

**Tuesday, February 27, 2018  
Council Chambers, University Hall**

We would like to respectfully acknowledge that our University and our Students' Union are located on Treaty 6 Territory.

We are grateful to be on Cree, Dene, Saulteaux, Métis, Blackfoot, and Nakota Sioux territory; specifically the ancestral space of the Papaschase Cree. These Nations are our family, friends, faculty, staff, students, and peers. As members of the University of Alberta Students' Union we honour the nation-to-nation treaty relationship. We aspire for our learning, research, teaching, and governance to acknowledge and work towards the decolonization of Indigenous knowledges and traditions.

**ORDER PAPER (SC 2017-19)**

**2017-19/1 SPEAKERS BUSINESS**

Announcements - The next meeting of the Students' Council will take place on Tuesday, March 13 at 6:00PM in Council Chambers.

**2017-19/2 PRESENTATIONS**

**2017-19/3 EXECUTIVE COMMITTEE REPORT**

**2017-19/4 BOARD AND COMMITTEE REPORT**

**2017-19/5 OPEN FORUM**

**2017-19/6 QUESTION PERIOD**

**2017-19/7 BOARD AND COMMITTEE BUSINESS**

**2017-19/7a PACHES MOVES** to appoint one member of Students' Council to Finance Committee

**2017-19/7b Bill #8 - Students' Council Attendance Regulation Amendment - Second Reading**

**FLAMAN/CHRISTENSEN MOVE** to approve the second reading of Bill #8 Attendance Regulation Amendment, on the recommendation of Bylaw Committee, based on the following first principles:

**First Principles:**

The current form of the Students' Council attendance regulations have helped improve attendance and engagement to date.

The regulations were initially created conservatively to help members adjust to the

transition.

The regulations shall be tightened to continue to improve attendance and engagement.

The regulations shall be amended to apply to “regularly scheduled” meetings only, where regularly scheduled is defined meetings approved in the introductory meeting of Students’ Council.

Bylaw 100 shall be amended to adjust the definition of attendance from “Attendance is defined as attending for at least one (1) roll call of attendance” to

“Satisfactory Attendance” being defined as attending between 50% and 100% of roll calls in a trimester either in person, by proxy or by teleconferencing,

“Unsatisfactory Attendance” being defined as attending less than 50% of roll calls in a trimester either in person, by proxy, or by teleconferencing.

The criteria for councillor removal from Students’ Council shall remain the constant, being that councillors with “Unsatisfactory Attendance” at the end of the Spring/Summer and Fall trimesters be declared in contravention of Bylaw 100 and automatically removed as a member of Students’ Council.

These changes shall be implemented May 1, 2018.

See SC 2017-19.06.

**2017-19/7c HOWIE MOVES** upon the recommendation of Policy Committee, to approve the renewal of the Health and Wellness Policy in its second reading.

See SC 2017-19.07.

**2017-19/7d CHOI/SCOTT MOVE** upon the recommendation of Policy Committee, to approve the renewal of the Academic Materials Policy in its second reading.

See SC 2017-19.08.

**2017-19/8 GENERAL ORDERS**

**2017-19/9 INFORMATION ITEMS**

2017-19/9a Report from the President

See SC 2017-19.01

2017-19/9b Report from Vice President (Operations and Finance)

See SC 2017-19.02

2017-19/9c Executive Committee Motion Tracking

See SC 2017-19.03

2017-19/9d Student Council Motion Tracking Sheet

See SC 2017-19.04

2017-19/9e Students' Council Attendance

See SC 2017-19.05

2017-19/9f *Votes and Proceedings, SC-2017-17-OP-20170123 - Tuesday, February 6, 2018*

*Will be made available in the Late Additions.*

2017-19/9g Bill #8 - Students' Council Attendance Regulation Amendment - Second Reading

See SC-2017-19.06

2017-19/9h Health and Wellness Policy - Second Reading

See SC-2017-19.07

2017-19/9 i Academic Materials Policy - Second Reading

See SC-2017-19.08

2017-19/9j Discovering Students in Governance (DSiG) Report - 2016/17

See SC-2017-19.09

2017-19/9k Bylaw 100 Schedule A - 2018

See SC-2017-19.10

February 27, 2018

**To:** Students' Council

**Re:** Report to Students' Council

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Hello Council,

I hope everyone had a nice reading week! Hard to believe there are only a few more months left in the year. Congratulations to all those currently running in the executive and board of governors elections.

## **University Business**

### Board Work

The Board of Governors and Academic Planning Committee members attended a comprehensive institutional plan (CIP) briefing run by university administration. It was very interesting because it spoke to how the university is going to be budgeting their money moving forward. There was a lot of debate on if the budget reflected the values of the university as outlined in For the Public Good. After this I also attended a Board Working Group meeting where we discussed how to make the board more effective. I continue to find these meetings very interesting and am committed to seeing the board work more effectively for students.

### Signature Areas

I attended a signature areas meeting for the University. As some of you may know, the University is announcing several areas which it will highlight the areas our University is outstanding in. I'm not allowed to reveal too much yet, but I think the areas that have been selected are excellent.

### APC

I attended an Academic Planning Committee meeting. The most important item on the agenda, in my opinion, was the vote on international students' tuition. As some of you may know, **the University is proposing to increase international students' tuition by 3.14%. The vote passed at APC with 7 in favor and 6 against. It was a very close vote with lots of debate.** It is important to note that the Students' Union and Graduate Students' Association were able to make a presentation on why we are not supportive of the cost increase before the vote, as well as there is a vacant seat for second undergraduate student on the committee.

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**Marina Banister**, *President*

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### Cannabis

I have been put on a committee that is looking at how to consult the university community about the future of cannabis on campus. I have proposed that the committee chairs come present to our students' council, so we will likely see that presentation in March. It appears that the committee is looking at doing a survey, town hall, as well as consulting GFC.

### Upcoming Meetings

I will be chairing a meeting of GFC Student Caucus (GFC SC) while VP Scott is away on leave. I also have another Board Working Group this week. **It is very important to note that the Board Finance and Property Committee will be meeting next Tuesday where they will be voting on rent increases, the meal plan, and international students tuition.** I will be presenting at this meeting and these are very important decision. **Please stay tuned as you will hear more about this meeting on social media shortly.**

### **External Business**

#### Municipal

VP Paches and I participated in the City of Edmonton's consultation on Vision 2050. This is primarily to discuss city councils new strategic plan. We spoke at length about graduate retention and affordable housing options.

### **Other Exciting Endeavors**

#### Internal Business

The executive and our senior staff had a half-day in office retreat. It was great to touch base about all our projects before some of our executive team started their leave of absence for elections.

I had a Cultural Group Council meeting last week, which was very productive. We spoke about funding for the groups, advocacy training, transition support, as well as involvement in advocacy to regulate international students' tuition.

I want to inform Council that after hearing concerns about the lack of consistency with our podcasting schedule, we are moving to monthly podcasts instead of bi-weekly. We think reducing the frequency will help us have solid content and more consistent segments.

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**Marina Banister**, *President*

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In the next month or so, I will be running a small awareness campaign on birth control options through the health and dental plan. It will primarily be focused around the option for students close to graduation obtaining IUDs.

Great news to report on the student rights project! The research is currently going through marketing and will be launched soon. This includes the landing page consolidating all current student rights.

### Everything else!

I gave advocacy training to a student club, the Alberta Satellite group. It was very beneficial for the group and I enjoy facilitating workshops like that.

VP Ushakov and I met with executive members of the DKE fraternity to discuss their interactions with the Dean of Students' Office.

I have been meeting with lots of candidates to give advice on upcoming elections. Seems like students have a great slate of candidates to choose from!

VP Paches, the General Manager, and I have been getting together to think high level about the future strategy of the students' union. It has been a good use of time at the end of VP Paches and my term.

