



2002-10/12

**LEGISLATION**

2002-10/12a

SAMUEL/SMITH MOVE THAT Students' Council, upon the recommendation of the Financial Affairs Board and the Executive Committee, approve the proposed changes to Bylaw 4300 (FIRST Reading).

Please see document SC 02-10.03

2002-10/12b

SMITH/HUDEMA MOVE THAT Students' Council, upon the recommendation of the Executive Committee, approve the proposed Bylaw 7500 (FIRST Reading).

Please see document SC 02-10.04

2002-10/12c

SMITH/HUDEMA MOVE THAT Students' Council, upon the recommendation of the Executive Committee, approve the proposed changes to Bylaw 3200 (FIRST Reading).

Please see document SC 02-10.05

2002-10/12d

SMITH/HUDEMA MOVE THAT Students' Council, upon the recommendation of the Executive Committee, approve the proposed changes to Bylaw 5400 (FIRST Reading).

Please see document SC 02-10.06

2002-10/13

**OLD BUSINESS**

2002-10/14

**NEW BUSINESS**

2002-10/14a

SMITH/BRECHTEL MOVE THAT Students' Council appoint one (1) councilor to sit on the Chief Returning Officer selection committee. This committee will meet in early September.

2002-10/15

**INFORMATION ITEMS**

2002-10/16

**ANNOUNCEMENTS**

2002-10/16a

The September 3, 2002, Students' Council is cancelled.

2002-10/16a

**Next Council Meeting**

September 17, 2002

October 1, 2002

**UPCOMING  
COUNCIL  
MEETINGS**

**2002-10/16b**  
**UPCOMING FACULTY**  
**ASSOCIATION**  
**REPORTS**

Faculte Saint-Jean  
Law

**2002-10/17**

**ADJOURNMENT**

# STUDENTS' COUNCIL

Tuesday, August 6, 2002 – 6:00 PM  
Council Chambers 2-1 University Hall

MINUTES (SC 2002-09)

Faculty/Position	Name	6:00
President	Mike Hudema	✓
VP Academic	Mat Brechtel	✓
VP External	Anand Sharma	✓
VP Finance	Steve Smith	✓
VP Student Life	Kail Ross	✓
BoG Rep.	Mike Reid	✓
Agric/Forest/HomeEc		
Agric/Forest/HomeEc		
Arts	Chris Bolivar	✓
Arts	Kyle Kawanami	✓
Arts	James Knull	✓
Arts	Matt Oberhoffner (Aimie Meunier)	✓
Arts	Alexis Pepin	x
Arts	Laura Roberts	✓

Arts	Vivek Sharma	✓
Arts	Paul Welke	✓
Business	Jamie Kidston (Queenie Lung)	✓
Business	Meena Rajulu	✓
Business	Holly Tomte	✓
Education	Charles Beamish	✓
Education	Daljeet Chhina	✓
Education	Allison Ekdahl	✓
Education	Mandeep Gill	
Education	Janet Lo	
Engineering	Margaret Laffin	✓
Engineering	Paige Smith (Lee Gendron)	✓ (6:55)
Engineering	Jason Tobias	✗
Engineering	Michelle Vigeant	✓
Engineering	David Wepler	✗
Law	Paul Varga	✓ (6:10)
Residence Halls Association	George Slomp	✗
Medicine/Dentistry	Miranda Richardson	✗
Medicine/Dentistry	Jeffrey Cao	✗
Native Studies		
Nursing		

Open Studies		
Open Studies		
Pharmacy	Lanette Prediger	x
Rehabilitation Medicine	Adelaine Wong (Carla Webb)	✓ (6:10)
Faculté Saint-Jean	Lisa Clyburn	✓
Science	Chamila Adhihetty (Roman Kotovych)	✓
Science	Kimberly Dary (Emily Kraus)	✓
Science	Katie Grant (Lindsay Eales)	✓
Science	Aisha Khatib	✓
Science	Constantino Renzi	x
Science	Chris Samuel	✓
Science	Steven Schendel	✓
Science	Kimmy Williams	✓
President Athletics		
General Manager	Bill Smith	x
Speaker	Gregory Harlow	✓
Recording Secretary	Helen McGraw	✓

**MINUTES (SC 2002-09)****2002-09/1****CALL TO ORDER (6:00)****2002-09/6****APPROVAL OF THE AGENDA**

REID/KNOLL MOVED TO approve the agenda

**Carried****2002-09/8****APPROVAL OF THE MINUTES**

WELKE/WILLIAMS MOVED TO approve the minutes

P4:

**Sharma** has responded to all but 173 of the thousands of e-mails he has received, not 136.

**Samuel**, not **Sharma (Councilor)** inquired re: the status of the CFS report **Clyburn** also asked whether the SU would be involved in parent orientation (yes)

P5:

**Smith** asked whether the VP External had “plenty” of hearsay, not “punty,” as that wouldn’t make any sense at all.

Carried

2002-09/9

### **REPORTS**

#### **President (Mike Hudema):**

Off gallivanting in San Francisco last week. Checked out Eco Offices at UBC and Western. Met with Minister of Learning, Lyle Oberg today and received commitments to avoid deregulation. He is very open to consultation. The Universities Act will be reopened this year; we’d like to see more students on BoG. Eco Conference press release this Thursday at 11:00 in Horowitz – watch for us in the news! Looking to start Second Harvest free meal program.

#### **Vice-President Academic (Mat Brechtel):**

Creative report before council. CNS will look into the possibility of getting French-language capabilities on all campus keyboards. (please see LA 02-09.03)

#### **Vice-President External (Anand Sharma):**

I met with Lyle Oberg too! Everything is status quo for deregulation. Scott Winder will be the new CAUS coordinator; he’s working on the website now. Our policies are sometime inconsistent with those of CASA and CAUS; hoping to update some of those. Tuition document will be tabled on the 20<sup>th</sup>. U of S will be coming to visit. U Pass is a hot issue and I had to deal with it while Mike was gone. Now it’s his. Heh heh.

#### **Vice-President Operations and Finance (Steve Smith):**

Written report for those between the ages of 10 and adult attached. (please see LA 02-09.02)

#### **Vice-President Student-Life (Kail Ross):**

I was interviewed by Canadian Press today about the transition between High school and University and there’s a photo opp coming up. Hot stuff.

#### **Golden Bears and Panda’s Legacy Fund**

Written report attached (please see LA 02-09.01)

#### **Faculty of Arts (James Knull and Aimie Meunier):**

We’re in a major fundraising campaign, strengthening our CODA, and building bridges. Oct. 15-18 is Arts Week! We call it Octoberfest. It’s like Engineering

Week, but with Arts students instead. \$3199.33 worth of burgundy and buff Arts gear will be at the ASA office tomorrow afternoon. Huzzah.

**Faculty of Business (Holly Tomte):**

We're getting ready for our orientation on Sept. 12.

2002-09/10

**QUESTION PERIOD**

**Kawanami:** Will the fund for low-income students to attend the Ralph Nader talk be available to any student or only U of A students?

**Smith:** Any low-income person may apply for the fund.

**Welke:** Why is the American spelling of "colour" used in the U of A cheer song?

**Brechtel:** Many University documents use the American spellings; it's probably just an oversight.

**Hudema:** I do my best to triumph over the University's incompetence and pronounce the "u" anyway.

**Krauss:** Why does Pandas wrestling get less money from the Legacy Fund than the Bears?

**Smith:** The Bears are going to Germany; this is the only instance of discrimination between the two teams.

**Smith:** Didn't the VP Academic only win last meeting's Council Quotes through treachery and deceit, by seeing the question before it was released to the general public?

**Brechtel:** I'd like to defer to the VP gut feelings and hearsay, as these are the sole grounds on which this accusation is based.

