Nominees**

- (1) No member shall be nominated for more than one (1) of the positions contested in each election.
- (2) Members of Students' Council and its standing committees, in order for their nomination papers to be valid are required to take a leave of absence from their duties for the period beginning with the nomination deadline and ceasing with the conclusion of voting of the election in which they are contesting a position. The following exceptions apply:
  - a. Any member of Students' Council contesting an executive position when the race is uncontested,

For the purpose of this section, any race solely contested by a joke candidate shall be considered uncontested.

- (3) Where a member contravenes Section 12(2), all of the member's nominations shall be declared null and void.

### **13. Acceptance of Candidate Nominations**

Where a member submits valid nomination papers, as set out in Sections 11(3) and 12 and prior to the nomination deadline as set out in Section 10, that member's nomination shall be accepted by the C.R.O. within twenty-four (24) hours of the nomination deadline.

### **14. No Candidate Nomination, or Plebiscite/Referendum Registration Received**

- (1) Where no valid candidate or side for a given position, plebiscite, or referendum has been received by the deadline, the C.R.O. shall extend the deadline for that position or side by up to two (2) days.
- (2) Where the only nominations received for a given position is (are) joke candidate(s), the CRO shall extend the deadline for that position by up to two (2) days.

### **15. Candidate and Plebiscite/Referendum Registration Meeting**

- (1) The C.R.O. shall hold a meeting for all candidates, referenda and plebiscite sides following the nomination deadline but prior to the commencement of the campaign.
- (2) All candidates and side managers shall either attend the candidates meeting in its entirety or designate, in writing, an agent who will do so.
- (3) Where a candidate or side manager contravenes Section 15(2), that candidate or side manager shall be disqualified.
- (4) The C.R.O. may, at his/her discretion, grant exemptions to Section 15(3) to candidates, but shall do so only where
- a. the candidate requesting the exemption does so in writing at least forty-eight (48) hours prior to the commencement of the candidates meeting; or
  - b. the candidate informs and provides satisfactory evidence to the C.R.O. of an emergency for which no notice could be given.

### **16. Content of the Candidate and Registration Meeting**

- At the candidate and registration meeting, the C.R.O. shall, at minimum
- a. review all relevant bylaws, rules, and regulations, including this bylaw, and respond to questions about same;
  - b. announce the time and date of any forums scheduled;

- c. determine and announce which candidates are joke candidates as set out in Section 2 (m);
- d. where two (2) or more candidates have asked to appear on the ballot under names that are either identical or so similar as to be effectively indistinguishable, determine and announce under what names each of the two (2) or more candidates shall appear on the ballot;
- e. announce any methods that will be regularly used to communicate with candidates;
- f. take attendance for the purpose of verifying compliance with Sections 14 and 15;
- g. announce the times, dates, and locations of daily meetings; and
- h. create a register listing the members registered for each plebiscite and referendum side as well as the side manager for each.

### **17. Commencement of Campaign Activities**

The C.R.O. shall determine and announce the time and date of the commencement of campaign activities, to occur no fewer than ~~seven (7)~~ five (5) days before the date of any vote prior to the end of November each year.

### **18. Myer Horowitz Forum**

- (1) The C.R.O. shall determine and announce the date and location of the Myer Horowitz Forum, to occur after the commencement of Executive Committee and Board of Governors and Plebiscite/Referendum campaign activities, prior to the end of November of each year.
- (2) The C.R.O. shall chair the Myer Horowitz Forum and shall enforce the following rules
  - a. each candidate and side shall be afforded an opportunity to speak that is equal to the opportunity afforded to each candidate or side in his/her race;
  - b. no objects shall be thrown;
  - c. no heckling shall occur;
  - d. no campaign materials shall be distributed during the Myer Horowitz Forum in the room in which the Myer Horowitz Forum is held.
- (3) Where an individual contravenes Section 18(2), the C.R.O. shall remove that individual from the Myer Horowitz Forum.
- (4) Where a candidate or side contravenes Section 18(2), the C.R.O., in addition to the remedies prescribed under Section 50, shall have the authority to enforce further disciplinary action, as prescribed under Section 50.

### **19. Requirement for Forums**

No candidate or side shall participate in any forum unless each candidate or side in his/her race has received at least twenty-four (24) hours notification of the forum and will be afforded an equal chance to speak at it.

## 20. Storage Space

The C.R.O. shall make arrangements for space to be available on the University campus to all candidates and side managers for the purpose of the storage of campaign materials.

## 21. Prohibition on Pre-campaigning

- (1) No side manager, volunteer, or candidate shall engage in campaign activities between the nomination deadline or Students' Council initiation of a plebiscite/referenda and the commencement of the campaign.
- (1) Any campaign activity involving social media or internet activity shall not commence or exist between the nomination deadline or Students Council initiation of a plebiscite/referendum and the commencement of the campaign. Social media and internet activity with the sole purpose to prepare campaign activities, campaign material, or to solicit volunteers may be undertaken during the pre-campaign period, so long as it is kept private.

## 22. Joke Candidates

- (1) Where a candidate has been designated as a joke candidate, as set out in Section 2(m), and that candidate does not wish to be a joke candidate, that candidate may provide to the C.R.O. a new signed statement indicating the preferred name under which ~~he/she wishes~~ they wish to appear on the ballot, within forty-eight (48) ~~thirty-six (36)~~ hours of being designated as a joke candidate.
- (2) Where a candidate who has been designated a joke candidate exercises his/her right, as set out in Section 22(1), to submit a new name under which he/she wishes to appear on the ballot, and where the new name is, at the discretion of the C.R.O., a reasonable derivative of that candidate's legal name, that candidate's designation as a joke candidate shall be reversed.

## 23. Candidates with Same or Similar Names

~~Where two (2) or more candidates submit names that are either identical or so similar as to be effectively indistinguishable, the C.R.O. shall determine and announce within forty-eight (48) hours of the nomination deadline what name each of the two (2) or more candidates shall use.~~

- (1) Where two (2) or more candidates submit names that are either identical or so similar as to be effectively indistinguishable, the candidates shall provide the C.R.O with their preferred names for the ballot within forty-eight (48) hours of the nomination deadline. The preferred name must be a reasonable derivative of the candidate's legal name.

- (2) Where the C.R.O is not provided a preferred name by the candidate, the C.R.O. shall determine and announce what name each of the two (2) or more candidates shall use.

#### **24. C.R.O. Shall List Candidates**

- (1) Within ~~thirty-six (36)~~ forty-eight (48) hours of nomination deadline, the C.R.O. shall post the preferred name of each candidate as it will appear on the ballot. The preferred name must be a reasonable derivative of the candidate's legal name.
- (2) The C.R.O. shall publish the same in the next available issue of the student newspaper.
- (3) Where the preferred name is not provided to the C.R.O., the C.R.O. shall use the candidate's legal name.

#### **25. Daily Meetings**

- (1) On every weekday during the Executive Committee and Board of Governors Representative campaign and Plebiscite/Referendum campaign, the C.R.O. shall hold a daily meeting, at which he/she shall review complaints, rulings, regulations, procedures, and announcements.
- (1) Each candidate and side manager shall either attend each daily meeting himself/herself or designate, in writing, a representative who will attend.
- (2) Where a candidate or side manager contravenes Section 25(2), he/she shall be fined ten dollars (\$10.00) for each meeting at which he/she is in contravention, and he/she shall not be assessed any further penalty.

#### **26. Requirements of All Candidates and Plebiscite/Referendum Sides**

Each candidate and side manager shall act reasonably and in good faith, and specifically shall

- a. ensure that each volunteer engaging in campaign activities on his/her/its behalf is aware of all bylaws, rules, regulations, and orders;
- b. ensure that each volunteer is in compliance with all bylaws, rules, regulations, and orders while engaging in campaign activities on his/her/its behalf; and
- c. report any contravention of a bylaw, rule, regulation, or order to the C.R.O. immediately.

#### **27. Third Party Activities**

- (1) A candidate or side in a Students' Union election may distance themselves from a third party in the event the third party effectively conducts campaign activities under the following conditions:

- a. the candidate or side must demonstrate to the C.R.O. that the third party acted without consent of the candidate or side; and
- b. the candidate or side must demonstrate to the C.R.O. that steps have been taken to distance themselves from the third party and to attempt to halt unauthorized campaign activity by that third party.

(2) Should a candidate or side demonstrate the conditions specified under Section 27(1) to the C.R.O.'s satisfaction, the candidate or side would not be subject to punitive fines as a result of the third party's actions, but could still be subject to counterbalancing fines.

### **28. No-Use of Non-Universal Resources**

No individual candidate or side shall make use of any resource that is not

- a. available to all candidates and sides;
- b. general volunteer labour or expertise; or
- c. accounted for as part of that candidate's or side's campaign expenses.

### **29. No Joint Use of Resources**

No two (2) or more candidates or sides shall jointly use any resources, including tables, posters, banners, and budgets but excluding volunteers.