### **Closing Remarks**

My Winter semester office hours will be Tuesdays from 12:00PM-1:00PM in SUB 2-900! Feel free to drop by if you have any questions or would like to discuss anything.

Thank you for reading my report and happy to answer any questions you may have.

Marina Banister  
UASU President

January 18<sup>th</sup>, 2018

To: Students' Council

Re: Report to Students' Council

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Hello Council,

I hope everyone had a great reading week. I've had a busy few weeks. I was catching up from vacation. I went on a week of holidays skiing two weeks before reading week. I have also been covering for the executives that are off on leave for elections. So, it's been a lot! Lets get to it.

*City of Edmonton Vision 2020 Consultation*

On Monday the 12<sup>th</sup>, President Banister and I attended a consultation with the City of Edmonton for their Vision 2020 strategic plan. The city is revisiting their strategic plan, and they are consulting student associations as part of the process. We talked at length about ensuring that the city is appealing for young people, and implements effective strategies to retain people after graduation. It was well run and we hope they take our recommendations to heart.

*Health & Dental Plan Committee*

On Tuesday the 13<sup>th</sup> the Health and Dental plan committee met to go over the responses to the Health and Dental plan RFP. The proposals submitted were all strong, and we short-listed to interviews.

*Facilities Development Committee*

On Thursday the 15<sup>th</sup>, I attended a meeting of the Facilities Development Committee of GFC. The majority of the meeting was an update on the construction of the University of Alberta Botanic Garden. It is coming along well. The remainder of the meeting was updates on other ongoing projects.

*United Way UAlberta Campaign Committee*

On Thursday the 22<sup>nd</sup>, I attended the wrap-up event of the 2017 Capital Region United Way Campaign with the rest of the UAlberta Campaign Committee. The UAlberta won the city's Rising Star award for the most improved campaign that performed better than expected! This is a great achievement.

*Myer Horowitz Design Development Report*

On Friday the 23<sup>rd</sup>, we held a meeting with our project architects, our internal project team and U of A Facilities and Operations. We went through the Design Development report

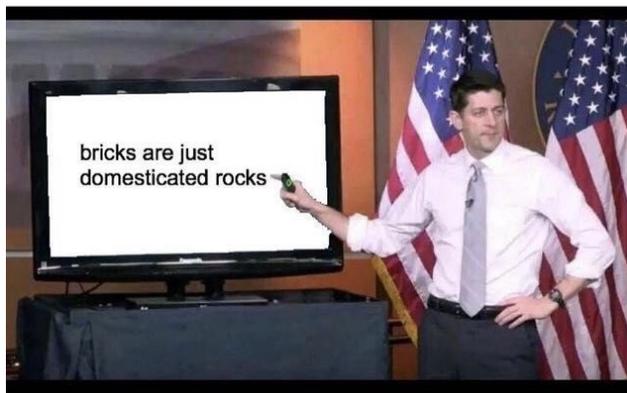
page by page and are beginning to prepare for presentation to FDC. We are currently sitting at 95% completion.

### *Student Events' Initiative*

SEI is coming up soon! I cannot say much as we are preparing for the referendum. But, stay tuned to the exec elections and be sure to spread the word on SEI!

Choice Memes:

Ya'll know what's up.



## The hero we need

I've started using Shrek as a unit of time, where 1 shrek = 1hr 35min (the length of the movie)

Examples:

"See you in a shrek!" (1hr 35min)

"Dinner will be ready in half a shrek." (47.5min)

"My birthday is only 469.9 shreks away!" (1 month)



Mámacita Meeks  
@\_bonitamica

My essay is 642 words and I need 700. 😞



King Nathan, XVI  
@RodriguezDaGod

Change the text color to white and Wisjdsjszoekoqndoewko away at your keyboard

Cheers,



Robyn Paches

Mtg Code	Date	Result	Motion	Council Agenda Reported In	Notes	
04	2017-05-18	5/0/0	USHAKOV/PACHES MOVED TO support the creation of the Campus Activities Board.			
04	2017-05-18	5/0/0	PACHES/USHAKOV MOVED TO request \$475.00 in Per Diem and Travel costs for the VP Operations & Finance and the VP Student Life to attend the StudentCare Stakeholder Meeting as UASU delegates.			
06	2017-06-08	4/0/0	PACHES/SCOTT moves to release all remaining Students' Union held Lister Hall Students' Association funds to the 2017/18 Lister Hall Students' Association.		BANISTER away	
07	2017-06-12	4/0/0	BANISTER/SCOTT MOVED TO approve a project allocation not to exceed \$3000.00 for the STRIDE spring/summer cohort as presented.		LARSEN away	PA
07	2017-06-12	4/0/0	USHAKOV/BANISTER MOVED TO approve the letter of support to Strathcona Elections.		LARSEN away	
07	2017-06-12	4/0/0	USHAKOV/PACHES MOVED TO budget no more than \$1800 to send the Executive and the DRPA to the Council of Alberta University Students Counterparts Conference.		LARSEN away	
07	2017-06-12	4/0/0	SCOTT/USHAKOV MOVED TO budget no more than \$450 to send the President, VP External and the DRPA to the Council of Alberta University Students June In-person Meeting in Calgary.		LARSEN away	
08	2017-06-15	5/0/0	USHAKOV/SCOTT MOVED TO request \$75.00 in Per Diem costs for the VP External, President and the VP Student Life to attend the Wellness Summit as UASU delegates.			
08	2017-06-15	5/0/0	BANISTER/LARSEN MOVED TO budget no more than \$2250 to send the President, the VP External, and the DRPA to the Canadian Alliance of Student Association Policy and Strategy Conference.			
09	2017-06-22	4/0/0	BANISTER/SCOTT MOVED TO approve the attendance of the Executive Committee to the 2017 Student Union Development Summit as presented.	2017-07	PACHES away	
09	2017-06-22	4/0/0	LARSEN/USHAKOV MOVED TO allocate no more than \$1,750 from the project allocation for the Executive Committee's attendance to the 2017 Student Union Development Summit.	2017-07	PACHES away	PA
12	2017-07-06	5/0/0	PACHES/LARSEN moves to approve a project allocation not to exceed \$3000.00 for the Room at the Top mural as presented.	2017-07		
14	2017-07-20	5/0/0	USHAKOV/PACHES MOVED TO approve the job description of the Chair of the Campus Activities Board as presented.	2017-10		
14	2017-07-20	5/0/0	USHAKOV/PACHES MOVED TO approve the attached version of the Campus Activities Board Terms of Reference.	2017-10		
15	2017-07-31	5/0/0	PACHES/SCOTT MOVED TO approve the job description of the Social Media Coordinator as presented.	2017-10		
18	2017-08-29	4/0/0	BANISTER/USHAKOV MOVED TO approve the Senior Operations Manager – Retail and Assistant Operations Manager – Retail Job Descriptions.	2017-10	PACHES away	
18	2017-08-29	4/0/0	BANISTER/SCOTT MOVED TO approve the Capital Campaign Coordinator Job Description.	2017-10	PACHES away	
20	2017-09-13	5/0/0	SCOTT/USHAKOV MOVED TO approve the STRIDE Coordinator Job Description as presented.	2017-10		
21	2017-09-18	5/0/0	LARSEN/SCOTT MOVED TO request no more than \$2500 for Election Year: Meet Your City Council Candidates event and GovWeek support items from the Project Allocation (PA) fund	2017-10		PA
22	2017-09-21	5/0/0	PACHES/USHAKOV MOVED TO approve a project allocation not to exceed \$200.00 for Room at the Top mural supply costs as presented.	2017-10		PA
24	2017-09-27	5/0/0	SHANE/REED MOVED TO approve a project allocation not to exceed \$4200.00 for the STRIDE fall/winter cohort as presented.			PA
25	2017-10-02	5/0/0	PACHES/SCOTT MOVED TO approve a project allocation not to exceed \$1500.00 for the municipal advanced polling marketing as presented.			PA
26	2017-10-11	5/0/0	USHAKOV/PACHES MOVED TO approve a project allocation not to exceed \$1050.00 for the UASU Cares Marketing Campaign as presented.			
26	2017-10-11	5/0/0	USHAKOV/LARSEN MOVED TO budget no more than \$210 to send the President, VP External and the DRPA to the Council of Alberta University Students In person meeting.			