**Sharma:** I'd like to defer?

**Kotovych:** Has the University considered a February convocation?

**Brechtel:** There is a smaller one after the fall term.

**Welke:** Are the minutes of the Golden Bears and Pandas Legacy Fund meeting public?

**Smith:** Not until they have been approved.

**Sharma (Councilor):** What are we doing to get more students on BoG?

**Hudema:** "Everything is on the table;" we're not sure how many more seats this means, but hopefully this will translate into more students on the committee. There is a big process changes to the Universities Act will have to go through before they are final.

**Kawanami:** When the Universities Act is changed, will we seek to have our fiduciary duty more explicitly stated to avoid many of the issues that arose last year?

**Smith:** Heck yeah.

**Meunier:** Why doesn't the exec understand the difference between sustainable development and environmental stewardship? (i.e. that sustainable development involves economic and social factors, as well as environmental)

**Hudema:** We attempt to refer to the upcoming conference as covering "environmental sustainable development" but sometimes that gets lost.

**Kotovych:** How was the penis show?

**Ross:** It was interesting. They disrobed and showed us their origami. I was enlightened, although I didn't try it at home because it looked painful and I'm a rookie.

**Smith:** Much like walking and chewing gum, it's not possible to perform penis origami and talk on the phone at the same time.

**Kawanami:** Will A&W in the expanded SUB be offering an expanded menu to enhance students' breakfast options?

**Smith:** Not to my knowledge.

2002-09/11

### APPROVAL OF EXECUTIVE COMMITTEE REPORT

Please see document SC 02-09.01

**Kawanami:** Money from the Student Groups Granting Committee can only fund U of A students; isn't it inconsistent for the Ralph Nader fund to follow different rules?

**Smith:** As it turns out, I was wrong; only U of A students are allowed. How convenient.

2002-09/14a

HUDEMA/SMITH moved that Students' Council approve the proposed Operating Budget for the Sustainability Office.

Please see document SC 02-09.02

**Smith:** Although I personally didn't vote for the president, many students did and often due to his green platform. Students like this.

**Khatib:** What are the possible negative repercussions of this office?

**Ross:** There are none, barring start-up costs. It's win-win!

**Schendel:** What are the \$1000 travel costs associated with the office?

**Meunier:** I'm all about sustainability, but is this really the best use of student money and are there perhaps better fundraising options?

**Bolivar:** What might be a ballpark figure for savings the SU can expect to see from this? How can we ensure the sustainability of the Sustainability Office in the hands of future execs? Printing costs seem awfully high for a sustainability office.

**Sharma (Councilor):** What are the projections for investment turnaround? How will this benefit students currently in their third and fourth years?

**Varga:** What, exactly, is contained in the guidelines for sustainable living?

**Sharma:** This office can have an important effect both on the SU and on the lives of students in general. Many other schools have sustainability offices; it's a shame that it's taken the U of A so long. I don't commend the president much, but I support him on this.

**Krauss:** Have you checked with the health board about whether students would in fact be allowed to use their own dishes at SUB food outlets? Residence tried to do this and was told that it was only permissible for coffee cups.

**Meunier:** How economically sustainable is this?

**Clyburn:** Will we be expected to spend this same amount on training each year?

**Smith:** Payback will range from one month to five years. Re: political sustainability: we don't have power over this, nor should we. Travel includes funds for attending various Eco Conferences which wouldn't be necessary each year.

**Kotovych:** Do we have a bylaw for the sustainability office? Will there be a provision for re-examining the sustainability office after a number of years?

**Bolivar:** If the environmental audit reveals that the economic costs of changes to SUB outweigh their benefits, will they still be done for the sake of the environment? Will this overlap the university's sustainability task force? Are we just hugging the same tree twice?

**Roberts:** We're getting caught up in the initial costs of setting up this office; let's focus on the long-term benefits. We'll have better funding opportunities once the office is established.

**Hudema:** The printing budget of \$3500 is associated with advertising this new service, publishing reports, etc. We're trying to move everything online to cut down on paper costs. The guides go above and beyond common environmental knowledge. The university supports us on this initiative and it doesn't overlap their taskforce. We haven't explicitly checked with the health board, but all indications are that this will be in compliance. This is a great way to consolidate different ideas regarding sustainability and should be revenue-generating in about 3 years. Even if not revenue-generating, this is something that students are really interested in.

**Webb:** I'm all about the environment. But the SU itself is a terrible waster of paper (e.g. many copies of things at council); will the SU be making an effort to reduce this?

**McGraw:** Efforts have been made this year to reduce the amount of paper used by council.

**Carried (27/6/0)**

2002-09/14b

SMITH/HUDEMA move that Students' Council approve the proposed Operating Agreement between the Students' Union and the Gateway Student Journalism Society.

Please see document SC 02-09.03

**Smith:** This is essentially the same as the document council approved in principle earlier this year. Some minor points added e.g. can't sublet, have to follow our operating policies, review commences earlier (all changes on advice of lawyer)

**Reid:** Who, at present owns the name "The Gateway?" How much did we sell it for or what royalties are we receiving?

**Kawanami:** Is the Gateway aware of the new smoking policies?

**Smith:** The Gateway staff are aware of the new smoking policy. "The Gateway" is owned by the SU, but the right to use it was transferred to the GSJS by referendum. As such, we don't receive royalties for it.

**Reid:** Did the question explicitly state that they would be allowed to use it for free? A lot of time and money was spent building up the reputation behind this name to just give it away.

**Smith:** Strictly speaking, we could have charged royalties, but it was implicit in the question that the right to use the name did not require royalties to be paid.

**Carried (24/7/1)**

**Smith** requested that it be minuted that the president is a dink. Unfortunately, this can't be done as it would be out of order.

**2002-09/16a**  
**UPCOMING**  
**COUNCIL**  
**MEETINGS**

**Next Council Meeting**  
August 20, 2002  
September 3, 2002

**2002-09/16b**  
**UPCOMING FACULTY**  
**ASSOCIATION**  
**REPORTS**

Education  
Engineering

**2002-09/17**

**ADJOURNMENT (7:20)**  
SHARMA/WELKE MOVED TO adjourn

Council Quotes...cha cha cha...

You know the drill by now (or if you don't, for shame). Be the first to contact the Recording Secretary ([hmcgraw@ualberta.ca](mailto:hmcgraw@ualberta.ca)) with the correct answer and win...something. But not necessarily promptly, as last week's winner, the VP Academic, who has yet to receive his prize, can attest. Your victory will be announced in the next minutes, unless I forget, as happened to Councilor Kawanami, who received no glory for his win two meetings ago.

To reward the diligence of those council members who helped us get our CRAP together after the council meeting:

Which councilor received more phone calls during the CRAP meeting than the Recording Secretary does in a typical week?

## Report of the Financial Affairs Board to Students' Council

The following motions were carried by the Financial Affairs Board at its meeting on August 8, 2002:

SAMUEL/DIXON move that the Financial Affairs Board approve the disbursement of \$55,775.00 from the APIRG Fund to the Alberta Public Interest Research Group.  
(4/0/2)

SAMUEL/MCVEA move that the Financial Affairs Board approve a loan, not to exceed \$5,000, to Chul-Ahn "Jimmy" Jeong for the purchase of a digital camera.  
(4/0/2)

SAMUEL/ROSS move that the Financial Affairs Board approve the proposed changes to Bylaw 4300.  
(3/0/3)

SAMUEL/DIXON move that the Financial Affairs Board approve the disbursement of the Gateway Journalism Fund to the Gateway Student Journalism Society for the 2002-2003 year.  
(3/0/3)

## Executive Committee Report to Students' Council

### **1. The following motions were passed at the August 6, 2002 Executive Committee Meeting:**

- a. SMITH/SHARMA MOVED THAT the Executive Committee approve the tabled policy relating to Coffee Purchasing.