### **30. Endorsements**

- (1) Any member with the exception of the C.R.O, the D.R.O.s, and incumbent members of the Executive Committee who are not also candidates shall be free to endorse any candidate.
- (2) Any member with the exception of the C.R.O, the D.R.O.s, candidates, and incumbent members of the Executive Committee shall be free to act as a volunteer for any candidate.
- (3) Notwithstanding Section 30(1), regulations regarding the endorsement of candidates by Students' Union employees not referenced in Section 30(1) shall be subject to the Students' Union operating policy.
- (4) Notwithstanding Section 30(2), regulations regarding the capacity of Students' Union employees not referenced in Section 30(2) to act as a volunteer shall be subject to the Students' Union operating policy.
- (5) Incumbent members of the Executive Committee and the incumbent Board of Governors Representative are allowed to endorse sides in a Students' Union election.

### **31. Restrictions on Campaign Activities**

- (1) No candidate or side shall, without the permission of the C.R.O. engage in any campaign activity

- a. in any business or service operated by the Students' Union;
- b. in a University library;
- c. in a classroom during a class unless he/she first obtains the permission of the professor responsible for that class;
- d. in any residence; or
- e. in any building or on any land not owned or operated by the University or the Students' Union.

- (2) During voting days, no campaign materials or campaign activities shall be within six (6) meters of any polling station.

### **32. Campaign Materials**

- (1) All campaign materials shall be approved in form, content, and cost by the C.R.O. before they may be used in campaign activities.
- (2) Candidates and side wishing to have campaign materials approved shall provide the C.R.O. with
  - a. a written estimate of the cost of the proposed campaign material, including the source of that cost; and
  - b. the complete contents of the proposed campaign material, including text, images and layout.
- (3) The C.R.O. shall provide in confidence a written approval or refusal of campaign materials within eight (8) working hours of receiving a request as set out in Section 32 (2).

### **33. Forbidden Campaign Materials**

- (1) The C.R.O. shall not approve campaign materials that
  - c. have more than a nominal value when distributed;
  - d. cannot be removed at the end of the Campaign; or
  - e. are likely to permanently damage or alter property.
- (2) Where a candidate or side contravenes Section 32(1), the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate or side, as set out in Section 48.

### **34. Media**

All candidates and sides are free to pursue campus-based media as determined by the C.R.O; however, are restricted from contacting external media sources. All external media must be directed through the C.R.O office.

### **35. Use of Social Media and Public Internet Ventures**

The C.R.O. shall be kept privy to elections-related social media and public internet ventures undertaken by candidates, and reserves the right to penalize candidates for any violation of this bylaw or related regulations.

**36. Banners**

- (1) No candidate or side shall have more than one (1) banner on display in any given building at any given time.
- (2) Where a candidate or side contravenes Section 36(1), the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that candidate or side as set out in Section 48.

**37. Posters**

- (1) No poster shall be displayed in such a way as to obscure another candidate's or side's campaign materials.
- (2) In any given building, at any given time
  - a. no Executive or Board of Governors Candidate shall have more than ten (10) posters;
  - b. no Plebiscite or Referendum side shall have more than ten (10) posters;
- (3) The C.R.O. shall set a minimum distance between posters or signs that are placed outside belonging to the same candidate or side.
- (4) Where a candidate or side contravenes Sections 37(1) through (3), the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate or side as set out in Section 48.

**38. Designated Printer**

- (1) All printed campaign materials shall be purchased at official list price costs from ~~one (1) or more of the printing companies designated by the C.R.O~~ SUBprint.
- ~~(2) The C.R.O. shall designate at least five (5) printers from which candidates and sides may purchase materials to be in compliance with Section 38(1).~~
- ~~(3) Where a candidate or side demonstrates that a desired campaign material could not be produced by any of the five (5) or more printers designated by the C.R.O as set out in Section 38(2), the C.R.O. shall grant a limited exemption from Section 38(2) to that candidate or side.~~
- ~~(4) Where campaign materials can be produced by a Students' Union operated business, candidates and sides shall purchase those campaign materials from that business.~~
- (5) Where a candidate or side contravenes Section 38(1) or Section 38(4), the offending campaign materials shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate or side, as set out in Section 48.

**39. ~~Recycled~~ Sustainable Materials**

Where a candidate or side chooses to print campaign materials on ~~recycled~~-paper deemed to be sustainable by the CRO ~~containing one hundred per cent (100%) post-consumer content~~, and where that candidate or side demonstrates, to the satisfaction of the C.R.O., that this choice resulted in an increased cost being incurred to it, then the amount of this increased cost shall not count against the limits set out in Sections 42 and Section 43.

**40. Destruction of Campaign Materials**

No candidate, side manager, or volunteer shall damage or destroy any other candidate's or side's campaign materials unless specifically authorized to do so by the C.R.O.

**41. Campaign Material Removal**

All campaign materials shall be removed by 21h00 the last day of voting.

**42. Campaign Expense Limits – Executive Committee and Board of Governor Candidates**

(1) No candidate for the Executive Committee or Board of Governors shall accrue more than five hundred and fifty dollars (\$550.00) in campaign expenses, all of which shall be paid by the Students' Union.

(2) No joke candidate shall accrue more than two thirds (2/3) of the expenses set out in Sections 42(1).

**43. Campaign Expense Limits – Referenda and Plebiscite Sides**

(1) No Referenda or Plebiscite Side shall accrue more than one thousand dollars (\$1000.00) in campaign expenses, all of which shall be paid by the Students' Union.

(2) No joke candidates will be allowed as specified under Section 8(2) (c).

**44. Expense Reporting**

(1) Each candidate and side shall keep an up to date and accurate record of all campaign expenses he/she/it incurs, and shall be responsible to the C.R.O. for all such campaign expenses.

(2) Each candidate and side shall submit to the C.R.O. the record, as set out in Section 44(1), no less than twelve (12) working hours prior to the ~~commencement~~ end of voting.

(3) No candidate or side shall incur any campaign expenses within twelve (12) working hours of the ~~commencement~~ end of voting, except where those campaign expenses have been reported in the record submitted to the C.R.O. as set out in Section 44(2).

- (4) Where the C.R.O. determines that a candidate or side has exceeded or falsified its campaign expense limit
  - a. the candidate or side manager for the side shall be disqualified;
  - b. that candidate or side shall be prohibited from engaging in further campaign activities;
  - c. notice of this shall be posted with the campaign expense records;
  - d. the violation will be communicated directly to the candidate or the side's side manager in question;
  - e. the C.R.O. may recommend to the D.I.E. Board that further action be taken against that the candidate, the side's side manager, and/or any volunteers.
- (5) The C.R.O. shall review all campaign expense records, and shall post summaries of same more than eight (8) working hours prior to the ~~commencement~~ end of voting.
- (6) The C.R.O. shall assess a penalty to a candidate or side who does not submit their expense report as set out in Section 48.

#### **45. Fair Market Value**

- (1) Where a product or service has been provided to a candidate or side for no consideration or for consideration that is less than the official list price of the service provider, that candidate or side shall be considered to have incurred a campaign expense at the fair market value of that product or service, as determined by the C.R.O.
- (2) Where a candidate or side receives a product or service for consideration that is greater than the fair market value, then that candidate or side shall be considered to have incurred a campaign expense equal to the actual consideration.
- (3) The fair market value shall be determined by the C.R.O. using the price that any other candidate or side would have to pay for a comparable product or service as a guideline.
- (4) Candidates or sides shall have the right, but not the obligation, to receive an assessment of a product or service's fair market value in advance.
- (5) A candidate or side wishing to receive a fair market value assessment in advance shall make a written request to the C.R.O, which shall include
  - a. a full and accurate description of the product or service;
  - b. the supplier of the service, along with contact information for the same; and
  - c. the candidate or side 's estimation of the product or service's fair market value, and a rationale for same.

- (6) Where a complete request under Section 45(5), has been submitted to the C.R.O., the C.R.O. shall respond with a decision within eight (8) working hours.

#### **46. General Labour**

For purposes of Section 44, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design, web page design, and web page programming, shall be considered to have a fair market value of zero.

#### **47. Complaints**

- (1) The C.R.O. shall prepare and provide a complaint form which shall require complaints to indicate
- a. their names and student identification numbers;
  - b. the specific bylaw and section, rule, or regulation that has allegedly been contravened;
  - c. the specific individual or group that is alleged to be in contravention;
  - d. the specific facts which constitute the alleged contravention; and
  - e. the evidence for these facts.
- (2) Where a complaint is received within twelve (12) working hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.
- (3) The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.
- (4) Where a complaint is received and is found to be complete as set out in Section 47(1), the C.R.O. shall rule on the complaint within twelve (12) working hours of receiving the complaint.
- (5) The C.R.O. shall post all of his/her rulings, including
- a. a summary of the complaint;
  - b. a list of parties to the complaint;
  - c. where the C.R.O. fails to possess jurisdiction as set out in Section 49(5) (c), a summary of the reasons for this finding;
  - d. a listing of all bylaws, rules, and regulations that apply;
  - e. a finding regarding the facts;
  - f. a ruling regarding the alleged contravention;
  - g. the penalty assigned, if any;
  - h. the time the ruling was posted; and
  - i. the time limit for appeal.

#### **48. Penalties Available**

- (1) Where a candidate, side manager or volunteer has contravened a bylaw, rule, or regulation, regardless of the cause or the intent of the parties involved, and

that contravention has provided an unfair advantage to a candidate, the C.R.O. shall assign a penalty that

- a. fully counter-balances any advantage gained; and
- b. where the contravention was intentional, penalizes the candidate or campaign manager who was or whose volunteer was guilty of the contravention.