<b>Mtg Code</b>	<b>Date</b>	<b>Result</b>	<b>Motion</b>	<b>Council Agenda Reported In</b>	<b>Notes</b>	
29	2017-10-25	4/0/0	USHAKOV/PACHES MOVED TO send the General Manager to the AMICCUS-C Western Regional Conference, November 7-9, 2017.		LARSEN away	
32	2017-11-08	5/0/0	LARSEN/USHAKOV moves to budget no more than \$5545 to send the President, the VP External, and the DRPA to the Canadian Alliance of Student Association Advocacy Week.			
33	2017-11-15	5/0/0	USHAKOV/LARSEN MOVES TO authorize Craig Turner to open a new business banking account with Scotiabank on behalf of the Students' Union, for the purpose of facilitating bulk electronic funds transfers.			
35	2017-12-06	4/0/0	USHAKOV/SCOTT MOVED TO approve the Annual General Eating PA Request for no more than \$150.00 as presented		LARSEN away	PA
35	2017-12-06	4/0/0	USHAKOV/PACHES MOVED TO approve a contingency allocation of no more than \$24000 for data recovery and server repairs.		LARSEN away	
35	2017-12-06	4/0/0	PACHES/USHAKOV MOVED TO approve the presented Job Description for an Assistant Operation Manager, Food Services.		LARSEN away	
36	2017-12-20	5/0/0	BANISTER/LARSEN MOVED TO call an additional meeting of Students' Council on January 8 at 6:00 pm in Council Chambers.			
36	2017-12-20	5/0/0	USHAKOV/PACHES MOVED TO approve a Project Allocation not to exceed \$1730.00 for the Golden Box Day as presented.			PA
36	2017-12-20	5/0/0	USHAKOV/SCOTT MOVED TO approve a Project Allocation not to exceed \$1550.00 for the Rocket Man beverage dispensers as presented.			PA
37	2018-01-04	5/0/0	PACHES/SCOTT MOVED TO approve a Project Allocation not to exceed \$850.00 for the 2018 UASU Got This Campaign as presented.			PA
39	2018-01-11	5/0/0	LARSEN/PACHES MOVED TO approve the Client Coordinator Job Description as presented.			
39	2018-01-11	5/0/0	PACHES/USHAKOV MOVED TO approve a Project Allocation not to exceed \$150.00 for the Joint Faculty Leadership Summit as presented.			PA
40	2018-01-15	5/0/0	SCOTT/USHAKOV moves to budget no more than \$1300 to send the Executive and the DRPA to the Council of Alberta University Students All Executive Conference.			
41	2018-01-17	5/0/0	SCOTT/USHAKOV MOVED TO approve a Project Allocation not to exceed \$600.00 for the Student Governance Mixer as presented.			PA
43	2018-02-01	5/0/0	SHANE/ILYA MOVED TO APPROVE THE PRESENTED CONFERENCE REQUEST FOR THE GENERAL MANAGER TO ATTEND THE ACUI 2018 CONFERENCE.			
44	2018-02-12	5/0/0				PA
44	2018-02-12	5/0/0				PA
44	2018-02-12	5/0/0				

<b>2017-01/1d</b>	BANISTER/HASSAN move to approve Students' Council Standing Orders.	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8a</b>	BANISTER/SANDARE moves to appoint Mark Oldershaw, Victoria DeJong and John Evjen to the University of Al	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8b</b>	PACHES/LARSEN moves to appoint one member of Students' Council to The Landing Board of Directors.	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8c</b>	PACHES/FLAMAN moves to appoint one member of Students' Council to Student Legal Services Board of Direct	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8d</b>	PACHES/THIBAudeau moves to appoint one member of Students' Council to the Gateway Student Journalism S	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8e</b>	PACHES/SUNDAY moves to appoint one member of Students' Council to Alberta Public Interest Research Group	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8f</b>	PACHES/FLAMAN moves to appoint two member of Students' Council to the First Alberta Campus Radio Associ	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8g</b>	PACHES/FARRIS moves to appoint two members of Students' Council to the Students' Union Building (SUB) Ad	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8h</b>	PACHES/THIBAudeau moves to appoint four members of Students' Council to the PAW Strategic Operating Co	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8i</b>	PACHES/BROPHY moves to grant Councillor Flaman an exception to SU Operating Policy 3.3d to allow for simul	CARRIED	SC 2017-01	05/09/2017
<b>2017-01/8j</b>	PACHES moves to grant Councillor Howie an exception to SU Operating Policy 3.3d to allow for simultaneous en	CARRIED	SC 2017-01	05/09/2017
Minutes from meeting SC-2017-02 are missing.				
<b>2017-03/7b</b>	CHRISTENSEN/HOWIE MOVE to approve the first reading of Bill #1 - Elections Forums, on the recommendati	CARRIED	SC 2017-03	05/30/2017
<b>2017-03/8a</b>	SUNDAY/SCOTT MOVE to appoint SUNDAY to the Council on Aboriginal Initiatives.	CARRIED	SC 2017-03	05/30/2017
<b>2017-03/7b</b>	PACHES/THIBADEAU MOVE to appoint MAHAL to the WUSC Student Refugee Administration Board.	CARRIED	SC 2017-03	05/30/2017
<b>2017-04/2a</b>	BANISTER SPONSOR a presentation from the Students' Union executive team to go over their goals.	CARRIED	SC 2017-04	06/13/2017
<b>2017-04/7a</b>	CHRISTENSEN/HOWIE MOVE to approve the second reading of Bill #1 - Elections Forums, on the recommendat	CARRIED	SC 2017-04	06/13/2017
<b>2017-05-2a</b>	PACHES/FLAMAN SPONSOR the presentation: Students' Union Building & Myer Horowitz Theatre Renovation U	CARRIED	SC 2017-05	06/27/2017
<b>2017-05-7a</b>	CHRISTENSEN/FARRIS MOVE to approve the first reading of Bill #2 - Joke Candidates, on the recommendation	CARRIED	SC 2017-05	06/27/2017
	BANISTER/FLAMAN MOVE to AMEND Point 1 as follows:			
<b>2017-05-7a</b>	A joke candidate is defined as any candidate(s) who self-identifies as a joke candidate in a written capacity on th	N/A	SC 2017-05	06/27/2017
<b>2017-05/7b</b>	FLAMAN/HOWIE MOVE to refer the item back to the Bylaw Committee.	CARRIED	SC 2017-05	06/27/2017
<b>2017-06/7a</b>	CHRISTENSEN/BROPHY MOVE to approve the first reading of Bill #2 - Joke Candidates, on the recommendation	CARRIED	SC-2017-06	07/25/2017
<b>2017-06/7b</b>	CHRISTENSEN/JONES MOVE to approve the first reading of Bill #3, on the recommendation of Bylaw Committe	CARRIED	SC-2017-06	07/25/2017
<b>2017-06/7c</b>	CHRISTENSEN/HOWIE MOVE to change Students' Council practice, precedent and custom by allowing students	CARRIED	SC-2017-06	07/25/2017
<b>2017-06/8a</b>	PIASECKI/GIDDA MOVE to postpone this motion to the next meeting of Students' Council on August 22, 2017.	CARRIED	SC-2017-06	07/25/2017
<b>2017-07/2a</b>	SUNDAY/SCOTT SPONSOR a presentation from the members of the Aboriginal Relations and Reconciliation Ad	N/A	SC-2017-07	08/22/2017
<b>2017-07/7a</b>	CHRISTENSEN/BROPHY MOVE to approve the second reading of Bill #2 - Joke Candidates, on the recommendat	CARRIED	SC-2017-07	08/22/2017
<b>2017-07/7b</b>	CHRISTENSEN/JONES MOVE to approve the second reading of Bill #3, on the recommendation of Bylaw Commi	CARRIED	SC-2017-07	08/22/2017
<b>2017-07/7c</b>	SCOTT/BROPHY MOVE upon the recommendation of Policy Committee, to approve the renewal of the Student F	CARRIED	SC-2017-07	08/22/2017
<b>2017-07/7d</b>	SCOTT/BROPHY MOVE, upon the recommendation of Policy Committee, to approve the renewal of the Deferred	CARRIED	SC-2017-07	08/22/2017
<b>2017-07/8a</b>	USHAKOV/PACHES MOVE to appoint two members of Students' Council to the Campus Activities Board.	N/A	SC-2017-07	08/22/2017
<b>2017-07/8b</b>	CHRISTENSEN/HOWIE MOVE to change Students' Council practice, precedent and custom by allowing students		SC-2017-07	08/22/2017
<b>N/A</b>	SUNDAY/HOWELL MOVE to suspend standing orders to suspend two speaking turns limit to 10 speaking terms	FAILED	SC-2017-07	08/22/2017
<b>N/A</b>	SANDARE/WILSON MOVE to suspend standing orders to allow for four speaking turns	CARRIED	SC-2017-07	08/22/2017
<b>N/A</b>	FLAMAN/BROPHY CALL TO QUESTION.	CARRIED	SC-2017-07	08/22/2017