### **2. The following motions were passed at the August 12, 2002 Executive Committee Meeting:**

- a. SMITH/ROSS MOVED THAT the Executive Committee approve the elimination of the 15,000.00 budgeted for the planned video conferencing equipment in the lower level meeting room in the current SUB expansion plans.
- b. SMITH/ROSS MOVED THAT the Executive Committee approve the proposed changes to bylaw 4300.

### **3. The following motions were passed at the August 14, 2002 Executive Committee Meeting**

- a. SMITH/ROSS move that the Executive Committee, approve a budgeted expenditure not to exceed \$846 for Mike Hudema to attend the Sustainable Campus Conference from September 26-28 in Kitchener-Waterloo, Ontario.
- b. SMITH/ROSS move that the Executive Committee, approve a budgeted expenditure not to exceed \$1,533 for Mathew Brechtel to attend the Canadian Academic Round Table II from September 18-22 in Lennoxville, Quebec.
- c. SMITH/BRECHTEL move that the Executive Committee, approve an expenditure of \$4,500 from the Special Projects Reserve to pay membership fees in the Canadian University Press for the 2000-2001 year, with said payment being contingent on an agreement from the Canadian University Press not to seek any additional membership payment from the Students' Union.

### **4. The following motions were passed at the August 15, 2002 Executive Committee Meeting**

- a. SMITH/ROSS MOVED THAT the Executive Committee approve the creation of Bylaw 7500 (Bylaw Respecting the Students' Union Environmental Co-ordination Office of Students).
- b. SMITH/BRECHTEL MOVED THAT the Executive Committee approve the proposed changes to Bylaw 3200 (Bylaw Respecting the Honoraria and Salaries Paid by the Students' Union to Term and Elected Employees)/
- c. SMITH BRECHTEL MOVED THAT the Executive Committee approve the proposed changes to Bylaw 5400 (Bylaw respecting the Nominating Committee of the Students' Union)

CURRENT

**Bylaw 4300**

**A Bylaw Respecting the Financial Affairs Board of the Students' Union**

- Short Title** 1. This Bylaw may be referred to as the "Financial Affairs Board Bylaw".
- Definitions** 2. a. "FAB" will mean the Financial Affairs Board;
- b. "Bylaws" or "Constitution" in this Bylaw will mean the Students' Union Constitution and Bylaws; and,
- c. "Board" will mean the Financial Affairs Board.
- Start-up** 2. a. The Financial Affairs Board will be appointed by Students' Council by June 30 of each year.
- b. The Incoming Chair of the Board will announce the date of the first meeting, and establish the dates of subsequent meetings.
- Mandate** 3. The Financial Affairs Board will:
- a. -Prepare a preliminary budget for the following fiscal year;
- b. Present documented recommendations to Students' Council on all financial matters referred to it by Students' Council, the Executive Committee, or the Vice-President Operations and Finance;
- c. Consider any matter which the Vice-President Operations and Finance or the Executive Committee believes is usefully considered by the Board;
- d. i. consider any financial item classified as a non-budget expense referred to it at the discretion of the Vice-President Operations and Finance prior to referral to Students' Council;
- ii. determine if funds for a non-budget expense are available, and if the funds are warranted, make recommendations to Students' Council;
- Composition** 4. The Financial Affairs Board will be composed of:
- a. The President;
- b. The Vice-President Operations and Finance;
- c. The Vice-President Academic;

May 4/01  
Aug 15/00  
Aug 20/96  
Jul 5/89

- d. The Vice-President External;
  - e. The Vice-President Student Life;
  - f. Three (3) Student Councillors. If no member(s) of Students' Council can be obtained after two (2) attempts to fill the required Councillor position(s), the Chair may, after June 30 of each year, appoint student(s)-at-large to fill the vacant position(s) on the Board;
  - g. Four (4) students-at-large; and,
  - h. The General Manager or their designee, as a non-voting member.
- Chair**
- 5. a. The Chair of the Financial Affairs Board will be the Vice-President Operations and Finance.
  - b. The Board shall elect one of its members to serve as Secretary to the Board.
  - c. Should the Chair be absent, their designee will be Chair, and in the absence of a designee, a member of the Board will be elected as chair at that meeting.
- Quorum**
- 6. a. Quorum at any meeting of the Board will be six (6) voting members and the Chair or acting Chair.
- Conduct of Business**
- 7. a. The Chair or any three (3) members of the Board may call a meeting. At least thirty-six (36) hours notice will be given to all members.
  - b. In the event of a tie vote, the Chair will decide the matter.
  - c. All Board agendas, minutes, and recommendations will be made available to Board members and Student Councillors, upon request.
  - d. Board policy decisions will not come into effect until after they have been approved by Students' Council.

May 4/01  
 Aug 15/00  
 Aug 20/96  
 Jul 5/89

**PROPOSED**

**Bylaw 4300**

**A Bylaw Respecting the Financial Affairs Board of the Students' Union**

- Short Title** 1. This Bylaw may be referred to as the "Financial Affairs Board Bylaw".
- Definitions** 2. a. "FAB" will mean the Financial Affairs Board;
- b. "Bylaws" or "Constitution" in this Bylaw will mean the Students' Union Constitution and Bylaws; and,
- c. "Board" will mean the Financial Affairs Board.
- Start-up** 2. a. The Financial Affairs Board will be appointed by Students' Council by June 30 of each year.
- b. The Incoming Chair of the Board will announce the date of the first meeting, and establish the dates of subsequent meetings.
- Mandate** 3. The Financial Affairs Board will:
- a. -Prepare a preliminary budget for the following fiscal year;
- b. Present documented recommendations to Students' Council on all financial matters referred to it by Students' Council, the Executive Committee, or the Vice-President Operations and Finance;
- c. Consider any matter which the Vice-President Operations and Finance or the Executive Committee believes is usefully considered by the Board;
- d. i. consider any financial item classified as a non-budget expense referred to it at the discretion of the Vice-President Operations and Finance prior to referral to Students' Council;
- ii. determine if funds for a non-budget expense are available, and if the funds are warranted, make recommendations to Students' Council;
- Composition** 4. The Financial Affairs Board will be composed of:
- a. ~~The President;~~
- a b. The Vice-President Operations and Finance;
- e. ~~The Vice-President Academic;~~

May 4/01  
Aug 15/00  
Aug 20/96  
Jul 5/89

~~d. The Vice-President External;~~

~~e. The Vice-President Student Life;~~

~~b f.~~ Three (3) Student Councillors. If no member(s) of Students' Council can be obtained after two (2) attempts to fill the required Councillor position(s), the Chair may, after June 30 of each year, appoint student(s)-at-large to fill the vacant position(s) on the Board;

~~c g.~~ Four (4) students-at-large; and,

~~h. The General Manager or their designee, as a non-voting member.~~

**Chair**

5.
  - a. The Chair of the Financial Affairs Board will be the Vice-President Operations and Finance.
  - b. The Board shall elect one of its members to serve as Secretary to the Board.
  - c. Should the Chair be absent, their designee will be Chair, and in the absence of a designee, a member of the Board will be elected as chair at that meeting.

**Quorum**

6.
  - a. Quorum at any meeting of the Board will be six (6) voting members and the Chair or acting Chair.

**Conduct of Business**

7.
  - a. The Chair or any three (3) members of the Board may call a meeting. At least thirty-six (36) hours notice will be given to all members.
  - b. In the event of a tie vote, the Chair will decide the matter.
  - c. All Board agendas, minutes, and recommendations will be made available to Board members and Student Councillors, upon request.
  - d. Board policy decisions will not come into effect until after they have been approved by Students' Council.