(2) Penalties available to the C.R.O. shall include

- a. a fine, to be counted against the candidate's campaign expenses;
- b. the confiscation or destruction of campaign materials;
- c. limits, restrictions, and prohibitions on any type of campaign activities for any period of time up to the ~~commencement~~ end of voting; and
- d. disqualification of the candidate or side manager.

(3) The C.R.O. shall draft a schedule of fines and penalties as an appendix to the rules and regulations concerning this bylaw.

#### **49. Disqualification**

(1) A candidate shall be disqualified where he/she/it is guilty of a contravention that

- a. cannot be counter-balanced by a lesser penalty;
- b. is malicious or substantially prejudicial to another candidate or slate; or
- c. involves tampering with ballots, voting procedures, or counting procedures.

(2) Where the advantage gained by the "yes" side of a referendum or plebiscite due to a contravention cannot be fully counterbalanced by the penalties available to the C.R.O. as set out in Section 50, the C.R.O. shall cancel the referendum or plebiscite.

(3) Where the advantage gained by the "no" side of a referendum or plebiscite due to a contravention cannot be fully counterbalanced by the penalties available to the C.R.O. as set out in Section 50, the C.R.O. shall counterbalance the advantage to the maximum extent possible, and may recommend to the D.I.E. Board that further disciplinary action be taken against the members guilty of the contravention under the Judiciary of the Students' Union Bylaw, Bylaw 1500.

(4) Where a side's side manager is disqualified, that side shall select a new side manager.

(5) The C.R.O. shall be empowered to investigate and rule upon every contravention of this bylaw or any other bylaw, rule, or regulation related to the election, plebiscite or referenda.

#### **50. D.I.E. Board**

All members have the right to appeal rulings of the C.R.O. to the D.I.E. Board under the Students' Union Judiciary Bylaw, Bylaw 1500.

- ~~(1) Where a member is guilty of a serious contravention, the C.R.O. may recommend to the D.I.E. Board that further penalties be brought under the Students' Union Judiciary Bylaw, Bylaw 1500.~~
- ~~(2) Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.~~
- ~~(3) All appeals of the C.R.O.'s rulings, with the exception of those arising out of voting and Election results, shall be heard and ruled upon by the D.I.E. Board prior to the commencement of voting announcement of the results of the election.~~
- ~~(4) No appeal shall be considered by the D.I.E. Board unless it is received within twelve (12) working hours of the C.R.O.'s ruling being posted.~~
- ~~(5) Where a complete appeal is received, the D.I.E. Board shall convene a hearing within twelve (12) working hours of the appeal being submitted.~~
- ~~(6) The D.I.E. Board shall, at the meetings set out in Section 50, either
  - a. rule on all appeals; or
  - b. order a delay to the Election, Referenda or Plebiscite.~~
- ~~(7) No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.~~
- ~~(8) No voting shall be conducted prior to the D.I.E. Board ruling on all appeals covered by Section 50.~~

**Bylaw 2300**  
**A Bylaw Respecting the Councillor Elections to Students' Council and General  
Faculties' Council**

**1. Short Title**

This Bylaw may be referred to as the “ Councillor Elections to Students’ Council and General Faculties Council Bylaw”.

**2. Definitions**

In this bylaw

- a. “member” shall be anyone who is an undergraduate student currently enrolled in at least one course for credit at the University of Alberta;
- b. “C.R.O.” shall be the Chief Returning Officer of the Students’ Union;
- c. “D.R.O.” shall be a Deputy Returning Officer of the Students’ Union;
- d. “D.I.E. Board” shall be the Discipline, Interpretation, and Enforcement Board of the Students’ Union, as set out in Judiciary of the Students Union Bylaw, Bylaw 1500;
- e. “faculty” shall be any entity defined by the University of Alberta General Faculties Council as either a faculty or a school and in which members are registered and shall include Open Studies;
- f. "council" shall be either be Students' Council or General Faculties Council (GFC) as the context requires;
- g. “general election” shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
- h. “primary volunteer” shall be a person registered as part of a candidate’s campaign who has been selected by that candidate to serve as primary volunteer for the purposes of this bylaw;
- i. “candidate” shall be any member whose nomination is accepted under this bylaw;
- j. “joke candidate” shall be any candidate who chooses not to use his/her given name or a reasonable derivative of his/her given name when appearing on the ballot;

- k. “campaign” shall be the period of time during which campaign activities are permitted;
- l. “campaign activity” shall be any act, planned or organized by or on behalf of any candidate that is calculated to convince members to vote in a given way;
- m. “volunteer” shall be any individual who assists in campaign activities;
- n. “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- o. “campaign materials” shall be any physical or electronic media produced or distributed as part of campaign activities;
- p. “banner” shall be any campaign material composed of paper, cloth, or similar material of a total area greater than four (4) square feet;
- q. “poster” shall be any campaign material composed of paper, cloth, or similar material, of a total area of under four (4) square feet that is designed to be posted on a wall or similar place;
- r. “forum” shall be any event organized by an entity other than the Students’ Union, a candidate, or a volunteer acting on behalf of a candidate at which campaign activities are facilitated;
- s. “University” shall be the University of Alberta;
- t. “working hours” shall be any and all hours occurring between 0900 and 1700; and
- u. ~~“student newspaper” refers to *The Gateway*.~~

### 3. Mandate

This bylaw shall govern the conduct of the Election to Students' Council and General Faculties' Council.

### 4. Election Dates - General Faculties Council and Students' Union Council

- (1) The election shall occur fifteen (15) days after the General Election of the Executive Committee and the Undergraduate Board of Governors Representative as set out in Bylaw 2200.
  - a. Notwithstanding, the C.R.O. may establish one alternate date designated for the election to occur, where the faculty can prove that the above date is unsuitable for their electorate.
  - b. Notwithstanding, the election of representatives from Augustana Faculty to General Faculties Council and Students' Union Council shall be conducted concurrently with the General Election of the Executive Committee and Board of Governors Representative as set out in Bylaw 2200.
- (2) A General Faculties Council or Students' Union Council election or by-election shall not occur during the months of May, June, July and August.

### 5. Candidate Nomination Deadlines

The C.R.O. shall determine and announce the deadlines for the nominations of candidates prior to the end of November each year, to occur not fewer than nine (9) days before the date of the Faculty Councillor Election.

### 6. Candidate Nomination Packages

- (1) The C.R.O. shall make available to every member nomination packages not fewer than twenty (20) days before the nomination deadline as set out in Section 5, ~~and shall advertise the availability of these in not fewer than three (3) editions of the student newspaper before the nomination deadline.~~
- (2) The C.R.O shall produce nomination packages which shall contain, at minimum
  - a. complete and current copies of Bylaw 2300 and the Judiciary of the Students' Union Bylaw, Bylaw 1500;
  - b. nomination papers soliciting the name, contact information, and student identification number of the proposed nominee, the position the nominee wishes to contest, and nominations papers soliciting the names, faculties, years, signatures, and student identification numbers of at least ten (10) and at most twenty (20) members registered in the same faculty as the nominee as nominators;
  - c. contact information for the C.R.O. and D.R.O.s;
  - d. the time, date, and location for the candidates meeting;
  - e. the building code limits on banner size. In the absence of an upper limit, the C.R.O. will specify a size deemed appropriate.

- (3) Valid nomination packages shall contain
  - a. a signed acceptance of the nomination by the proposed nominee;
  - b. a signed letter from the proposed nominee's faculty confirming that he/she is in good academic standing under University regulations;
  - c. a statement, signed by the proposed nominee, identifying the name under which he/she wishes to appear on the ballot, and papers soliciting the names, faculties, years, signatures, and student identification numbers of at least ten (10) members registered in the same faculty as the nominee as nominators;
- (4) Candidates who are registered in Open Studies are exempt from Section 6(3) (c).

## **7. Restrictions on Candidate Nominees**

- (1) No member shall be nominated for more than one (1) of the positions contested in each election.
- (2) Notwithstanding Section 7(1), members may be nominated for both Students' Council and General Faculties Council within the same election.
- (3) Members of Students' Council and its standing committees, in order for their nomination papers to be valid are required to take a leave of absence from their duties for the period beginning with the nomination deadline and ceasing with the conclusion of voting of the election in which they are contesting a position. The following exceptions apply:
  - a. An executive contesting a Councillor position when the race is uncontested,
  - b. Any member of Students' Council, excluding members of the Executive, contesting a Councillor position.

For the purpose of this section, any race solely contested by a joke candidate shall be considered uncontested.
- (4) Where a member contravenes Section 7 (3), all of the member's nominations shall be declared null and void.

## **8. Acceptance of Candidate Nominations**

Where a member submits valid nomination papers, as set out in Sections 6(3) and 7 and prior to the nomination deadline as set out in Section 5, that member's nomination shall be accepted by the C.R.O. within twenty-four (24) hours of the nomination deadline.

## **9. No Candidate Nomination Received**

- (1) Where no valid candidate for a given position has been received by the deadline, the C.R.O. shall extend the deadline for that position by up to two (2) days.
- (2) Where the only nominations received for a given position is (are) joke candidate(s), the CRO shall extend the deadline for that position by up to two (2) days.