N/A	SCOTT/SUNDAY MOVE to postpone indefinitely.	CARRIED	SC-2017-07	08/22/2017
SC-2017-08 was cancelled.				
2017-09/2a	USHAKOV/BANISTER SPONSOR a presentation from the Dean of Students Office regarding changes in the Student Council.	N/A	SC-2017-09	09/19/2017
2017-09/2b	LARSEN/FLAMAN SPONSORS an overview presentation from the Council of Alberta University Students.	N/A	SC-2017-09	09/19/2017
2017-09/7a	SUNDAY/FLAMAN MOVES to appoint two members of Students' Council to the Discipline, Interpretation, and Enforcement Committee.	N/A	SC-2017-09	09/19/2017
2017-09/7b	CHRISTENSEN/HOWIE MOVES to appoint one (1) member of Students' Council to Bylaw Committee.	N/A	SC-2017-09	09/19/2017
2017-09/7c	LARSEN/USHAKOV MOVE, upon the recommendation of Policy Committee, to approve the renewal of the Student Council.	CARRIED	SC-2017-09	09/19/2017
2017-09/7d	SCOTT/PIASECKI MOVE, upon the recommendation of Policy Committee, to approve the renewal of the Deferred Student Council.	CARRIED	SC-2017-09	09/19/2017
2017-09/7e	PACHES/CHRISTENSEN MOVE to approve the first reading of Bill #4 - Removing Student Group Operating Policies.	CARRIED	SC-2017-09	09/19/2017
2017-10/2a	PACHES/(?) SPONSOR the presentation called Report to Students' Council: The Athletics and Recreation Fee.	N/A	SC-2017-10	10/03/2017
2017-10/8a	USHAKOV/PACHES MOVE to appoint two council members to the Health and Dental Committee.	N/A	SC-2017-10	10/03/2017
2017-11/2a	USHAKOV/PACHES SPONSOR a presentation from StudentCare on the Health and Dental Plan.	N/A	SC-2017-11	10/17/2017
2017-11/7a	PACHES/CHRISTENSEN MOVE to approve the first reading of Bill #4 - Removing Student Group Operating Policies.	CARRIED	SC-2017-11	10/17/2017
2017-11/7b	CHRISTENSEN/PIASECKI MOVE, on the recommendation of the DIE Board Committee, to appoint Gil Miciak and Landon Hayn.	CARRIED	SC-2017-11	10/17/2017
2017-11/7c	CHRISTENSEN/PIASECKI MOVE, on the recommendation of the DIE Board Committee, to appoint Landon Hayn and Karamveer La.	CARRIED	SC-2017-11	10/17/2017
2017-11/7d	CHRISTENSEN/PIASECKI MOVE, on the recommendation of the DIE Board Committee, to appoint Karamveer La and Brophy.	CARRIED	SC-2017-11	10/17/2017
2017-11/7e	BROPHY/PALINDAT MOVE, on the recommendation of the Audit Committee, to approve the findings of the external audit.	CARRIED	SC-2017-11	10/17/2017
2017-11/7f	BROPHY/PALINDAT MOVE, on the recommendation of the Audit Committee, to approve the findings of the external audit.	CARRIED	SC-2017-11	10/17/2017
2017-12/7a	CHRISTENSEN/PACHES MOVE to approve the first reading of Bill #6, on the recommendation of Bylaw Committee.	CARRIED	SC-2017-12	11/07/2017
2017-12/7b	SUNDAY/ SCOTT MOVE to appoint two (2) members of Students' Council to the Aboriginal Relations and Recognition Committee.	N/A	SC-2017-12	11/07/2017
2017-12/7c	SUNDAY/THIBAUDEAU MOVE to appoint one (1) member of Students' Council to the Council Administration Committee.	N/A	SC-2017-12	11/07/2017
2017-13/2a	SCOTT/LARSEN SPONSORS a presentation from the Engineering Student's Society on the proposed FAMF referendum.	N/A	SC-2017-13	11/21/2017
2017-13/7a	PACHES MOVES to appoint one member of Students' Council to the Gateway Student Journalism Society.	N/A	SC-2017-13	11/21/2017
2017-13/7b	PACHES MOVES to appoint one member of Students' Council to the Finance Committee.	N/A	SC-2017-13	11/21/2017
2017-13/7c	PACHES/SCOTT MOVE to appoint two members of Students' Council to the ONECard Student Advisory Group.	N/A	SC-2017-13	11/21/2017
2017-13/7d	HOWIE MOVES to appoint one (1) member of Students' Council to the Policy Committee.	N/A	SC-2017-13	11/21/2017
2017-13/7e	HOWIE/CHRISTENSEN MOVE to approve the first reading of Bill #5, on the recommendation of Bylaw Committee.	FAILED	SC-2017-13	11/21/2017
	CHRISTENSEN/FLAMAN MOVE to bring this motion back to Bylaw Committee.	CARRIED	SC-2017-13	11/21/2017
2017-13/7f	SUNDAY/LARSEN MOVES to appoint one (1) member of Students' Council to the Aboriginal Relations and Recognition Committee.	N/A	SC-2017-13	11/21/2017
2017-14/2a	PACHES/FLAMAN SPONSOR the Student Events Initiative Updates presentation.	N/A	SC-2017-14	12/05/2017
2017-14/2b	JONES/CHOI SPONSOR the UAFAR: Becoming a Dedicated Fee Unit presentation.	N/A	SC-2017-14	12/05/2017
	SORENSEN/CHOI MOVED to extend question period by thirty-minutes.	CARRIED	SC-2017-14	12/05/2017
2017-14/7a	SCOTT, PACHES MOVE to appoint one member of Students' Council to the Nominating Committee.	N/A	SC-2017-14	12/05/2017
2017-14/7b	PACHES, SCOTT MOVED to appoint two members of Students' Council to the Finance Committee.	N/A	SC-2017-14	12/05/2017
2017-14/7c	BROPHY/SORENSEN MOVED to appoint two members of Council to the Audit Committee.	N/A	SC-2017-14	12/05/2017
2017-14/7d	HOWIE/CHRISTENSEN MOVED to approve the first reading of Bill #5, on the recommendation of Bylaw Committee.	FAILED	SC-2017-14	12/05/2017
	USHAKOV/CHRISTENSEN MOVED to call the motion to question.	FAILED	SC-2017-14	12/05/2017