May 4/01  
 Aug 15/00  
 Aug 20/96  
 Jul 5/89

**Bylaw 7500****A Bylaw Respecting the Students' Union Environmental Co-ordination  
Office of Students**

- Short Title**            1.    This Bylaw may be referred to as the "ECOS Bylaw."
- Mandate**                2.    The Environmental Co-ordination Office of Students will:
- a.    Increase campus awareness of environmental issues and provide advice to students on the incorporation of environmental awareness into their everyday activities;
- b.    Provide advice to the Students' Union on how to increase its environmental efficiency; and
- c.    Create and monitor indicators to assess the Students' Union's and the University's performance on environmental issues.
- Selection of the Director**    3.    The Director will be selected in accordance with the criteria outlined in the Nominating Committee Bylaw (5400).
- Term of Office**            4.    a.    The term of office of the Director of ECOS will be from May 1 to April 30.
- Hours**                    5.    a.    Throughout his/her term of office, the Director will hold a minimum of thirty (30) hours per week in office time.
- Duties**                    6.    The Director will be responsible for:
- a.    The proper functioning of ECOS and the fulfillment of its mandate;
- b.    The proper care of Students' Union equipment and facilities used by ECOS;
- c.    Promotion of ECOS and the Students' Union within and outside the campus community;
- d.    The selection, screening, training, and evaluation of ECOS volunteers;

- e. Submitting monthly and final reports as required and in accordance with Bylaw 7000 (Student Services);
- f. The preparation and administration of the preliminary and final budget, and project budgets when required, in accordance with Bylaw 3100 (Conduct of Business). This includes abiding by the approved budget guidelines and explaining variance reports;
- g. Other duties as outlined in his/her contract, and as may be specified from time to time by the Executive Committee and Students' Council;

**Bylaw 3200**

**A Bylaw Respecting the Honoraria and Salaries Paid by the Students' Union to Term and Elected Employees**

- Short Title**            1.    This Bylaw may be referred to as the "Honoraria and Salaries Bylaw."
- Definitions**            2.    In this Bylaw:
- a. "Board" means the Financial Affairs Board, and includes a committee of the Board established in accordance with Section 3;
  - b. "Council" means the Students' Council;
  - c. "D.I.E. Board" means the Discipline, Interpretation and Enforcement Board;
  - d. "Fee for Services" means a payment or series of payments to a student not exceeding an aggregate of \$2,000.00 in any fiscal year, as payment for services rendered in accordance with a Bylaw or a written agreement executed pursuant to a Bylaw;
  - e. "Fiscal Year" has the same meaning as in the Conduct of Business Bylaw;
  - f. "Honorarium" means a single payment to a student as a token of appreciation for service rendered to the Students' Union, but it will not include any fee for services or salary payment;
  - g. "Salary" means a continuing series of periodic payments to a student or employee of the Students' Union as payment for services rendered, and directly proportional to the period of time which the services were rendered.
- Committee of Board**            3.    The Financial Affairs Board may constitute a committee of its members for the execution of any duty mentioned in this Bylaw, and that committee will comprise not less than five members of whom a minimum of two will be members of Council and a minimum of two will not be members of Council.

July 16/02  
May 4/01  
May 1/01  
May 3/00

- Concurrence of Council** 4. If the Board makes a decision that a payment be made pursuant to this or any other Bylaw, no payment will be made unless the decision is concurred with by a majority vote of Council on a motion to that effect.
- Function of Board** 5. a. Subject to Section 2, the Board:  
i. may decide the exact amount of an honorarium, salary or fee for service provided for by a Bylaw or motion of Council but whose value is not set;  
ii. may decide the amount of an honorarium or salary not provided by a Bylaw or motion of Council; and,  
iii. may recommend to Council variations in any Bylaws or motions of Council governing the terms or amounts of an honorarium, salary or fee for service.
- Honoraria Payable** 6. An honorarium may be paid to each of:  
a. Editor, Student Handbook;  
b. Any person whom Students' Council deems fit.
7. No honorarium may be paid to any person:  
a. Who is already in receipt of a salary; or,  
b. Who has already received, during that fiscal year, one or more honoraria with an aggregate value exceeding five hundred (\$500.00) dollars.
- Fees Payable** 8. A fee for service may be paid to any or all of:  
a. A member of the Discipline, Interpretation and Enforcement (D.I.E.) Board for participation in a proceeding of that Board;  
b. The Chief Returning Officer for conducting an election or referendum;  
c. Any person that Students' Council deems fit.

**Salaries  
Payable**

9.
  - a. A salary will be paid to the Speaker of the Students' Council in the amount of One Hundred Thirty (\$130.00) Dollars per meeting of Students' Council.
  - b. A salary will be paid to the Recording Secretary of the Students' Council in the amount of Seventy Nine Dollars Ninety Five (\$79.95) Cents per meeting of Students' Council.
  - c. A salary will be paid to a member of the Executive Committee in the amount of One Thousand Six Hundred Thirty Seven (\$1637.00) Dollars per month.
  - d. A salary will be paid to the Academic Affairs Coordinator in the amount of One Thousand Fifty Six (\$1056.00) Dollars per month from May 1 to August 31 and Nine Hundred Twenty Four (\$924.00) Dollars per month from September 1 to April 30
  - e. A salary will be paid to the Community Relations Coordinator in the amount of One Thousand Fifty Six (\$1056.00) Dollars per month from May 1 to August 31 and Nine Hundred Twenty Four (\$924.00) Dollars per month from September 1 to April 30.
  - f. A salary will be paid to the Food Bank Coordinator in the amount of One Thousand One Hundred Dollars (\$1100.00) per month. Half of this will be paid by the Graduate Students' Association and the other half will be paid by the Students' Union.
  - g. A salary will be paid to the Student Activities Coordinator in the amount of One Thousand Fifty Six (\$1056.00) Dollars per month from May 1 to August 31 and Nine Hundred Twenty Four (\$924.00) Dollars per month from September 1 to April 30.

July 16/02  
May 4/01  
May 1/01  
May 3/00

h. A salary will be paid to the Director of Information Registries in the amount of One Thousand Three Hundred and Nineteen (\$1319.00) Dollars per month.

i. A salary will be paid to the Associate Director of Information Registries (Admin.) in the amount of Eight Hundred Seventy Six (\$876.00) Dollars per month.

j. A salary will be paid to the Associate Director of Information Registries (Information) in the amount of Eight Hundred Seventy Six (\$876.00) Dollars per month.

k. A salary will be paid to the Director of the Student OmbudService in the amount of One Thousand Two Hundred Sixty Seven (\$1267.00) Dollars per month.

l. A salary will be paid to the Director of Safewalk in the amount of One Thousand Two Hundred and Ninety Four (\$1294.00) Dollars per month.

m. A salary will be paid to the Associate Director of Safewalk in the amount of Six Hundred Thirteen (\$613.00) Dollars per month.

n. A salary will be paid to the Director of Student Groups in the amount of One Thousand One Hundred and Eight (\$1108.00) Dollars per month.

o. A salary will be paid to the Associate Director of Student Groups in the amount of Six Hundred Thirteen (\$613.00) Dollars per month.

p. A salary will be paid to the Student Distress Centre Director Help in the amount of One Thousand Two Hundred and Ninety Four (\$1294.00) Dollars per month.

q. A salary will be paid to the Associate Director of the Student Distress Centre in the amount of Five Hundred Eighty (\$580.00) Dollars per month.

r. An honoraria will be paid to the Chief Returning Officer in the amount of Three Thousand Six Hundred (\$3600.00) Dollars for the term of May 1 to April 30,

s. An honoraria will be paid to each Deputy Returning Officer in the amount of One Thousand (\$1000.00) Dollars for the term of October 1 to April 30.

**Indexing**

10. Students' Council reserves the right to increase the salaries and honoraria embodied in this bylaw by an amount no greater than the cost of living settlement negotiated with the Canadian Union of Public Employees (CUPE) Local 1368.
11. Indexing adjustments approved by Students' Council are to be timed according to the indexing schedules embodied in the CUPE Local 1368/Students' Union Collective Agreement.
12. In the event that the Collective Agreement cited in Section 15 of this Bylaw does not take effect concurrently with the appointment of positions embodied in this Constitution, indexing adjustments will be made effective May 1 of the first year of the new Collective Agreement.