#### **10. Candidate Registration Meeting**

- (1) The C.R.O. shall hold a meeting for all candidates following the nomination deadline but prior to the commencement of the campaign.
- (2) All candidates shall either attend the candidates meeting in its entirety or designate, in writing, an agent who will do so.
- (3) Where a candidate contravenes Section 10(2), that candidate shall be disqualified.
- (4) The C.R.O. may, at his/her discretion, grant exemptions to Section 10(3) to candidates, but shall do so only where
  - a. the candidate requesting the exemption does so in writing at least forty-eight (48) hours prior to the commencement of the candidates meeting; or
  - b. the candidate informs and provides satisfactory evidence to the C.R.O. of an emergency for which no notice could be given.

#### **11. Content of the Candidate and Registration Meeting**

- At the candidate and registration meeting, the C.R.O. shall, at minimum
- a. review all relevant bylaws, rules, and regulations, including this bylaw, and respond to questions about same;
  - b. announce the time and date of any forums scheduled;
  - c. determine and announce which candidates are joke candidates as set out in Section 2 (i);
  - d. where two (2) or more candidates have asked to appear on the ballot under names that are either identical or so similar as to be effectively indistinguishable, determine and announce under what names each of the two (2) or more candidates shall appear on the ballot;
  - e. announce any methods that will be regularly used to communicate with candidates;
  - f. take attendance for the purpose of verifying compliance with Sections 9 and 10.

#### **12. Commencement of Campaign Activities**

The C.R.O. shall determine and announce the time and date of the commencement of campaign activities, to occur no fewer than ~~seven (7)~~ five (5) days before the date of any vote prior to the end of November each year.

### 13. Requirement for Forums

No candidate shall participate in any forum unless each candidate in his/her race has received at least twenty-four (24) hours notification of the forum and will be afforded an equal chance to speak at it.

### 14. Storage Space

The C.R.O. shall make arrangements for space to be available on the University campus to all candidates for the purpose of the storage of campaign materials.

### 15. Joke Candidates

- (1) Where a candidate has been designated as a joke candidate, as set out in Section 2(i), and that candidate does not wish to be a joke candidate, that candidate may provide to the C.R.O. a new signed statement indicating the name under which he/she wishes to appear on the ballot, within 36 hours of being designated as a joke candidate.
- (2) Where a candidate who has been designated a joke candidate exercises his/her right, as set out in Section 15(1), to submit a new name under which he/she wishes to appear on the ballot, and where the new name is, at the discretion of the C.R.O., a reasonable derivative of that candidate's legal name, that candidate's designation as a joke candidate shall be reversed.

### 16. Candidates with Same or Similar Names

~~Where two (2) or more candidates submit names that are either identical or so similar as to be effectively indistinguishable, the C.R.O. shall determine and announce within forty-eight (48) hours of the nomination deadline what name each of the two (2) or more candidates shall use.~~

- (1) Where two (2) or more candidates submit names that are either identical or so similar as to be effectively indistinguishable, the candidates shall provide the C.R.O. with their preferred names for the ballot within thirty-six (36) hours of the nomination deadline. The provided name must be a reasonable derivative of the candidate's legal name.
- (2) Where the C.R.O. is not provided a preferred name by the candidate, the C.R.O. shall determine and announce what name each of the two (2) or more candidates shall use.

### 17. C.R.O. Shall List Candidates

- (1) Within ~~thirty-six (36)~~ forty-eight (48) hours of nomination deadline, the C.R.O. shall post the preferred name of each candidate as it will appear on the

ballot. The preferred name must be a reasonable derivative of the candidate's legal name.

- ~~a. the name of each of the candidates; and~~
- ~~b. the name under which each shall appear on the ballot.; and~~

(2) The C.R.O. shall publish the same in the next available issue of the student newspaper.

(3) Where the preferred name is not provided to the C.R.O., the C.R.O. shall use the candidate's legal name.

### **18. Requirements of All Candidates**

Each candidate shall act reasonably and in good faith, and specifically shall

- a. ensure that each volunteer engaging in campaign activities on his/her behalf is aware of all bylaws, rules, regulations, and orders;
- b. ensure that each volunteer is in compliance with all bylaws, rules, regulations, and orders while engaging in campaign activities on his/her behalf; and
- c. report any contravention of a bylaw, rule, regulation, or order to the C.R.O. immediately.

### **19. Third Party Activities**

(1) A candidate in a Students' Union election may distance themselves from a third party in the event the third party effectively conducts campaign activities under the following conditions:

- a. the candidate must demonstrate to the C.R.O. that the third party acted without consent of the candidate; and
- b. the candidate must demonstrate to the C.R.O. that steps have been taken to distance themselves from the third party and to attempt to halt unauthorized campaign activity by that third party.

(2) Should a candidate demonstrate the conditions specified under Section 19(1) to the C.R.O.'s satisfaction, the candidate would not be subject to punitive fines as a result of the third party's actions, but could still be subject to counterbalancing fines.

### **20. No-Use of Non-Universal Resources**

No individual candidate shall make use of any resource that is not

- a. available to all candidates;
- b. general volunteer labour or expertise; or
- c. accounted for as part of that candidate's campaign expenses.

### **21. No Joint Use of Resources**

No two (2) or more candidates shall jointly use any resources, including tables, posters, banners, and budgets but excluding volunteers.

**22. Endorsements**

- (1) Any member with the exception of the C.R.O, the D.R.O.s, and incumbent members of the Executive Committee who are not also candidates shall be free to endorse any candidate.
- (2) Any member with the exception of the C.R.O, the D.R.O.s, candidates, and incumbent members of the Executive Committee shall be free to act as a volunteer for any candidate.
- (3) Notwithstanding Section 22(1), regulations regarding the endorsement of candidates by Students' Union employees not referenced in Section 22(1) shall be subject to the Students' Union operating policy.
- (4) Notwithstanding Section 22(2), regulations regarding the capacity of Students' Union employees not referenced in Section 22(2) to act as a volunteer shall be subject to the Students' Union operating policy.

**23. Restrictions on Campaign Activities**

- (1) No candidate shall, without the permission of the C.R.O. engage in any campaign activity
  - a. in any business or service operated by the Students' Union;
  - b. in a University library;
  - c. in a classroom during a class unless he/she first obtains the permission or the professor responsible for that class;
  - d. in any residence; or
  - e. in any building or on any land not owned or operated by the University or the Students' Union.
- (2) During voting days, no campaign materials, or campaign activities shall be within six (6) meters of any polling station.

**24. Campaign Materials**

- (1) All campaign materials shall be approved in form, content, and cost by the C.R.O. before they may be used in campaign activities.
- (2) Candidates wishing to have campaign materials approved shall provide the C.R.O. with
  - a. a written estimate of the cost of the proposed campaign material, including the source of that cost; and
  - b. the complete contents of the proposed campaign material, including text, images and layout.
- (3) The C.R.O. shall provide in confidence a written approval or refusal of campaign materials within eight (8) working hours of receiving a request as set out in Section 24 (2).

**25. Forbidden Campaign Materials**

- (1) The C.R.O. shall not approve campaign materials that
  - a. have more than a nominal value when distributed;
  - b. cannot be removed at the end of the Campaign; or
  - c. are likely to permanently damage or alter property.
- (2) Where a candidate contravenes Section 24(1), the offending campaign materials shall be destroyed and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 39.

**26. Media**

All candidates are free to pursue campus-based media as determined by the C.R.O; however, are restricted from contacting external media sources. All external media must be directed through the C.R.O office.

**27. Use of Social Media and Public Internet Ventures**

The C.R.O. shall be kept privy to elections-related social media and public internet ventures undertaken by candidates, and reserves the right to penalize candidates for any violation of this bylaw or related regulations.

**28. Banners**

- (1) No candidate shall have more than one (1) banner on display in any given building at any given time.
- (2) Where a candidate contravenes Section 28(1), the offending banners shall be destroyed and the C.R.O. may assess an additional penalty to that candidate as set out in Section 39.

**29. Posters**

- (1) No poster shall be displayed in such a way as to obscure another candidate's campaign materials.
- (2) In any given building, at any given time, a candidate shall have more than sixteen (16) posters.
- (3) The C.R.O. shall set a minimum distance between posters or signs that are placed outside belonging to the same candidate.
- (4) Where a candidate contravenes Sections 29(1) through (3), the offending posters shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate as set out in Section 39.

**30. Designated Printer**

- (1) All printed campaign materials shall be purchased at official list price costs from ~~one (1) or more of the printing companies designated by the C.R.O~~ SUBprint.

- (2) ~~The C.R.O. shall designate at least five (5) printers from which candidates may purchase materials to be in compliance with Section 30(1).~~
- (3) ~~Where a candidate demonstrates that a desired campaign material could not be produced by any of the five (5) or more printers designated by the C.R.O. as set out in Section 30(2), the C.R.O. shall grant a limited exemption from Section 30(1) to that candidate.~~
- (4) Where non-printed campaign materials can be produced by a Students' Union operated business, candidates shall purchase those campaign materials from that business.
- (5) Where a candidate contravenes Section 30(1) or Section 30(4), the offending campaign materials shall be destroyed, and the C.R.O. may assess an additional penalty to that candidate, as set out in Section 39.