	USHAKOV/SORENSEN MOVED to extend the meeting by half an hour.	FAILED	SC-2017-14	12/05/2017
	HOWIE/CHRISTENSEN MOVED to call the motion to question.	FAILED	SC-2017-14	12/05/2017
	SCOTT/SORENSEN MOVED to extend the meeting by five minutes.	FAILED	SC-2017-14	12/05/2017
	<i>(Meeting time expired, 2017-14/7d postponed for debate at the next meeting).</i>			
<b>2017-15/2a</b>	PACHES/FLAMAN SPONSORED the Student Events Initiative Referendum & Feedback presentation.	N/A	SC-2017-15	08/01/2018
<b>2017-15/2b</b>	SCOTT SPONSORED a presentation from the L'Association des Universitaires de la Faculté Saint-Jean (AUFJS) at	N/A	SC-2017-15	08/01/2018
<b>2017-15/7a</b>	HOWIE/CHRISTENSEN MOVE to approve the first reading of Bill #5, on the recommendation of Bylaw Committ	CARRIED	SC-2017-15	08/01/2018
	PACHES/SORENSEN MOVED to suspend Standing Orders and extend all speaking turns by two minutes.	FAILED	SC-2017-15	08/01/2018
	USHAKOV/PACHES MOVED to call the motion to question.	FAILED	SC-2017-15	08/01/2018
	SUNDAY/SCOTT MOVED: to refer Bill #5 to the Bylaw Committee for further consideration.	FAILED	SC-2017-15	08/01/2018
	SCOTT/SUNDY MOVED to call the motion to question.	FAILED	SC-2017-15	08/01/2018
	SUNDAY: Requested the division of the question.	CARRIED	SC-2017-15	08/01/2018
<b>2017-15/7b</b>	CHRISTENSEN/PACHES MOVED to approve the second reading of Bill #6, on the recommendation of Bylaw Con	CARRIED	SC-2017-15	08/01/2018
<b>2017-15/7c</b>	CHRISTENSEN/HOWIE MOVE to approve the University of Alberta First Aid Responders DFU Petition Question,	CARRIED	SC-2017-15	08/01/2018
<b>2017-15/8a</b>	CHRISTENSEN MOVED to approve the first reading of Bill #7 based on the following first principles.	Bill #7 (2017-15/8a) was	SC-2017-15	01/08/2018
<b>2017-16/2a</b>	SCOTT/FLAMAN SPONSORED a presentation from the Organization for Arts Students and Interdisciplinary Stud	N/A	SC-2017-16	01/09/2018
	FLAMAN/HASSAN MOVED to extend the presentation time until the speakers' list is exhausted.	CARRIED	SC-2017-16	01/09/2018
	WILSON/CHOI MOVED to add the additional speaker to the list.	FAILED	SC-2017-16	01/09/2018
<b>2017-16/2b</b>	SCOTT/FARRIS SPONSORED a presentation from the Education Student Association (ESA) at the January 9th m	N/A	SC-2017-16	01/09/2018
<b>2017-16/7a</b>	PACHES, HOWIE MOVED to approve the first reading of the Student Events Initiative referendum question, base	CARRIED	SC-2017-16	01/09/2018
<b>2017-16/7b</b>	CHRISTENSEN/PACHES MOVED to approve Campus Recreation Enhancement Fund (CREF) dedicated fee unit p	CARRIED	SC-2017-16	01/09/2018
	FLAMAN/CHRISTENSEN MOVED to amend the proposed question to read "support the continuation of"	CARRIED	SC-2017-16	01/09/2018
<b>2017-16/7c</b>	PACHES MOVED to appoint one member of Students' Council to the Physical Activity & Wellness Strategic Oper	N/A	SC-2017-16	01/09/2018
<b>2017-17/2a</b>	PACHES/USHAKOV SPONSORED the Executive Goals Update at the January 23, 2018 meeting of Students' Coun	N/A	SC-2017-17	01/23/2018
<b>2017-17/2b</b>	SCOTT/THIBAudeau SPONSORED a presentation from the Vice President Academic at the January 23rd meetir	N/A	SC-2017-17	01/23/2018
<b>2017-17/7a</b>	HOWIE/CHRISTENSEN MOVED to approve the second reading of Bill #5, on the recommendation of Bylaw Com	CARRIED	SC-2017-17	01/23/2018
	LARSON/BANISTER MOVED to amend the item 17.2.d to remove a repeat of the word "question".	CARRIED	SC-2017-17	01/23/2018
	THIBAudeau/CHOI MOVED to amend the Schedule B §8.1 to represent fifty percent plus one of the permanent	CARRIED	SC-2017-17	01/23/2018
<b>2017-17/7b</b>	PACHES/CHRISTENSEN MOVED to approve the Student Events Initiative referendum question, on the recomme	CARRIED	SC-2017-17	01/23/2018
<b>2017-17/7c</b>	CHRISTENSEN/HOWIE MOVED to approve the Engineering Students Society FAMF referendum question, on the	CARRIED	SC-2017-17	01/23/2018
<b>2017-17/8a</b>	SCOTT/BILAK MOVED to approve the proposal for a FAMF Referendum for the Organization for Arts Students a	CARRIED	SC-2017-17	01/23/2018
<b>2017-17/8b</b>	SCOTT/LARSEN MOVED to approve the proposal for a FAMF Referendum for the Educations Students Associati	CARRIED	SC-2017-17	01/23/2018
<b>2017-17/8c</b>	SCOTT/HOWIE MOVED to approve the proposal for a FAMF Referendum for L'Association des Universitaires de	FAILED	SC-2017-17	01/23/2018