**Final Reports**

13. Students' Council may make a portion of an employee's honorarium or final monthly salary payable upon receipt of a final report by the Executive Committee

**Bylaw 3200**

**A Bylaw Respecting the Honoraria and Salaries Paid by the Students' Union to Term and Elected Employees**

- Short Title**            1.    This Bylaw may be referred to as the "Honoraria and Salaries Bylaw."
- Definitions**            2.    In this Bylaw:
- a. "Board" means the Financial Affairs Board, and includes a committee of the Board established in accordance with Section 3;
  - b. "Council" means the Students' Council;
  - c. "D.I.E. Board" means the Discipline, Interpretation and Enforcement Board;
  - d. "Fee for Services" means a payment or series of payments to a student not exceeding an aggregate of \$2,000.00 in any fiscal year, as payment for services rendered in accordance with a Bylaw or a written agreement executed pursuant to a Bylaw;
  - e. "Fiscal Year" has the same meaning as in the Conduct of Business Bylaw;
  - f. "Honorarium" means a single payment to a student as a token of appreciation for service rendered to the Students' Union, but it will not include any fee for services or salary payment;
  - g. "Salary" means a continuing series of periodic payments to a student or employee of the Students' Union as payment for services rendered, and directly proportional to the period of time which the services were rendered.
- Committee of Board**            3.    The Financial Affairs Board may constitute a committee of its members for the execution of any duty mentioned in this Bylaw, and that committee will comprise not less than five members of whom a minimum of two will be members of Council and a minimum of two will not be members of Council.

July 16/02  
May 4/01  
May 1/01  
May 3/00

- Concurrence of Council** 4. If the Board makes a decision that a payment be made pursuant to this or any other Bylaw, no payment will be made unless the decision is concurred with by a majority vote of Council on a motion to that effect.
- Function of Board** 5. a. Subject to Section 2, the Board:  
i. may decide the exact amount of an honorarium, salary or fee for service provided for by a Bylaw or motion of Council but whose value is not set;  
ii. may decide the amount of an honorarium or salary not provided by a Bylaw or motion of Council; and,  
iii. may recommend to Council variations in any Bylaws or motions of Council governing the terms or amounts of an honorarium, salary or fee for service.
- Honoraria Payable** 6. An honorarium may be paid to any person whom Students' Council deems fit. ~~each of:~~  
a. ~~Editor, Student Handbook;~~  
b. ~~Any person whom Students' Council deems fit.~~
7. No honorarium may be paid to any person:  
a. Who is already in receipt of a salary; or,  
b. Who has already received, during that fiscal year, one or more honoraria with an aggregate value exceeding five hundred (\$500.00) dollars.
- Fees Payable** 8. A fee for service may be paid to any or all of:  
a. A member of the Discipline, Interpretation and Enforcement (D.I.E.) Board for participation in a proceeding of that Board;  
b. The Chief Returning Officer for conducting an election or referendum;  
c. Any person that Students' Council deems fit.

**PROPOSED**

3200(3)

**Salaries  
Payable**

9.
  - a. A salary will be paid to the Speaker of the Students' Council in the amount of One Hundred Thirty (\$130.00) Dollars per meeting of Students' Council.
  - b. A salary will be paid to the Recording Secretary of the Students' Council in the amount of Seventy Nine Dollars Ninety Five (\$79.95) Cents per meeting of Students' Council.
  - c. A salary will be paid to a member of the Executive Committee in the amount of One Thousand Six Hundred Thirty Seven (\$1637.00) Dollars per month.
  - d. A salary will be paid to the Academic Affairs Coordinator in the amount of One Thousand Fifty Six (\$1056.00) Dollars per month from May 1 to August 31 and Nine Hundred Twenty Four (\$924.00) Dollars per month from September 1 to April 30
  - e. A salary will be paid to the Community Relations Coordinator in the amount of One Thousand Fifty Six (\$1056.00) Dollars per month from May 1 to August 31 and Nine Hundred Twenty Four (\$924.00) Dollars per month from September 1 to April 30.
  - f. A salary will be paid to the Food Bank Coordinator in the amount of One Thousand One Hundred Dollars (\$1100.00) per month. Half of this will be paid by the Graduate Students' Association and the other half will be paid by the Students' Union.
  - g. A salary will be paid to the Student Activities Coordinator in the amount of One Thousand Fifty Six (\$1056.00) Dollars per month from May 1 to August 31 and Nine Hundred Twenty Four (\$924.00) Dollars per month from September 1 to April 30.

July 16/02  
May 4/01  
May 1/01  
May 3/00

h. A salary will be paid to the Director of Information ~~Registries~~ Services in the amount of One Thousand Three Hundred and Nineteen (\$1319.00) Dollars per month.

i. A salary will be paid to the Associate Director of Information ~~Registries~~ Services (Admin.) in the amount of Eight Hundred Seventy Six (\$876.00) Dollars per month.

j. A salary will be paid to the Associate Director of Information ~~Registries~~ Services (Information) in the amount of Eight Hundred Seventy Six (\$876.00) Dollars per month.

k. A salary will be paid to the Director of the Student OmbudService in the amount of One Thousand Two Hundred Sixty Seven (\$1267.00) Dollars per month.

l. A salary will be paid to the Director of Safewalk in the amount of One Thousand Two Hundred and Ninety Four (\$1294.00) Dollars per month.

m. A salary will be paid to the Associate Director of Safewalk in the amount of Six Hundred Thirteen (\$613.00) Dollars per month.

n. A salary will be paid to the Director of Student Groups in the amount of One Thousand One Hundred and Eight (\$1108.00) Dollars per month.

o. A salary will be paid to the Associate Director of Student Groups in the amount of Six Hundred Thirteen (\$613.00) Dollars per month.

p. A salary will be paid to the Student Distress Centre Director Help in the amount of One Thousand Two Hundred and Ninety Four (\$1294.00) Dollars per month.

q. A salary will be paid to the Associate Director of the Student Distress Centre in the amount of Five Hundred Eighty (\$580.00) Dollars per month.

July 16/02  
May 4/01  
May 1/01  
May 3/00

r. A salary will be paid to the Director of the Environmental Coordination Office of Students in the amount of One Thousand One Hundred and Thirty-Three Dollars (\$1133.00) per month.

s. An honoraria will be paid to the Chief Returning Officer in the amount of Three Thousand Six Hundred (\$3600.00) Dollars for the term of May 1 to April 30,

t. An honoraria will be paid to each Deputy Returning Officer in the amount of One Thousand (\$1000.00) Dollars for the term of October 1 to April 30.

**Indexing**

10. Students' Council reserves the right to increase the salaries and honoraria embodied in this bylaw by an amount no greater than the cost of living settlement negotiated with the Canadian Union of Public Employees (CUPE) Local 1368.
11. Indexing adjustments approved by Students' Council are to be timed according to the indexing schedules embodied in the CUPE Local 1368/Students' Union Collective Agreement.
12. In the event that the Collective Agreement cited in Section 15 of this Bylaw does not take effect concurrently with the appointment of positions embodied in this Constitution, indexing adjustments will be made effective May 1 of the first year of the new Collective Agreement.