### **31. Recycled Sustainable Materials**

Where a candidate chooses to print campaign materials on ~~recycled~~ paper deemed to be sustainable by the CRO containing one hundred per cent (100%) post consumer content, and where that candidate demonstrates, to the satisfaction of the C.R.O., that this choice resulted in an increased cost being incurred to it, then the amount of this increased cost shall not count against the limits set out in Sections 34.

### **32. Destruction of Campaign Materials**

No candidate, or volunteer shall damage or destroy any other candidate's campaign materials unless specifically authorized to do so by the C.R.O.

### **33. Campaign Material Removal**

All campaign materials shall be removed by 21h00 the last day of voting.

### **34. Campaign Expense**

- (1) No candidate shall accrue more than thirty dollars (\$30.00), plus six dollars (\$6.00) for every one thousand (1,000) students' in his or her faculty beyond three thousand (3,000) in campaign expenses, all of which shall be paid by the Students' Union.
- (2) Where the number of students in a faculty beyond three thousand (3,000) is not a multiple of one thousand (1,000), the amount of money in excess of the base amount as set out in Section 34(1), shall be prorated and rounded to the nearest cent.
- (3) No joke candidate shall accrue more than two thirds (2/3) of the expenses set out in Sections 34(1) and 34(2).

**35. Expense Reporting**

- (1) Each candidate shall keep an up to date and accurate record of all campaign expenses he/she incurs, and shall be responsible to the C.R.O. for all such campaign expenses.
- (2) Each candidate shall submit to the C.R.O. the record, as set out in Section 35(1), no less than twelve (12) working hours prior to the ~~commencement~~ end of voting.
- (3) No candidate shall incur any campaign expenses within twelve (12) working hours of the ~~commencement~~ end of voting, except where those campaign expenses have been reported in the record submitted to the C.R.O. as set out in Section 35(2).
- (4) Where the C.R.O. determines that a candidate has exceeded or falsified its campaign expense limit
  - a. the candidate shall be disqualified;
  - b. that candidate shall be prohibited from engaging in further campaign activities;
  - c. notice of this shall be posted with the campaign expense records;
  - d. the violation will be communicated directly to the candidate in question;
  - e. the C.R.O. may recommend to the D.I.E. Board that further action be taken against that the candidate, and/or any volunteers.
- (5) The C.R.O. shall review all campaign expense records, and shall post summaries of same more than eight (8) working hours prior to the ~~commencement~~ end of voting.
- (6) The C.R.O. shall assess a penalty to a candidate or side who does not submit their expense report as set out in Section 39.

**36. Fair Market Value**

- (1) Where a product or service has been provided to a candidate for no consideration or for consideration that is less than the official list price of the service provider, that candidate shall be considered to have incurred a campaign expense at the fair market value of that product or service, as determined by the C.R.O.
- (2) Where a candidate receives a product or service for consideration that is greater than the fair market value, then that candidate shall be considered to have incurred a campaign expense equal to the actual consideration.

- (3) The fair market value shall be determined by the C.R.O. using the price that any other candidate would have to pay for a comparable product or service as a guideline.
- (4) Candidates shall have the right, but not the obligation, to receive an assessment of a product or service's fair market value in advance.
- (5) A candidate wishing to receive a fair market value assessment in advance shall make a written request to the C.R.O, which shall include
  - a. a full and accurate description of the product or service;
  - b. the supplier of the service, along with contact information for the same; and
  - c. the candidate's estimation of the product or service's fair market value, and a rationale for same.
- (6) Where a complete request under Section 36(5), has been submitted to the C.R.O., the C.R.O. shall respond with a decision within eight (8) working hours.

### **37. General Labour**

For purposes of Section 35, general labour and any expertise had by a significant portion of the population, including, but not limited to, poster design, web page design, and web page programming, shall be considered to have a fair market value of zero.

### **38. Complaints**

- (1) The C.R.O. shall prepare and provide a complaint form which shall require complaints to indicate
  - a. their names and student identification numbers;
  - b. the specific bylaw and section, rule, or regulation that has allegedly been contravened;
  - c. the specific individual or group that is alleged to be in contravention;
  - d. the specific facts which constitute the alleged contravention; and
  - e. the evidence for these facts.
- (2) Where a complaint is received within twelve (12) working hours of the alleged contravention, and where the original complaint form is provided to the C.R.O., the C.R.O. shall rule on that complaint.
- (3) The C.R.O. shall provide a copy of the complaint form, with the complainant's student identification number blacked out, to each respondent.
- (4) Where a complaint is received and is found to be complete as set out in Section 38(1), the C.R.O. shall rule on the complaint within twelve (12) working hours of receiving the complaint.

- (5) The C.R.O. shall post all of his/her rulings, including
- a. a summary of the complaint;
  - b. a list of parties to the complaint;
  - c. where the C.R.O. fails to possess jurisdiction as set out in Section 39(5) (c), a summary of the reasons for this finding;
  - d. a listing of all bylaws, rules, and regulations that apply;
  - e. a finding regarding the facts;
  - f. a ruling regarding the alleged contravention;
  - g. the penalty assigned, if any;
  - h. the time the ruling was posted; and
  - i. the time limit for appeal.

### **39. Penalties Available**

- (1) Where a candidate, or volunteer has contravened a bylaw, rule, or regulation, regardless of the cause or the intent of the parties involved, and that contravention has provided an unfair advantage to a candidate, the C.R.O. shall assign a penalty that
- a. fully counter-balances any advantage gained; and
  - b. where the contravention was intentional, penalizes the candidate or campaign manger who was or whose volunteer was guilty of the contravention.
- (2) Penalties available to the C.R.O. shall include
- a. a fine, to be counted against the candidate's campaign expenses;
  - b. the confiscation or destruction of campaign materials;
  - c. limits, restrictions, and prohibitions on any type of campaign activities for any period of time up to the ~~commencement~~ end of voting; and
  - d. disqualification of the candidate.
- (3) The C.R.O. shall draft a schedule of fines and penalties as an appendix to the rules and regulations concerning this bylaw.

### **40. Disqualification**

- (1) A candidate shall be disqualified where he/she/it is guilty of a contravention that
- a. cannot be counter-balanced by a lesser penalty;
  - b. is malicious or substantially prejudicial to another candidate; or
  - c. involves tampering with ballots, voting procedures, or counting procedures.
- (2) The C.R.O. shall be empowered to investigate and rule upon every contravention of this bylaw or any other bylaw, rule, or regulation related to the election, ~~plebiscite or referenda~~.

### **41. D.I.E. Board**

All members have the right to appeal rulings of the C.R.O. to the D.I.E. Board under the Students' Union Judiciary Bylaw, Bylaw 1500.

- ~~(1) Where a member is guilty of a serious contravention, the C.R.O. may recommend to the D.I.E. Board that further penalties be brought under the Students' Union Judiciary Bylaw, Bylaw 1500.~~
- ~~(2) Any member shall be entitled to appeal a ruling of the C.R.O. to the D.I.E. Board.~~
- ~~(3) All appeals of the C.R.O.'s rulings, with the exception of those arising out of voting and Election results, shall be heard and ruled upon by the D.I.E. Board prior to the commencement of voting announcement of the results of the election.~~
- ~~(4) No appeal shall be considered by the D.I.E. Board unless it is received within twelve (12) working hours of the C.R.O.'s ruling being posted.~~
- ~~(5) Where a complete appeal is received, the D.I.E. Board shall convene a hearing within twelve (12) working hours of the appeal being submitted.~~
- ~~(6) The D.I.E. Board shall, at the meetings set out in Section 50, either
  - a. rule on all appeals; or
  - b. order a delay to the Election, Referenda or Plebiscite.~~
- ~~(7) No appeal shall exist from a ruling of the D.I.E. Board on an appeal of a ruling by the C.R.O.~~
- ~~(8) No voting shall be conducted prior to the D.I.E. Board ruling on all appeals covered by Section 41.~~

## **Bylaw 2400**

### **A Bylaw Respecting Balloting and Counting of Students' Union Elections**

#### **1. Short Title**

This Bylaw may be referred to as the “Balloting and Counting Bylaw”

#### **2. Definitions**

In this Bylaw

- a. “member” shall be anyone who is an undergraduate student currently enrolled in at least one course for credit at the University of Alberta;
- b. “C.R.O.” shall be the Chief Returning Officer of the Students’ Union;
- c. “D.R.O.” shall be a Deputy Returning Officer of the Students’ Union;
- d. "council" shall be either be Students' Council or General Faculties Council (GFC) as the context requires;
- e. “general election” shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
- f. “plebiscite” shall be a vote, open to all members, held on a given question but whose result is not legally binding upon the Students’ Union;
- g. “referendum” shall be a vote, open to all members, held on a given question and whose result is legally binding upon the Students’ Union;
- h. “side” shall be any person or group of people who have their registration as a plebiscite or referendum side accepted under this bylaw;
- i. “side manager” shall be a person registered as part of a plebiscite or referendum side who has been selected by those members of that side to serve as side manager for the purposes of this bylaw;
- j. “primary volunteer” shall be a person registered as part of a candidate’s campaign who has been selected by that candidate to serve as primary volunteer for the purposes of this bylaw;
- k. “candidate” shall be any member whose nomination is accepted under this bylaw;
- l. “joke candidate” shall be any candidate who chooses not to use his/her given name or a reasonable derivative of his/her given name when appearing on the ballot;

- m. “campaign” shall be the period of time during which campaign activities are permitted;
- n. “campaign activity” shall be any act, planned or organized by or on behalf of any candidate or side that is calculated to convince members to vote in a given way;
- o. “volunteer” shall be any individual who assists in campaign activities;
- p. “campaign expense” shall be any and all expenditures incurred in engaging in campaign activities;
- q. “voter” shall be any member who exercises his/her entitlement to vote;
- r. “working hours” shall be any and all hours occurring between 0900 and 1700; and
- s. “student newspaper” refers to *The Gateway*.