Councillor Attendance Records

2017-2018		17-18	17-17	17-16	7a	7a	17-15	7a	17-14	17-13	17-12	17-11	17-10	17-09	17-07	17-06	17-05	17-04	17-03	17-02	17-01					
Council Seats (40 total)		February 6	January 23	January 9		Call to Question	January 8	Call to Question	December 5	November 21	November 7	October 17	October 3	September 19	August 22	July 25	June 27	June 13	May 30	May 9	April 25					
<b>Ex-Officio Members (6 voting seats)</b>																										
President	Marina Bankier	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y					
VP Academic	Shane Scott	Y	Y	Y	N	N	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
VP External	Reed Larsen	Y	Y	Y	N	N	Y	N	Y	Y	Y	Y	0.5	Y	Y	N	Y	Y	Y	Y	Y					
VP Operations & Finance	Robyn Pachas	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	0.5	0.5	Y	Y	Y	Y	Y	Y					
VP Student Life	Ira Johnson	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
Undergraduate Board of Governors Rep	Mike Sandare	Y	Y	Y	N	N	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
<b>Faculty Representation (32 voting seats)</b>																										
ALES	Haley Jefferson																0.5	N	Y (0.5)	Y	Y					
ALES	Jo Ann Chew	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
Arts	Naveed Ghora																		Y (P)	Y	Y					
Arts	Briah Hassan																		Y	Y	Y					
Arts	Alanah Plasecki	Y	Y (P)	Y	N	N	Y	N	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
Arts	Mitch Wilson	Y	Y	Y	N	N	Y	N	Y	Y	N	Y	Y	0.5	Y	Y	Y	Y	N	Y	Y (0.5)					
Arts	Megan Chen																									
Arts	Monica Lillo	Y	N	Y	Y	Y	Y	Y	Y	Y	N	Y	N	Y	Y (P)	Y	Y	Y	Y (P)	Y	Y					
Arts	Tina Liu	N	Y	Y	N	Y	Y	N	Y	Y	Y								Y (0.5)							
Arts	Robert Blak	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y (0.5)						
Augustana (Faculty)	Lane Anderson	Y	Y (P)	Y (P)			0.5	Y	Y	Y	Y	N														
Business	Will Swan	N	N	N	Y	Y	N	N	Y	Y	N	N		Y	Y	Y	Y	N	N	N	Y					
Business	Conner Planteau	Y	0.5	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	0.5	Y	Y	Y	Y (0.5)					
Education	Emily Howell																									
Education	Kara Farris	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	0.5	Y	Y	Y	Y	Y	Y					
Education	James Thibodeau	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
Education	Jonathan Barrackough																									
Engineering	Kathryn Nguyen																				Y (0.5)					
Engineering	Eddie Wang																									
Engineering	Mahmoud Kenawi	0.5	Y	N			N		0.5	N	Y	Y	N	0.5	N	N	N	N	N	N	Y					
Engineering	Nick Sorensen	Y	Y	Y (P)	Y	N	Y	N	Y	Y	0.5	Y	Y	Y	Y	Y	Y	Y	Y (0.5)	Y	Y					
Engineering	Danish Hamid	0.5	N				N		0.5	Y	Y	N		Y	N	0.5	Y	Y	Y	Y	Y					
Engineering	Daniel Blak	0.5	Y	N	Y	Y	Y	Y	Y	Y	Y	Y														
Law	Alexander (Sandy) Brophy	0.5 (P)	0.5	Y	Y	Y	0.5	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
Medicine & Dentistry	Brandon Christensen	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
Native Studies	Nathan Sanday	N	N	0.5	N	N	0.5	N	Y	N	Y	Y	Y	0.5	Y	Y	Y	Y	Y (P)	Y	Y					
Nursing	Abigail Bricardi	N	0.5	Y	Y	Y	0.5	N	Y	N	Y	Y	Y	0.5	N	N	Y	Y	Y (P)	Y (0.5)	Y					
Open Studies	Levi Flaman	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
Pharmacy	Alex Kueh	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y	N	Y	N					
Phys Ed & Rec	VACANT																									
Saint-Jean (Faculty)	Delana Howie	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
Science	Genea D'Primo	0.5	0.5	0.5	Y	Y	Y	Y	Y	Y	0.5	Y	Y	Y	Y	Y	Y	Y	0.5	Y	Y					
Science	Habiba Mahal	0.5	Y	Y			N	Y	Y	0.5	Y	Y	Y	Y	Y	N	Y	Y	Y	Y	Y					
Science	Hyijun Kim	N	0.5	0.5			0.5	N	Y	0.5	Y	Y	Y	Y	N	Y	0.5	Y	Y	Y	Y					
Science	Nicole Jones	Y	0.5	Y	N	N	Y	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
Science	Rachel Wang	N	0.5 (P)	Y (P)			0.5	N	0.5	0.5	N	0.5	N	Y	0.5	N	0.5	Y	0.5	Y	0.5					
Science	Damen Choi	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	0.5	Y	Y	Y	Y	Y	0.5	Y	Y					
<b>Ex-Officio Members (2 non-voting seats)</b>																										
Speaker	Stacy Burler	Y	Y				Y		Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y					
General Manager	Marc Dumourel	N	N				0.5		Y	N	N	N	N	N	N	N	0.5	N	N	N	N					
<b>Guests</b>																										
Andre Bourgoin - Arts, Victoria Dejong - Arts, Sofia Osborne - Science, Andre Bourgoin - Arts							Jessie Benoit - CSJ, Tara Haddouche - CSJ					Stephen Raltz - Arts, Stephen Raltz - Arts, Stephen Raltz - Arts					Susie Wang - Science, Jessie Benoit - CSJ, Ben Angus - Arts					Nathan Fung - Arts, Jessie Benoit - CSJ				
Adam Lachacz - Arts, Tahra Haddouche - CSJ							Megan Arcand - Native Studies					Tahra Haddouche - CSJ, Sofia Osborne - Sciences					Nathan Fung - Arts					Heather Lindsay - Native Studies				
Adam Brown - CSJ, Adam Brown - CSJ							Katherine Belcourt - Science					Michelle Kim - Science, Dierdra Cutarm - Arts					Nathan Fung - Arts					Katherine Belcourt - Science				
Andrew McWhinney - Art/Loris MacLavel - Education							Sofia Osborne - Science					Nathan Fung - Arts					Megan Arcand - Native Studies					Dierdra Cutarm - Native Studies				
Jessie Benoit - CSJ, Nathan Fung - Arts							Thomas Pomerleau - Business					Sofia Osborne - Sciences					Rafael Rigon - Engineering					Bo Zhang				
Stephen Raltz - Arts							Stephen Raltz - Arts					Jordan Nesselbach - Engineering					Deborah Mukherjee - Engineering					Justin Allard-Hagen				
Tahra Haddouche - CSJ							Farhaat Abdulla - CSJ					Rayleigh Conley - ALES					Yanhuo Yang - Engineering					Katherine Belcourt - Science				

**Bill #8 - Students' Council Attendance Regulation Amendment - *Second Reading***

**CHRISTENSEN MOVES** to approve the second reading of Bill #8 Attendance Regulation Amendment, on the recommendation of Bylaw Committee, based on the following first principles:

**First Principles:**

1. The current form of the Students' Council attendance regulations have helped improve attendance and engagement to date.
2. The regulations were initially created conservatively to help members adjust to the transition.
3. The regulations shall be tightened to continue to improve attendance and engagement.
4. The regulations shall be amended to apply to "regularly scheduled" meetings only, where regularly scheduled is defined meetings approved in the introductory meeting of Students' Council.
5. Bylaw 100 shall be amended to adjust the definition of attendance from "Attendance is defined as attending for at least one (1) roll call of attendance" to
  - a. "Satisfactory Attendance" being defined as attending between 50% and 100% of roll calls in a trimester either in person, by proxy or by teleconferencing,
  - b. "Unsatisfactory Attendance" being defined as attending less than 50% of roll calls in a trimester either in person, by proxy, or by teleconferencing.
6. The criteria for councillor removal from Students' Council shall remain the constant, being that councillors with "Unsatisfactory Attendance" at the end of the Spring/Summer and Fall trimesters be declared in contravention of Bylaw 100 and automatically removed as a member of Students' Council.
7. These changes shall be implemented May 1, 2018.

# Bylaw 100 Amendments - Bill #8 Second Reading

## 21 Attendance Regulations

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1. "Satisfactory attendance" is defined as being present for at least 50% of roll calls per trimester.
2. "Unsatisfactory attendance" is defined as being present for less than 50% of roll calls per trimester.
3. Councillors are expected to attend, send a Proxy or Councillor-Designate, to meetings of Students' Council as a minimum expectation of holding office.
4. A Councillor must maintain satisfactory attendance each trimester to remain a Councillor for the following term.
5. Formal attendance percentages shall be calculated for each Councillor at the end of each trimester by the Speaker, and be provided as an information item to Students' Council.
  - a. A leave of absence for elections shall not be accounted into the attendance percentage.
6. Where a Councillor has unsatisfactory attendance at the end of the trimester, they shall be declared in contravention to this Bylaw and be automatically removed as a member of Students' Council.
  - a. This regulation shall only apply at the end of the Spring/Summer and Fall trimesters.
7. The contravening Councillor shall be able to appeal their removal to D.I.E. Board within three (3) business days of their removal, based on extenuating circumstances at the Board's discretion, including those listed below:
  - a. Personal circumstances including medical, emotional, mental, or family emergencies;  
or
  - b. Academic program requirements, where evidence of mandatory evening or overnight commitments is provided confirming conflict with meeting these attendance requirements; or
  - c. Other circumstances deemed reasonable, at the discretion of D.I.E. Board.
8. Unreliable proxies or Councillor-Designates shall not be considered a reasonable excuse for appeal, unless D.I.E. Board deems there were extenuating circumstances.
9. During the appeal proceedings, the Speaker shall attend the hearing to provide the official attendance record and field any questions of the Board.
10. Should the D.I.E. Board approve the appeal of the contravening Councillor, that Councillor shall be re-appointed immediately.
11. The contravening councillor's seat shall not be replenished until the three (3) day appeal period has passed or the subsequent appeals process has been exhausted.
12. The Speaker shall present and e-mail these regulations at the first meeting of Students' Council each trimester.