**Final Reports**

13. Students' Council may make a portion of an employee's honorarium or final monthly salary payable upon receipt of a final report by the Executive Committee

July 16/02  
May 4/01  
May 1/01  
May 3/00

**Bylaw 5400**

**A Bylaw Respecting the Nominating Committee of the Students' Union**

- Short Title** 1. This Bylaw may be referred to as the "Nominating Committee Bylaw."
- Definition** 2. In this bylaw:  
a. "Student-at-large" means any member of the Students' Union who is not a member of the Executive Committee, or Students' Council or is a paid employee of the Students' Union;  
b. "Council" means Students' Council;  
c. "Group" means Sub-committee.
- Start-up** 3. a. Sixteen (16) student-at-large members of the Nominating Committee will be recruited by the Student Activities Coordinator.  
b. Students' Council will, before 15 January in each year, select seventeen (17) voting members of Students' Council to serve as members of the Nominating Committee.  
c. The Executive Assistant or their designate will be responsible for setting the committee dates and time for each committee meeting.
- Mandate** 4. The Nominating Committee will be responsible for selecting candidates for paid term and student-at-large positions of the Students' Union, as outlined in this Bylaw, in a fair and unbiased manner.
- Composition and Duties** 5. The Nominating Committee will be divided into twenty one (21) autonomous groups, with duties as follows:
- Group 1  
Director of  
Information  
Services** a. Nominating Committee Group "1" will be responsible for a selecting a candidate for the following position:  
i. Director of the Information/Registries Services

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

**CURRENT**

5400 2

- b. Nominating Committee Group "1" for the Director of Information/Registries Services will consist of:
  - i. the outgoing President of the Executive Committee, as Chair;
  - ii. the incoming President of the Executive Committee;
  - iii. the Student Services Manager, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council; and,
  - vi. one (1) representative from Information Services, appointed by the Student Services Manager.

**Group 2  
Director of Student  
Distress Centre**

- a. Nominating Committee Group "2" will be responsible for selecting a candidate for the following position:
  - i. Director of Student Distress Centre;
- a. The Nominating Committee Group "2" for the Director of Student Help will consist of:
  - i. the outgoing President of the Executive Committee, as Chair;
  - ii. the incoming President of the Executive Committee;
  - iii. the Student Services Manager, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council; and,
  - vi. one (1) representative from Student Distress Centre, appointed by the Student Services Manager;
  - vii. one (1) representative from the Support Network's Distress Lines as a non-voting member.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

**CURRENT**

5400 3

**Group 3  
Director of Student  
OmbudService**

- a. Nominating Committee Group "3" will be responsible for selecting a candidate for the following position:
  - i. Director of Student OmbudService
  
- b. Nominating Committee Group "3" for the Director of Student OmbudService will consist of:
  - i. the outgoing President of the Executive Committee, as Chair;
  - ii. the incoming President of the Executive Committee;
  - iii. the Student Services Manager, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council;
  - vi. one (1) representative from the OmbudService, appointed by the Student Services Manager;
  - vii. the Dean of Students or designee, as a non-voting member.

**Group 4  
Director of  
Safewalk**

- a. Nominating Committee Group "4" will be responsible for selecting a candidate for the following position:
  - i. Director of Safewalk;
  
- b. Nominating Committee Group "4" for the Director of Safewalk will consist of:
  - i. the outgoing President of the Executive Committee, as Chair;
  - ii. the incoming President of the Executive Committee;
  - iii. the Student Services Manager, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council; and,
  - vi. one (1) representative from Safewalk, appointed by the Student Services Manager.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## CURRENT

5400 4

### **Group 5 Director of Student Groups**

- a. Nominating Committee Group "5" will be responsible for selecting a candidate for the following position:
  - i. Director of Student Groups
- b. Nominating Committee Group "5" for the Director of Student Groups will consist of:
  - i. the outgoing President of the Executive Committee, as Chair;
  - ii. the incoming President of the Executive Committee;
  - iii. the Student Services Manager, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council; and,
  - vi. one (1) representative from the Student Groups, appointed by the Student Services Manager;
  - vii. Dean of Students or Designee

### **Group 6 Academic Affairs Coordinator**

- a. Nominating Committee Group "6" will be responsible for selecting a candidate for the following position:
  - i. Academic Affairs Coordinator.
- b. Nominating Committee Group "6" will consist of:
  - i. the outgoing Vice-President Academic of the Executive Committee, as Chair;
  - ii. the incoming Vice-President Academic of the Executive Committee;
  - iii. one (1) student-at-large member;
  - iv. one (1) voting member of Students' Council.

### **Group 7 Community Relations Coordinator**

- a. Nominating Committee Group "7" will be responsible for selecting a candidate for the following position:
  - i. Community Relations Coordinator.
- b. Nominating Committee Group "7" will consist of:
  - i. the outgoing Vice-President External of the Executive Committee, as Chair;
  - ii. the incoming Vice-President External of the Executive Committee;
  - iii. one (1) student-at-large member;
  - iv. one (1) voting member of Students' Council.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## CURRENT

5400 5

### **Group 8 Student Activities Coordinator**

- a. Nominating Committee Group "8" will be responsible for selecting a candidate for the following position:
  - i. Student Activities Coordinator.
- b. Nominating Committee Group "8" will consist of:
  - i. the outgoing Vice-President Student Life of the Executive Committee, as Chair;
  - ii. the incoming Vice-President Student Life of the Executive Committee;
  - iii. one (1) student-at-large member;
  - iv. one (1) voting member of Students' Council.

### **Group 9 Financial Affairs Coordinator**

- a. Nominating Committee Group "9" will be responsible for selecting a candidate for the following position:
  - i. Financial Affairs Coordinator
- b. Nominating Committee Group "9" will consist of:
  - i. the outgoing Vice President Operations and Finance
  - ii. the incoming Vice President Operations and Finance;
  - iii. one (1) student-at-large member;
  - iv. one (1) voting member of Students' Council.

### **Group 10 Athletic Campus Event Coordinator**

- a. Nominating Committee Group "10" will be responsible for selecting a candidate for the following position:
  - i. Athletic Campus Event Coordinator
- a. Nominating Committee Group "10" will consist of:
  - i. the outgoing Vice-President Student Life of the Executive Committee, as Chair;
  - ii. the incoming Vice-President Student Life of the Executive Committee;
  - iii. one (1) voting member of Students' Council;
  - iv. the University Athletics Board President;
  - ii. the University of Alberta Marketing Manager of Athletics and Recreation or their designee.

### **Group 11 Speaker of Students' Council and Recording Secretary of SC**

- a. Nominating Committee Group "11" will be responsible for selecting a candidate for the following position:
  - i. Speaker of Students' Council; and
  - ii. Recording Secretary of Students' Council.

June 18/02 (IRB)

Jan 22/2002

May 7/01

Feb 6/2001

## CURRENT

5400 6

### **Group 12 Chief Returning Officer**

- b. Nominating Committee Group "11" will consist of:
  - i. the outgoing President of the Executive Committee, as Chair;
  - ii. the incoming President of the Executive Committee;
  - iii. one (1) student-at-large member;
  - iv. one (1) voting member of Students' Council; and
  - v. the outgoing Speaker of Students' Council, as an ex-officio member and non-voting member, for the selection of the Speaker of Students' Council only;
  - vi. the Executive Assistant, as an ex-officio member and non-voting member for the Selection of the Recording Secretary of Students' Council only.
- a. Nominating Committee Group "12" will be responsible for selecting a candidate for the following position:
  - i. Chief Returning Officer
- b. Nominating Committee "12" will consists of:
  - i. the outgoing President as Chair,
  - ii. the incoming President;
  - iii. one (1) student-at-large member;
  - iv. one (1) voting member of Students' Council;
  - v. outgoing Chief Returning Officer.