### 3. Mandate

This bylaw shall govern voting procedures, balloting and counting, and procedures for by-elections.

### 4. Right to Vote

- (1) Each member shall be entitled to cast one (1) ballot, except the C.R.O. who shall be entitled to cast a ballot as outlined in Section ~~11(2)~~ 12(2).
- (2) Where a member is found to have a cast more than one (1) ballot, only one ballot shall be counted.
- (3) All votes cast shall be by secret ballot.

### 5. Voting Days

Voting shall be conducted at times determined and advertised by the C.R.O.

### 6. Voting

- (1) The C.R.O. shall conduct balloting by any means that provide precise, accurate results, and may use multiple methods in any combination.
- (2) At each polling station, there shall be a notice to voters that candidates are elected individually to each position, which shall also explain the balloting procedures.
- (3) On each ballot, there shall be an explanation of the balloting procedures which shall include, at minimum, the following
  - a. that “None of the Above” shall be considered a candidate;
  - b. that voters shall rank each candidate according to their preferences;
  - c. that a portion of the ballot shall be considered spoiled where any of the conditions set out in Section ~~7(4)~~ 8(4) are met; and
  - d. that voters shall be permitted to rank as many as all or as few as zero of the candidates for each position.

### 7. Ballots

- (1) For each ballot the rank order of candidates shall be rotated randomly.
- (2) For each position ballots shall list all candidates, followed by “None of the Above”
- (3) Where a referenda or plebiscite question(s) is/are on the ballot, the ballot shall list “yes” followed by “no” for each referendum or plebiscite question.
- (4) Where a voter’s intention is clear, that voter’s ballot shall be counted.

**8. Balloting and Counting– Executive, Board of Governors and Councillor Elections**

- (1) Balloting shall be conducted by preferential balloting, in which each voter shall rank his/her choices for each position using natural numbers with one (1) representing the first choice, and increasing numbers representing less desirable choices.
- (2) A candidate shall require a majority of voters to indicate him/her as their first choice in order to be elected.
- (3) Voters shall be entitled to mark as few as zero candidates for any given position or as many as all of them.
- (4) A section of a voter's ballot shall be considered spoiled where
  - a. that voter has indicated the same number for more than one (1) candidate;
  - b. that voter has not included the number one (1) next to any candidate;
  - c. that voter has indicated more than one (1) number next to the same candidate;
  - d. that voter has used non-consecutive numbers; or
  - e. that voter has left all candidates in a race unranked.
- (5) In the event that no candidate receives a majority of first place votes in a given race, the candidate with the fewest first place votes shall be eliminated.
- (6) Any voter who has indicated an eliminated candidate with a number shall have the candidate marked with the next highest number following the number by which the eliminated candidate has been indicated take the place of the eliminated candidate, and so on, in such a way that all candidates indicated by that voter as less desirable than the eliminated candidate are registered as being one (1) step more desirable than originally indicated.
- (7) Where a ballot is left with no first place vote for a given race, the section of that ballot in question shall be considered spoiled.
- (8) Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, the candidate that had the fewest first place votes on the first count in which a differential existed shall be eliminated.
- (9) Where all remaining candidates have an equal number of first places votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, and where this tie has existed on every count, and the C.R.O is a Students' Union member eligible to vote in that race, then the C.R.O. shall cast a ballot.

- (10) Where all remaining candidates have an equal number of first place votes, or where the remaining candidate with the fewest first place votes is tied with another remaining candidate, and where this tie has existed on every count, and the C.R.O is a not a Students' Union member eligible to vote in that race, then the candidate to be eliminated shall be selected from those candidates with the fewest first place votes by a random or quasi-random method selected by the C.R.O.
- (11) The process set out in Section 78 shall continue for each position until such a time as a candidate receives a majority of first place votes for that position at which point that candidate shall be declared the victorious and removed from the ballot, and the process repeated with the remaining candidates not yet declared victorious.
- (12) The process set out in Section 78 shall continue for each position until such time as all the candidates are preferentially declared victorious.
- (13) Candidates shall be allocated seats as specified in Bylaw 100.
- (14) Where "None of the Above" is declared victorious, no further candidates shall be declared victorious.
- (15) Where a joke candidate is declared victorious, the seat to which that joke candidate has been elected shall be considered vacant.

### **9. Balloting and Counting– Plebiscites and Referenda**

- (1) The side that receives the greater number of votes shall be declared victorious.
- (2) Where both sides receive an equal number of votes, and only if both sides receive an equal number of votes and the C.R.O. is a member, then the C.R.O. shall cast a ballot.
- (3) Where both sides receive an equal number of votes, and only if both sides receive an equal number of votes and the C.R.O. is not a member then the result of the election shall be determined by a random or quasi-random method of selected by the C.R.O.

### **10. Secure Handling of Ballots**

The C.R.O. shall provide for the secure handling of ballots, and shall ensure that at all times ballots are either under the direct supervision of the C.R.O. or in a secure location.

### **11. Right to a Scrutineer**

- (1) Each candidate and side shall be permitted to have one (1) person, designated in writing by the candidate or side manager, acting as scrutineer and being present at the counting of ballots.

- (2) Notwithstanding Section ~~40(4)~~ 11(1), the scrutineer may not be a candidate or side manager

## 12. Requirements of the C.R.O

- (1) The C.R.O. or at least one (1) D.R.O. shall
- a. supervise the counting of ballots;
  - b. post final results within twenty four (24) working hours of all complaints and appeals being resolved;
  - c. notify the Speaker of Students' Council and the President of the Students' Union of the final results in writing
    - i. Additionally for General Faculties Council Elections, notify the Vice President (Academic) of the Students' Union and the Secretary of the General Faculties Council of the final results in writing;
  - d. post unofficial results at any time, including during counting;
  - e. advertise final results in the first available edition of the student newspaper after the posting of final results as set out in Section 11(1) (b); and
  - f. store the ballots in a secure location for at least two (2) weeks after the last recount has been completed.
- (2) The C.R.O. shall prepare a paper ballot before the close of voting, as if their capacity as C.R.O. did not restrict their voting privileges. The C.R.O. shall place this ballot in a sealed and signed envelop and give it to the D.R.O. before any results from the election are available to the C.R.O.. The envelope shall be opened only if the C.R.O.'s vote is required to break a tie as outlined in Section ~~7(10)~~ 8(9) and Section ~~8(2)~~ 9(2). At this point, a D.R.O. shall open the envelope and oversee the C.R.O. implement the tie-breaking mechanism as outlined in Section ~~7(10)~~ 8(9). If this procedure is not followed, the C.R.O.'s ballot will be considered spoiled.

## 13. Recounts

- (1) A request for a recount shall be granted by the C.R.O. where
- a. the request is in writing and signed by a member;
  - b. the request is submitted to the C.R.O. within forty-eight (48) hours of the posting of results as set out in Section ~~44(1)~~ 12(1) (b); and
  - c. the difference between the votes of the victor and those of the second place candidate or side on the final count is less than two percent (2%) of the total votes cast.
- (2) The C.R.O. may initiate a recount independently for any reason.
- (3) The C.R.O. shall post the results of any recount within twenty-four (24) working hours of the recount being completed.

#### 14. Multiple Coinciding Elections

- (1) Candidates running in multiple coinciding elections for the General Election of Faculty Councillors will be considered as separate candidates for campaign expenses, balloting, and penalties applying to a candidate per contested part of the Election and not to the candidate between multiple parts of the Election.
- (2) All other rules concerning nominations, campaign materials, and campaign activities apply per candidate in both coinciding elections.

#### 15. By-Election - Executive Committee and Board of Governors

- (1) Where another Election is required by virtue of Section ~~7(14)~~ 8(14) or Section ~~7(15)~~ 8(15), the new Election shall be conducted.
- (2) The Campaign for the new Election shall begin a minimum of ~~seven (7)~~ five (5) days prior to the commencement of voting as set out in Section ~~14(4)~~ 15(4).
- (3) The nomination deadline for the new Election shall occur a minimum of ~~thirteen (13)~~ fifteen (15) days prior to the commencement of voting as set out in Section ~~14(4)~~ 15(4).
- (4) The voting for the new Election shall occur on two (2) consecutive weekdays to be determined and announced by the C.R.O. at least twenty-one (21) days in advance.

#### 16. By-Election – General Faculties Council and Students’ Council

- (1) Where vacancies exist in positions filled under this bylaw on August 15 of any year, the C.R.O. shall call a by-election to take place in September or October of that year for all those positions vacant on August 15.
- (2) Where the total voting membership of Students’ Council falls below twenty-three, the C.R.O. shall call a by-election to occur
  - a. not more than one month past the date that the voting membership of Students’ Council fell below twenty-three; or
  - b. where Students’ Council’s voting membership falls below twenty-three during the months of May, June, July, or August, in September.
- (3) Except as otherwise stipulated in this bylaw, there shall be no by-elections to fill positions filled under this bylaw.
- (4) The deadline for the nomination of candidates in any by-election shall be determined and announced by the C.R.O. at the same time as the date of the by-election is announced, such deadline occurring not less than ~~nine (9)~~ eleven (11) days prior to the Election.