## 1 Facts

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1. The University experience is not limited to academia. Students need support in all aspects of their lives in order to be successful.
2. Student health and wellness of an individual includes emotional, mental, physical, spiritual, and sexual health.
3. Student health and wellness is impacted by many externalities such as, but not limited to, accessibility of physical environments, addictive behaviour, availability of clinical services, food security, financial security, inclusivity, physical fitness and health, positive work environments, and social community.
4. Health and wellness significantly impacts student academic success and social well being.
5. Students are increasingly susceptible to high levels of stress due to heavy workloads.
6. Services supporting student health and wellness include more than just clinical services.
7. The current levels of service and availability of facilities on campus do not adequately address student need.
8. Awareness of health and wellness services does not sufficiently extend across the student body.

## 2 Resolutions

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1. The Students' Union will advocate for improved accessibility, efficiency, quantity, and quality of services.
2. The Students' Union will advocate that services are adequately promoted to students.
3. The Students' Union will advocate for increased provincial funding for University service provision.
4. The Students' Union will collaborate with the University in the creation of a strategy to address campus health and wellness.
5. The Students' Union will collaborate with the University and provincial stakeholders in the creation of a provincial strategy to address campus health and wellness.

# 1 Facts

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1. The true cost of being a student is composed of many factors, such as tuition, non-academic costs, cost of living, foregone wages, and academic materials.
2. The University of Alberta estimates that a student should expect to spend \$1750 on academic materials<sup>1</sup>
3. The rate of textbook price increases have exceeded the rate of inflation over the last decade. Publishers often introduce newer and more expensive editions of textbooks in rapid succession without necessarily undertaking substantial content revision, which adversely affects the used textbook market, leading students to incur higher costs in affording academic materials.
4. Students can recover part of the cost of their textbooks by selling them as used books, and students can usually acquire a textbook for a lower price by buying used; There are also many opportunities to acquire academic materials at a discounted price or for free
5. Online textbooks that are either leased or may only be single access use cannot be sold to recover part of the cost.
6. Course instructors are the primary decision-makers in terms of setting academic materials for their courses.
7. The use of additional academic tools and platforms (such as learning management systems, online assignments, and materials aimed at enhancing self-evaluation by students) are increasingly being offered by publishers for a nominal cost and are becoming more widespread..
8. The tools and platforms used to offer additional academic materials to students often vary by publishers and are not standardized across courses and faculties, leading to additional expenses for students.
9. The use of mandatory access codes in courses impose a further financial burden on students already paying for instructional costs of post-secondary education..
10. The Government of Canada already has mechanisms in place for Goods and Services Tax (GST) exemptions.
11. There are no provincial sales taxes levied on books for Canadian provinces that use a Harmonized Sales Tax (HST).

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<sup>1</sup> <https://www.ualberta.ca/admissions/undergraduate/tuition-and-scholarships/tuition-and-fees>

12. The Book Importation Regulations approved by the Governor General in Council in July 1999 allowed book importers to charge a premium of 10% on books imported from the United States and 15% on books from any other country.<sup>2</sup>
13. Students have the right to access some copyrighted material for academic purposes as per the Copyright Act and related laws.<sup>3</sup>
14. Open Educational Resources (OER) are resources, such as textbooks, course materials, video clips, images, infographics, multimedia applications, or whole courses that have been designed for use in teaching and learning that are freely available and published with an open license which permits users to reuse, revise, remix, retain, and redistribute them (known as the "5Rs").

## 2 Resolutions

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1. The ~~the~~ Students' Union will advocate for academic materials to be as affordable and accessible as possible.
2. The Students' Union will advocate that courses with online learning platforms and interactive academic materials should not impose costs already covered by tuition.
3. ~~The Students' Union will advocate that the increase in cost of academic materials from year to year be predictable.~~
4. The Students' Union will advocate against students bearing the burden of extra costs that occur through importation, delivery or other tariffs, taxes, and fines associated with academic materials (regardless of any changes in PST, HST, or GST regulation).
5. The Students' Union will publicize and promote the various ways that students can save money on academic materials.
6. The Students' Union will raise awareness among educators and instructors of more affordable ~~less expensive~~ academic material alternatives available to them. ~~in regards to academic materials.~~
7. The Students' Union will advocate to the University and the government to support the development and utilization of Open Educational Resources.

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<sup>2</sup> ↑ Government of Canada. Accessed Jan 2, 2013. "Book Importation Regulations. SOR/99-324. Copyright Act". Justice Laws Website.

<http://laws-lois.justice.gc.ca/eng/regulations/SOR-99-324/FullText.html>

<sup>3</sup> <https://policiesonline.ualberta.ca/PoliciesProcedures/Policies/Use-of-Copyright-Materials-Policy.pdf>

8. The Students' Union will advocate for preserving education as a component of fair dealing under the Copyright Act, and preserving the existing exceptions to copyright infringement for educational institutions.

# DISCOVERING STUDENTS IN **Governance**

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



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# 1. INTRODUCTION

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

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

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

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

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

## 2. EXECUTIVE SUMMARY

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

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

## Summary of Undergraduate Representation at the University of Alberta

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

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

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

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

# 3. UNIVERSITY OF ALBERTA STUDENTS' UNION

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

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

Their function is to:

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

The PSLA further stipulates that students associations must be managed by a council elected by and from the membership of the association.<sup>vi</sup>

## Students' Council

### *Legislation for Students' Council*

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

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

### *Undergraduate Representation on Students' Council*

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

## Undergraduate Representation on Students' Council, its Boards and Committees

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

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

### *Method of Replenishment for Students' Council*

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

## Executive Committee

### *Legislation for the Executive Committee*

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

As outlined in SU Bylaw 1100, the Executive Committee is responsible for executing or putting into effect, the policy and legislation approved in council<sup>vii</sup>.

## Undergraduate Representation on the SU Executive Committee

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

Figure 3-2 Undergraduate Representation on the SU Executive Committee

### *Method of Appointment of the Executive Committee*

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

## Sub-Committees of the SU Executive

### Undergraduate Representation on Sub-Committees of the SU Executive

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

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

### *Academic Relations Group (ARG)*

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

## Discipline, Interpretation, and Enforcement Board (DIE Board)

### *Legislation for the DIE Board*

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

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

### *Undergraduate Representation on DIE Board*

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

## Undergraduate Representation on the DIE Board

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

**Figure 3-4** Undergraduate Representation on the DIE Board

### *Method of Replenishment for the DIE Board*

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

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

# 4. BOARD OF GOVERNORS

## Legislation

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

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

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

## Undergraduate Representation at the University of Alberta

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

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

## Undergraduate Representation on the Board of Governors and its Committees

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

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

### Method of Replenishment

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

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

# 5. GENERAL FACULTIES COUNCIL & COUNCIL ON STUDENT AFFAIRS

## Legislation

### *The General Faculties Council*

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

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

*"Subject to the authority of the board, a general faculties council is responsible for the academic affairs of the university..."<sup>xi</sup>*

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

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

### *The Council on Student Affairs (COSA)*

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

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

## Undergraduate Representation at the University of Alberta

There are 3 categories of undergraduate representation on the GFC.