### **Group 13 Presidential Boards & Committees**

- a. Nominating Committee Group "13" will be responsible for selecting student-at-large members for the following:
  - i. Internal Review Board
- b. Nominating Committee Group "13" will consist of:
  - i. the outgoing President of the Executive Committee, as Chair;
  - ii. the incoming President of the Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

### **Group 14 Vice-President Academic Boards & Committees**

- a. Nominating Committee Group "14" will be responsible for selecting student-at-large members for the following:
  - i. Academic Affairs Board;
  - ii. Awards Selection Committee; and,
  - iii. University Standing Committees, as required.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

**CURRENT**

5400 7

- b. Nominating Committee Group "14" will consist of:
  - i. the outgoing Vice-President Academic of the Executive Committee, as Chair;
  - ii. the incoming Vice-President Academic of the Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

**Group 15  
Vice-President  
External Boards &  
Committees**

- a. Nominating Committee Group "15" will be responsible for selecting student-at-large members for the following:
  - i. External Affairs Board;
  - ii. Eugene Brody Funding Committee; and,
  - iii. University of Alberta Senate.

- b. Nominating Committee Group "15" will consist of:
  - i. the outgoing Vice-President External of the Executive Committee, as Chair;
  - ii. the incoming Vice-President External of the Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

**Group 16  
Vice-President  
Operations &  
Finance Boards &  
Committees**

- a. Nominating Committee Group "16" will be responsible for selecting student-at-large members for the following:
  - i. Financial Affairs Board;
  - ii. Golden Bear and Panda Legacy Fund Committee;
  - iii. Campus Recreation Enhancement Fund Committee;
  - iv. Access Fund Committee.

- b. Nominating Committee Group "16" will consist of:
  - i. the outgoing Vice-President Operations & Finance of the Executive Committee, as Chair;
  - ii. the incoming Vice-President Operations & Finance of the Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## CURRENT

5400 8

### **Group 17 Vice-President Student Life Boards & Committees**

- a. Nominating Committee Group "17" will be responsible for selecting student-at-large members for the following:
  - i. Student Life Board;
  - ii. Programming Committee;
  - iii. Student Groups Committee;
  
- b. Nominating Committee Group "17" will consist of:
  - i. the outgoing Vice-President Student Life of the Executive Committee, as Chair;
  - ii. the incoming Vice-President Student Life of the Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

### **Group 18 Associate Directors of Information, Exam and Housing Registries**

- a. Nominating Committee Group "18" will be responsible for selecting candidates for the following positions:
  - i. Associate Director of Information Registries;
  - ii. Associate Director of Exam Registries;
  - ii. Associate Director of Housing Registries.
  
- b. Nominating Committee Group "18" will consist of:
  - i. the Manager of Student Services, as Chair;
  - ii. the incoming Director as a voting member;
  - iii. the Vice-President Operations and Finance, as a voting member; and
  - iv. two (2) members of Information Registries (preferably outgoing Associate Directors) appointed by the Student Services Manager.

### **Group 19 Associate Director of Student Distress Centre**

- a. Nominating Committee Group "19" will be responsible for selecting a candidate for the following position:
  - i. Associate Director of Student Distress Centre

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

**CURRENT**

5400 9

- b. Nominating Committee Group "19" will consist of:
  - i. the Manager of Student Services, as Chair;
  - ii. the incoming Director, as a voting member;
  - iii. the Vice-President Student Life, as a voting member;
  - iv. two (2) Student Distress volunteers as voting members, appointed by the Student Services Manager.

**Group 20  
Associate Director  
of Safewalk**

- a. Nominating Committee Group "20" will be responsible for selecting a candidate for the following position:
  - i. Associate Director of Safewalk
- b. Nominating Committee Group "20" will consist of:
  - i. the Manager of Student Services, as Chair;
  - ii. the incoming Director, as a voting member;
  - iii. two (2) Safewalk volunteers as voting members, appointed by the Services Manager;
  - iv. the Vice-President Student Life, as a voting member.

**Group 21  
Associate Director  
of Student Groups**

- a. Nominating Committee Group "21" will be responsible for selecting a candidate for the following position:
  - i. Associate Director of Student Groups
- b. Nominating Committee Group "21" will consist of:
  - i. the Manager of Student Services, as Chair;
  - ii. the Vice-President Student Life, as a voting member;
  - iii. the incoming Director of Student Groups, as a voting member;
  - iv. the Dean of Students or designee, as a voting member;
  - v. one (1) member of a Student Group as a voting member, appointed by the Student Services Manager.

**Chair**

- 6. a. The chair shall be stipulated in each group and will vote only in the event of a tie vote.
- b. Should the Chair be absent, their designee will be Chair, and in the absence of a designee, a member of the Board will be elected as Chair at that meeting.

**Conflict of Interest**

- 7. a. Members of Nominating Committee will remove themselves from any selection Group for which they perceive a Conflict of Interest in which their impartiality may be affected.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## CURRENT

5400 10

### **Conduct of Business**

8.
  - a. Quorum shall be a majority of the voting members of each Nominating Committee.
  - b. An orientation seminar will be held for all members of Nominating Committee prior to 15 March each year, which will include training in interviewing and short-listing skills.
  - c. Nominating Committee will make every effort, prior to commencement of the interview process, to consult with the current Director, Coordinator, and/or the appropriate outgoing Vice-President concerning the position requirements. This will ensure the position requirements are met.
  - d. The Nominating Committee will advertise fully in two (2) consecutive issues of the Official Student Newspaper not less than one (1) week before the application deadline all positions available for students participation in the Students' Union. Use of other media is strongly encouraged.
  - e. The Nominating Committee will shortlist and select candidates only from the applications received.
  - f. Nominating Committee Groups "1" to "12" will meet at least one (1) week prior to Nominating Committee Groups "13" to "21". Unsuccessful applicants for positions considered in Groups "1" to "12" will be entitled to apply for positions contested in Groups "13" to "21".
  - g. The Executive Assistant or their designate will make every effort to notify applicants of the scheduled interview times, including the availability of the interviewing schedule with the Receptionist in the Executive Offices at least one (1) week prior to the commencement of interviews.
  - h. The recommendations of the Nominating Committee will be based on the following criteria:
    - i. qualifications of applicants;
    - ii. interest and enthusiasm;
    - iii. degree of involvement of applicants in student government to ensure widespread involvement of all interested students.
  - i. The candidates selected by the nominating committee will be forwarded to Students' Council for ratification.

June 18/02 (IRB)

Jan 22/2002

May 7/01

Feb 6/2001

**Bylaw 5400**

**A Bylaw Respecting the Nominating Committee of the Students' Union**

- Short Title** 1. This Bylaw may be referred to as the "Nominating Committee Bylaw."
- Definition** 2. In this bylaw:  
a. "Student-at-large" means any member of the Students' Union who is not a member of the Executive Committee, or Students' Council or is a paid employee of the Students' Union;  
b. "Council" means Students' Council;  
c. "Group" means Sub-committee.
- Start-up** 3. a. Sixteen (16) student-at-large members of the Nominating Committee will be recruited by the Student Activities Coordinator.  
b. Students' Council will, before 15 January in each year, select seventeen (17) voting members of Students' Council to serve as members of the Nominating Committee.  
c. The President ~~Executive Assistant~~ or their designate will be responsible for setting the committee dates and time for each committee meeting.
- Mandate** 4. The Nominating Committee will be responsible for selecting candidates for paid term and student-at-large positions of the Students' Union, as outlined in this Bylaw, in a fair and unbiased manner.
- Composition and Duties** 5. The Nominating Committee will be divided into twenty one (21) autonomous groups, with duties as follows:
- Group 1  
Director of  
Information  
Services** a. Nominating Committee Group "1" will be responsible for a selecting a candidate for the following position:  
i. Director of the Information/Registries Services

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## PROPOSED

5400 2

- b. Nominating Committee Group "1" for the Director of Information/~~Registries~~ Services will consist of:
  - i. the outgoing President of the Students' Union Executive Committee, as Chair;
  - ii. the incoming President of the Students' Union Executive Committee;
  - iii. the ~~Student Services Manager~~ General Manager or designate, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council; and,
  - vi. one (1) representative from Information Services, appointed by the General Manager or designate Student Services Manager.