- (5) The commencement of the Campaign for any by-election shall be determined and announced by the C.R.O. at the same time as the date of the by-election is announced, such commencement occurring not less than ~~seven~~(7) five (5) days prior to the Election.
- (6) Except as otherwise stipulated in this bylaw, any by-election shall be conducted in accordance with the rules governing the Election.

**Bylaw 2500**  
**A Bylaw Respecting Plebiscites for University Mandatory Non-Instructional Fees**

**1. Short Title**

This Bylaw may be referred to as the "Plebiscites for Non-Instructional Fees Bylaw"

**2. Definitions**

In this bylaw

- a. "member" shall be anyone who is an undergraduate student currently enrolled in at least one course for credit at the University of Alberta;
- b. "C.R.O." shall be the Chief Returning Officer of the Students' Union;
- c. "council" shall be Students' Council;
- d. "general election" shall be the General Election of the Executive Committee and the Undergraduate Board of Governors or the General Election of Faculty Councillors;
- e. "plebiscite" shall be a vote, open to all members, held on a given question but whose result is not legally binding upon the Students' Union;
- f. "side" shall be any person or group of people who have their registration as a plebiscite or referendum side accepted under this bylaw;
- g. "side manager" shall be a person registered as part of a plebiscite or referendum side who has been selected by those members of that side to serve as side manager for the purposes of this bylaw;
- h. "University" shall be the University of Alberta;
- i. "Mandatory Non-Instructional Fee" shall be any undergraduate fee, not including tuition or student instructional support fees, levied and administered by the University of Alberta

**3. Mandate**

- (1) This bylaw shall govern the initiation of the plebiscites for:
  - a. the implementation of new University Mandatory Non-Instructional Fees; or
  - b. any increase to existing Mandatory Non-Instructional Fees beyond the Alberta Consumer Price Index.
  
- (2) This bylaw shall not govern Students' Union Dedicated Fee Units, Faculty Association Membership Fees, Faculty Association Fees or Campus Association Transfer Payments.

**4. Election Dates**

Plebiscites shall be held during the General Election of the Executive and the Undergraduate Board of Governors as per Bylaw 2200.

**5. Plebiscite Initiation**

- (1) The Executive Committee will inform Students' Council of any proposal to create a new Mandatory Non-Instructional Fee or to increase the cost of any existing Mandatory Non-Instructional Fees beyond the Alberta Consumer Price Index by January 15<sup>th</sup> in any given year.
  
- (2) Students' Council will review all proposals from Section 5 (1), and upon appropriate consultation, Students' Council will:
  - a. vote in support of approving the proposal; or
  - b. refer the question to plebiscite.
  
- (3) Where Students' Council initiates a plebiscite under Section 5(2) b., then the plebiscite in question shall be held on the dates of the next general election, not occurring within thirty (30) days of receipt by the C.R.O of the initiation by Students' Council of the plebiscite in question.
  
- (4) Upon receipt of a submission meeting the requirements set out in Section 5(3), the C.R.O. shall immediately forward the intent of the question to the Bylaw Committee.
  
- (5) The Bylaw Committee shall approve within fourteen (14) days from receiving the intent of the question from the C.R.O., a petition question which:
  - a. fully reflects the intent submitted;
  - b. if carried and acted upon, would not violate any Students' Union bylaws or any federal or provincial law;
  
- (6) Students' Council shall, at the meeting following the drafting of the petition question by the Bylaw Committee as set out in Section 5(5), approve a

question which meets the criteria set out in Section 5(5) unless the question would cause Students' Council to breach its fiduciary responsibility to the Students' Union.

**10. Conduct of the Plebiscite**

The relevant provisions of Bylaw 2200 including but not limited to the rules, regulations and orders established by the C.R.O. shall govern the conduct of any plebiscite question initiated under this bylaw.

## POLICY COMMITTEE MEETING SUMMARY REPORT TO COUNCIL

Date: **January 2<sup>nd</sup>, 2013**

Time: **10:10am**

2012 – 2013 **MEETING 15**

### Motions

1.	<i>KHINDA/BABIC</i> move to approve the agenda	<i>CARRIED</i> 7/0/0
2.	<i>KHINDA/SUMAR</i> move to approve the previous meeting minutes	<i>CARRIED</i> 7/0/2 ( <i>CHELEN &amp; SMITH</i> abstain)
3.	<p><b>Academic materials:</b></p> <p><i>CHELEN/SUMAR</i> move to change the first BIRT to “BIRT the Students’ Union, through its provincial and federal lobby organizations, will pressure academic material manufacturers, retail outlets, other student organizations, and post-secondary institutions to engage in practices designed to lower the costs of academic materials to students”</p> <p><i>KHINDA/SUMAR</i> move to add the following citation to the second last whereas clause: Government of Canada. Accessed Jan 2, 2013. “Book Importation Regulations. SOR/99-324. Copyright Act”. <i>Justice Laws Website</i>. <a href="http://laws-lois.justice.gc.ca/eng/regulations/SOR-99-324/FullText.html">http://laws-lois.justice.gc.ca/eng/regulations/SOR-99-324/FullText.html</a></p> <p><i>BABIC /KHINDA</i> move to amend last whereas clause so that it states: whereas the use of copyrighted material for <i>scholarship has been codified in s(29) of the copyright Act RSC (royal statutes of Canada) 1985 c C-42.</i></p> <p><i>BABIC/CRONE</i> move to renew the Academic Materials policy as amended.</p>	<p><i>CARRIED</i> 7/0/0</p> <p><i>CARRIED</i> 7/0/0</p> <p><i>CARRIED</i> 8/0/0</p> <p><i>CARRIED</i> 8/0/0</p>
4.	<p><b>Co-ops and internships:</b></p> <p><i>KHINDA/CHELEN</i> move to rescind the Co-ops and Internships Policy</p> <p><i>KHINDA/ORYDZUCK</i> move to create an Experiential Learning Policy</p>	<p><i>CARRIED</i> 8/0/0</p> <p><i>CARRIED</i> 8/0/0</p>
5.	<p><b>Capital projects</b></p> <p><i>CRONE/CHELEN</i> move that the Capital Projects policy expire on April 30<sup>th</sup>, 2016.</p> <p><i>KHINDA/CHELEN</i> move to renew the Capital Projects policy as amended.</p>	<p><i>CARRIED</i> 8/0/0</p> <p><i>CARRIED</i> 8/0/0</p>
6.	<i>KHINDA/CHELEN</i> move to adjourn this meeting at 12:21pm	<i>CARRIED</i> 8/0/0

# STUDENTS' COUNCIL VOTES AND PROCEEDINGS

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Tuesday December 4th, 2012  
Council Chambers 2-1 University Hall

## VOTES AND PROCEEDINGS (SC 2012-16)

### 2012-16/1 SPEAKER'S BUSINESS

2012-16/1a Announcements – The next meeting of Students' Council will take place on Tuesday, January 8th, 2013

### 2012-16/2 PRESENTATIONS

2012-16/2a Interdepartmental Science Students' Society Faculty Association Membership Fee, Presented by Stephen Chin, ISSS President and Jessica Nguyen, ISSS Director of Membership Fees. Sponsored by Dustin Chelen, Vice-President (Academic).

Under SU Bylaw 8200, Faculty Associations have the ability to collect a Faculty Association Membership Fee from all of their members. This fee is collected by the SU, and disbursed to the FA after successful completion of their financial reporting forms. The presentation will outline the purpose, amount, collection period, refund mechanism, allocation, and financial oversight of the fee. It will also demonstrate that students as well as Departmental and Affiliated Associations have been adequately consulted. Students' Council will have the discretion at the next meeting to determine whether or not this fee should be taken to a Faculty-wide referendum.

**YAMAGISHI/SUMAR MOVE TO** Special order item 2012-16/2b to be moved onto the main agenda.

**Motion: CARRIED**

2012-16/2b Fall Reading Week Update , Presented by Colten Yamagishi, President. Sponsored by Colten Yamagishi, President.

Abstract: I will be providing a brief update on the progress that we have made with the Fall Reading Week proposal. After receiving considerable feedback from Dean's Council we have chosen to investigate a new implementation model for the week/program. The model currently imbedded in SU Policy was deemed unsatisfactory by Dean's Council due to accreditation concerns stemming from the loss of two instructional days. The new proposal does not require the loss of instructional days, but in some years, classes will have to begin before Labour Day (though never in August). This proposal also requires an extension of the last day of classes and the commencement school one day earlier. If we choose to pursue this option in Governance we must first amend the Fall Reading Week Policy at Students' Council to reflect the change in principle. This presentation

will provide further background on the current issue and will cover the pros and cons of amending our policy to the new model.