1. Statutory student members of GFC nominated by the council of the undergraduate students association.
2. Undergraduate members of the Board of Governors.
3. Appointed student members elected and nominated by the Students' Union.<sup>xiv</sup>

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

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

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

## Undergraduate Representation on General Faculties Council and its Standing Committees

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

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

## Method of Replenishment

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

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

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

# 6. University Level Appeal Boards and Committees

## Legislation

### *GFC Academic Appeals Committee*

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

### *University Appeal Board*

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

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

## Undergraduate Representation at the University of Alberta

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

### Undergraduate Representation on University Level Appeal Boards and Committees

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

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

## Method of Replenishment

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

# 7. The University of Alberta Senate

## Legislation

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

*"...inquire into any matter that might benefit the university and enhance its position in the community."*<sup>xix</sup>

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

## Undergraduate Representation at the University of Alberta

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

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

## Undergraduate Representation on the University Senate and its Committees

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

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

### Method of Replenishment

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

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

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

# 8. Central Advisory and Administrative Committees

## Legislation

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

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

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

## Undergraduate Representation at the University of Alberta

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

### *A note on methodology*

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

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

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

## Undergraduate Representation on University Advisory & Administrative Committees

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

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

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

## Method of Replenishment

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

# 9. Faculty Councils

## Faculty Councils

### *Legislation*

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

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

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

### *Undergraduate Representation at the University of Alberta*

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

### *Method of Replenishment*

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

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

## Undergraduate Representation on Faculty Councils

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

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

## Standing Committees of Faculty Councils

### *Legislation*

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

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

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

### *Undergraduate Representation at the University of Alberta*

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

- Faculty of Science
- Faculty of Business

### *Method of Replenishment*

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

### *A note on methodology*

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

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

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

## Faculty of Agricultural, Life and Environmental Sciences

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

Figure 9-2 Undergraduate Representation on ALES Faculty Standing Committees

## Faculty of Arts

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

Figure 9-3 Undergraduate Representation on Arts Faculty Standing Committees

## Faculty of Augustana

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

**Figure 9-4** Undergraduate Representation on Augustana Faculty Standing Committees

## Faculty of Education

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

Figure 9-5 Undergraduate Representation on Education Faculty Standing Committees

## Faculty of Engineering

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

Figure 9-6 Undergraduate Representation on Engineering Faculty Standing Committees

## Faculty of Law

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

Figure 9-7 Undergraduate Representation on Law Faculty Standing Committees

## Faculty of Medicine and Dentistry

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

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

## Faculty of Native Studies

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

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

## Faculty of Nursing

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

**Figure 9-10** Undergraduate Representation on Nursing Faculty Standing Committees

## Faculty of Pharmacy and Pharmaceutical Sciences

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

Figure 9-11 Undergraduate Representation on Pharmacy Faculty Standing Committees

## Faculty of Physical Education and Recreation

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

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

## Faculté Saint-Jean

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

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

# 10. Department Councils

## Legislation

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

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

## Undergraduate Representation at the University of Alberta

There are approximately 62 departments at the University of Alberta that enroll undergraduates, as well as several programs with separate advisory Councils<sup>xxiv</sup>.

### *Faculties with no Department Councils*

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

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

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

### *A note on methodology*

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

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

## Method of Replenishment

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

### Summary of Undergraduate Representation on Department Councils

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

Figure 10-1 Summary of Undergraduate Representation on Department Councils

### Faculty of Agricultural, Life and Environmental Sciences

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

Figure 10-2 Undergraduate Representation on ALES Department Councils

## Faculty of Arts

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

**Figure 10-3** Undergraduate Representation on Arts Department Councils

## Faculty of Augustana

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

**Figure 10-4** Undergraduate Representation on Augustana Faculty Standing Committees

## Faculty of Business

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

**Figure 10-5** Undergraduate Representation on Business Program Committees

## Faculty of Education

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

**Figure 10-6** Undergraduate Representation on Education Department Councils

## Faculty of Engineering

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

**Figure 10-7** Undergraduate Representation on Engineering Department Councils

## Faculty of Medicine and Dentistry

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

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

## Faculty of Science

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

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

# Standing Committees of Department Councils

## *Legislation*

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

## *Undergraduate Representation at the University of Alberta*

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

## *Departments with no Undergraduate Representatives on Standing Committees*

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

### *A note on methodology*

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

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

## Summary of Undergraduate Representation on Department Council Standing Committees

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

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

## Department of Anthropology

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

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

## Department of Dentistry

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

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

## Department of Drama

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

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

## Department of Electrical and Computer Engineering

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

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

## Department of English and Film Studies

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

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

## Department of History and Classics

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

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

## Department of Human Ecology

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

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

## Department of Modern Language and Cultural Studies

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

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

## Department of Music

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

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

## Department of Political Science

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

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

## Department of Sociology

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

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

# 11. Faculty Associations

## Legislation

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

## Undergraduate Representation at the University of Alberta

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

## Method of Replenishment

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

## Undergraduate Representation on Student Faculty Associations

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

**Figure 11-1** Undergraduate Representation on Student Faculty Associations

# 12. Departmental Associations

## Legislation

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

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

## Undergraduate Representation

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

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

### *A note on methodology*

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

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

## Summary of Undergraduate Representation on Student Departmental Associations

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

Figure 12-1 Summary of Undergraduate Representation on Departmental Associations

## Faculty of Agricultural, Life and Environmental Sciences

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

Figure 12-2 Undergraduate Representation on ALES Student Departmental Associations

## Faculty of Arts

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

**Figure 12-3** Undergraduate Representation on Arts Student Departmental Associations

## Faculty of Business

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

**Figure 12-4** Undergraduate Representation on Business Student Departmental Associations

## Faculty of Engineering

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

**Figure 12-5** Undergraduate Representation on Engineering Student Departmental Associations

## Faculty of Medicine and Dentistry

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

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

## Faculty of Science

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

**Figure 12-7** Undergraduate Representation on Science Student Departmental Associations

# 13. Residence Associations

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

## Undergraduate Representation at the University of Alberta

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

## Method of Replenishment

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

## Residences Without Associations

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

- Augustana Residence

### *A note on methodology*

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

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

## Student Residence Associations

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

**Figure 13-1** Student Representation on Student Representative Associations

# 14. Acknowledgements

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

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

Discover Governance would also like to acknowledge the hard work and substantial contributions of the part-time student staff members of Discover Governance, without whom the success of this document would not be possible: Giselle General, Jessica Nguyen, Rebecca Taylor, Kathryn Orydzuk, Braiden Redman, Junaid Grewal, and Deborah Johnson.

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

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

# APPENDIX A: HISTORY

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## HISTORY OF THE DSIG REPORT

### Summary

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

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

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

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

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

# APPENDIX B: ACCOMPLISHMENTS

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## WHAT THE DSIG HAS ACCOMPLISHED SO FAR

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

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

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

### 1. Adopt Evidence-Based Approaches

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

### 2. Make Governance More Accessible

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

### 3. Connect Representatives with Discover Governance

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

### 4. Target Active Outreach

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

# APPENDIX C: NEXT STEPS

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

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

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

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

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

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

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

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

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

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

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

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

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

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## Students' Council Seat Distribution - 2018/19

Enrolment numbers current as of February 12, 2018

Faculty Code	Faculty Name	Enrolment	Total Seats
AH	Agriculture, Life & Environmental Sciences	1533	2
AR	Arts	5602	6
AU	Augustana	1045	1
BC	Business	1808	2
ED	Education	2705	3
EN	Engineering	4347	4
LA	Law	552	1
MH	Medicine & Dentistry	1046	1
NS	Native Studies	193	1
NU	Nursing	1163	1
OS	Open Studies	1343	1
PE	Kinesiology, Sport & Recreation	934	1
PH	Pharmacy	553	1
SA	Faculté St. Jean	673	1
SC	Science	6042	6

**Total Undergraduate Students: 29,539**

**Students' Council Seats Available: 32**