**2012-16/3**      **EXECUTIVE COMMITTEE REPORT**

Saadq Sumar, VP Student Life- Report

Petros Kusmu, VP External- Report

Colten Yamagishi, President- Report

**2012-16/4**      **BOARD AND COMMITTEE REPORTS**

Kelsey Mills, CAC Chair- Report

Saadq Sumar, ERC Chair- Report

**2012-16/5**      **QUESTION PERIOD**

Question Period extended 15 minutes

**KUSMU/KELLY MOVED** to move a motion from the floor to appoint one (1) member of Students' Council to FACRA

Nominations: Kusmu

Nominations Closed

Appointed: Kusmu

**KHINDA/SUMAR MOVED** to move a motion from the floor to appoint one (1) member of Students' Council to the Policy Committee

Nominations: Orydzuk

Nominations Closed

Appointed: Orydzuk

**SUMAR/GENSLER MOVED** to move a motion from the floor to appoint one (1) member of Students' Council to ERC

Nominations: Orydzuk

Nominations Closed

Appointed: Orydzuk

**KHINDA/MCGINN MOVED** to special order item 2012-16/6e onto the main agenda.

**GENSLER/YAMAGISHI called to question**

**Motion: CARRIED**

**Motion: FAILED**

**Automatic Recess at 7:48**

**Meeting called back to order at 8:03pm**

**Council Scholarships awarded to Councillor Le and Councillor Hodgson.**

**Item 2012-16/6a withdrawn**

**2012-16/6**

**BOARD AND COMMITTEE BUSINESS**

**2012-16/6b**

**SUMAR/BORDEN move that** upon the recommendation of the Elections Review Committee Students' Council approve the Bill #12 in first reading:

1. The mandate of Bylaw 2400 reflect the contents of the bylaw.
2. Candidates running for a position on both Students' Council and General Faculties Council in the same election can combine their campaign material, with expenses staying below the budget limit in each race.
3. The CRO cast a ballot in instances where a tie exists between candidates and the CRO is eligible to vote in that race.

Speakers List: Sumar, Babic, Khinda, McGinn, Hong, Smith, Monfries, Kelly

**BABIC/CHOUdry MOVE TO** amend the motion to read:

**SUMAR/BORDEN move that** upon the recommendation of the Elections Review Committee Students' Council approve the Bill #12 in first reading:

1. The mandate of Bylaw 2400 reflect the contents of the bylaw.
2. Candidates running for a position on both Students' Council and General Faculties Council in the same election can combine their campaign material, with expenses staying below the budget limit in each race.
3. The CRO be aloud to vote in the general voting period along with the electorate given the CRO is eligible to vote in that race, but not given a tie breaking vote.

**Motion: WITHDRAWN**

**2012-16/6c**

**SUMAR/BORDEN move that** upon the recommendation of the Elections Review Committee Students' Council approve the Bill #13 in first reading:

1. References to DIE Board rulings be removed from the Elections Bylaws, except
  - a. A reference that stipulates that all members have the right to appeal rulings of the CRO through the provisions of Bylaw 1500
  - b. That Bylaw 1500 be included in nomination packages.
2. The Scope of Bylaw 1500 be expanded to include
  - a. DIE Board's power to hear appeals of rulings of the CRO
  - b. The requirement that DIE Board hear cases related to elections within twelve working hours of receiving a request for a hearing

c. That rulings of a DIE Board Panel of First Instance on appeals of rulings of the CRO are not subject to appeal

3. Rulings from the CRO may be made following the commencement of voting.
4. Election results will not be released until all elections-related questions before DIE Board at the close of voting are resolved, with the exception of those arising out of voting and election results.
5. Instances where bylaw is referenced include the bylaw number.

Speakers List: Sumar, Kelly, McGinn

**Motion: CARRIED**

2012-16/6d

**SUMAR/BORDEN move that** upon the recommendation of the Elections Review Committee Students' Council approve the Bill #14 in first reading:

1. The CRO shall determine, announce, and post within forty-eight (48) hours of the nomination deadline the names of candidates to be used in the case of similar or identical names.
2. The CRO shall post the legal names of the candidates and their names to be used on the ballot within forty-eight (48) hours of the nomination deadline.

Speakers List: Sumar, Kelly, Babic, Yamagishi, Carson, Gensler, Milner

**YAMAGISHI/MILNER MOVED** to amend the motion to read:

**SUMAR/BORDEN move that** upon the recommendation of the Elections Review Committee Students' Council approve the Bill #14 in first reading:

1. The CRO shall determine, announce, and post within forty-eight (48) hours of the nomination deadline the names of candidates to be used in the case of similar or identical names.
2. The CRO shall post the names of the candidates and their preferred names to be used on the ballot within forty-eight (48) hours of the nomination deadline.

**SUMAR/MCGINN MOVED** to amend the amendment to read:

**SUMAR/BORDEN move that** upon the recommendation of the Elections Review Committee Students' Council approve the Bill #14 in first reading:

1. The CRO shall determine, announce, and post within forty-eight (48) hours of the nomination deadline the preferred names of candidates to be used in the case of similar or identical names.
2. The CRO shall post their preferred names or the candidate to be used on the ballot within forty-eight (48) hours of the nomination deadline.

**Motion: CARRIED**

**Hodgson Abstain**

**YAMAGISHI MOVED** to amend the motion to read:

**SUMAR/BORDEN move that** upon the recommendation of the Elections Review Committee Students' Council approve the Bill #14 in first reading:

1. The CRO shall determine, announce, and post the preferred names of candidates to be used in the case of similar or identical names within forty-eight (48) hours of the nomination deadline.
2. The CRO shall post their preferred names or the candidate to be used on the ballot within forty-eight (48) hours of the nomination deadline.

**Motion (friendly): CARRIED**

**Main Motion: CARRIED**

**Meeting adjourned at 9:00pm**

<b>Councillor Attendance Records</b>													
<b>2012-2013</b>		<b>Attendance</b>											
<b>Council Seats (40 total) Name</b>													
<b>Ex-officio Members (6 voting seats)</b>													
<b>Ex-officio Members (6 voting seats)</b>													
President	Colten Yamagishi	Y	Y	Y	N	Y	Y	Y					
VP Academic	Dustin Chelen	Y	Y	Y	Y	Y	Y	Y					
VP External	Petros Kusmu	Y	Y	0.5	Y	Y	0.5	Y					
VP Operations & Finance	Andy Cheema	Y	Y	Y	Y	Y	Y	Y					
VP Student Life	Saadq Sumar	Y	Y	Y	0.5	Y	Y	Y					
Undergraduate Board of Governors Rep	Brent Kelly	Y	Y	Y	Y	Y	Y	Y					
<b>Faculty Representation (32 voting seats)</b>													
ALES	Leon Milner	Y	Y	Y	Y	Y	N	Y					
Arts	Kathryn Orydzuk												
Arts	Mike McGinn	Y	Y	Y	Y	Y	Y	Y					
Arts	Navneet Khinda	Y	0.5	Y	Y	0.5	0.5	Y					
Arts	Kelsey Mills	Y(p)	Y	0.5	Y	Y	Y	Y					
Arts	Dylan Hanwell	Y	Y	N(p)	Y	Y	Y	Y					
Arts	Erin Borden	Y(p)	Y(p)	Y	Y	0.5	Y	Y					
Augustana (Faculty)	Jame Vy			Y	Y	Y	0.5	Y					
Business	Josh Le	Y	Y	Y	Y(p)	Y	Y	Y					
Business	Tim Holt	Y	Y	Y	0.5	Y(p)	0.5(p)	0.5					
Education	Kevin Smith	Y	Y	Y	Y	Y	Y	Y					
Education	Tanya Morin			Y	Y	Y	Y	Y(p)					
Education	Jason Hong				0.5	Y	0.5	Y					
Engineering	Wen Yu Liang	Y	Y	Y	Y	Y	N	N					
Engineering	Lyndon Crone	Y	Y	Y	Y	N	Y	Y					
Engineering	Vacant												
Engineering	Vacant												
Law	Mario Babic	Y	Y	0.5	Y	Y	Y	Y					
Medicine & Dentistry	Ola Rydz	Y	Y	Y	Y	Y	0.5	Y					
Native Studies	Quetzala Carson	Y	Y	Y	0.5	Y	N	Y					
Nursing	Joanne Reynolds			Y	Y(p)	Y(p)	Y(p)	N					
Open Studies	Mark McCormack			Y	Y	Y	Y	0.5					
Pharmacy	Sarah Choudhry	Y	Y	0.5	Y(p)	Y	Y	Y					
Phys Ed & Rec	Vacant												
Saint-Jean (Faculty)	Colin Champagne	Y	Y	Y	Y	0.5	Y	Y					
Science	Julia Jackson	N	Y	Y	0.5	Y	Y	0.5					
Science	Jeffry Kochikuzhyil	Y	Y	Y	Y	Y	Y	Y					
Science	Louis Nguyen	Y	Y	Y	Y	Y	Y	Y					
Science	Victoria Pham	Y	0.5	Y	Y	Y	Y	Y					
Science	Glenn Gensler				Y	Y	Y	Y					
Science	Nicholas Monfries	0.5	Y	N	Y	Y	Y	Y					
Science	Cory Hodgson	Y	Y	0.5	Y	Y(p)	Y	0.5					
<b>Ex-Officio Members (2 non-voting seats)</b>													
Speaker	Rory Tighe	Y	Y	Y	Y	Y	Y	Y					
General Manager	Marc Dumouchel	N	0.5	N	N	N	0.5	N					