### **Group 2 Director of Student Distress Centre**

- a. Nominating Committee Group "2" will be responsible for selecting a candidate for the following position:
  - i. Director of Student Distress Centre;
- a. The Nominating Committee Group "2" for the Director of Student Help will consist of:
  - i. the outgoing President of the Students' Union Executive Committee, as Chair;
  - ii. the incoming President of the Students' Union Executive Committee;
  - iii. the General Manager or designate Student Services Manager, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council; ~~and~~;
  - vi. one (1) representative from Student Distress Centre, appointed by the Student Services Manager; ~~and~~,
  - vii. one (1) representative from the Support Network's Distress Lines as a non-voting member.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## PROPOSED

5400 3

### **Group 3 Director of Student OmbudService**

- a. Nominating Committee Group "3" will be responsible for selecting a candidate for the following position:
  - i. Director of Student OmbudService
- b. Nominating Committee Group "3" for the Director of Student OmbudService will consist of:
  - i. the outgoing President of the Students' Union Executive Committee, as Chair;
  - ii. the incoming President of the Students' Union Executive Committee;
  - iii. the General Manager or designate Student Services Manager, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council;
  - vi. one (1) representative from the OmbudService, appointed by the General Manager or designate; and, Student Services Manager;
  - vii. the Dean of Students or designat~~ee~~, as a non-voting member.

### **Group 4 Director of Safewalk**

- a. Nominating Committee Group "4" will be responsible for selecting a candidate for the following position:
  - i. Director of Safewalk;
- b. Nominating Committee Group "4" for the Director of Safewalk will consist of:
  - i. the outgoing President of the Students' Union Executive Committee, as Chair;
  - ii. the incoming President of the Students' Union Executive Committee;
  - iii. the General Manager or designate Student Services Manager, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council; and,
  - vi. one (1) representative from Safewalk, appointed by the General Manager or designate Student Services Manager.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## PROPOSED

5400 4

### **Group 5 Director of Student Groups**

- a. Nominating Committee Group "5" will be responsible for selecting a candidate for the following position:
  - i. Director of Student Groups
- b. Nominating Committee Group "5" for the Director of Student Groups will consist of:
  - i. the outgoing President of the Students' Union Executive Committee, as Chair;
  - ii. the incoming President of the Students' Union Executive Committee;
  - iii. the General Manager or designate Student Services Manager, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council; ~~and~~,
  - vi. one (1) representative from the Student Groups, appointed by the General Manager or designate; ~~and~~, Student Services Manager;
  - vii. the Dean of Students or Designate

### **Group 6 Director of the Environmental Co- ordination Office of Students**

- a. Nominating Group "6" will be responsible for selecting a candidate for the following position:
  - i. Director of the Environmental Co-ordination Office of Students
- b. Nominating Committee Group "6" for the Director of the Environmental Co-ordination Office of Students will consist of:
  - i. The outgoing President on the Students' Union, as chair;
  - ii. the incoming President of the Students' Union;
  - iii. the General Manager or designate, as a non-voting member;
  - iv. one (1) student-at-large member;
  - v. one (1) voting member of Students' Council; and
  - vi. one (1) representative from the Environmental Coordination Office of Students, appointed by the General Manager or designate.

### **Group 76 Academic Affairs Coordinator**

- a. Nominating Committee Group "76" will be responsible for selecting a candidate for the following position:
  - i. Academic Affairs Coordinator.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

**PROPOSED**

5400 5

- b. Nominating Committee Group "6" will consist of:
  - i. the outgoing Vice-President Academic of the Students' Union Executive Committee, as Chair;
  - ii. the incoming Vice-President Academic of the Students' Union Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

**Group 87  
Community  
Relations  
Coordinator**

- a. Nominating Committee Group "87" will be responsible for selecting a candidate for the following position:
  - i. Community Relations Coordinator.

- b. Nominating Committee Group "87" will consist of:
  - i. the outgoing Vice-President External of the Students' Union Executive Committee, as Chair;
  - ii. the incoming Vice-President External of the Students' Union Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

**Group 98  
Student Activities  
Coordinator**

- a. Nominating Committee Group "98" will be responsible for selecting a candidate for the following position:
  - i. Student Activities Coordinator.

- b. Nominating Committee Group "8" will consist of:
  - i. the outgoing Vice-President Student Life of the Students' Union Executive Committee, as Chair;
  - ii. the incoming Vice-President Student Life of the Students' Union Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## PROPOSED

5400 6

### **Group 9 Financial Affairs Coordinator**

- ~~a. Nominating Committee Group "9" will be responsible for selecting a candidate for the following position;~~
  - ~~i. Financial Affairs Coordinator~~
- ~~b. Nominating Committee Group "9" will consist of:~~
  - ~~i. the outgoing Vice President Operations  
and Finance~~
  - ~~ii. the incoming Vice President Operations and  
Finance;~~
  - ~~iii. one (1) student-at-large member;~~
  - ~~iv. one (1) voting member of Students' Council.~~

### **Group 10 Athletic Campus Event Coordinator**

- a. Nominating Committee Group "10" will be responsible for selecting a candidate for the following position:
  - i. Athletic Campus Event Coordinator
- b. Nominating Committee Group "10" will consist of:
  - i. the outgoing Vice-President Student Life of the Students' Union Executive Committee, as Chair;
  - ii. the incoming Vice-President Student Life of the Students' Union Executive Committee;
  - iii. one (1) voting member of Students' Council;
  - iv. the University Athletics Board President; and,
  - v. the University of Alberta Marketing Manager of Athletics and Recreation or their designee.

### **Group 11 Speaker of Students' Council and Recording Secretary of SC**

- a. Nominating Committee Group "11" will be responsible for selecting a candidate for the following position:
  - i. Speaker of Students' Council; and
  - ii. Recording Secretary of Students' Council.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## PROPOSED

5400 7

- b. Nominating Committee Group "11" will consist of:
  - i. the outgoing President of the Students' Union Executive Committee, as Chair;
  - ii. the incoming President of the Students' Union Executive Committee;
  - iii. one (1) student-at-large member;
  - iv. one (1) voting member of Students' Council; and
  - v. the outgoing Speaker of Students' Council, as an ex-officio member and non-voting member, for the selection of the Speaker of Students' Council only;
  - vi. the Executive Assistant, as an ex-officio member and non-voting member for the Selection of the Recording Secretary of Students' Council only.

### **Group 12 Chief Returning Officer**

- a. Nominating Committee Group "12" will be responsible for selecting a candidate for the following position:
  - i. Chief Returning Officer
- b. Nominating Committee "12" will consists of:
  - i. the outgoing President of the Students' Union as Chair,
  - ii. the incoming President of the Students' Union;
  - iii. one (1) student-at-large member;
  - iv. one (1) voting member of Students' Council; and,
  - v. the outgoing Chief Returning Officer.

### **Group 13 Presidential Boards & Committees**

- a. Nominating Committee Group "13" will be responsible for selecting student-at-large members for the following:
  - i. Internal Review Board
- b. Nominating Committee Group "13" will consist of:
  - i. the outgoing President of the Students' Union Executive Committee, as Chair;
  - ii. the incoming President of the Students' Union Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## PROPOSED

5400 8

### **Group 14 Vice-President Academic Boards & Committees**

- a. Nominating Committee Group "14" will be responsible for selecting student-at-large members for the following:
  - i. Academic Affairs Board;
  - ii. Awards Selection Committee; and,
  - iii. University Standing Committees, as required.
- b. Nominating Committee Group "14" will consist of:
  - i. the outgoing Vice-President Academic of the Students' Union Executive Committee, as Chair;
  - ii. the incoming Vice-President Academic of the Students' Union Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

### **Group 15 Vice-President External Boards & Committees**

- a. Nominating Committee Group "15" will be responsible for selecting student-at-large members for the following:
  - i. External Affairs Board;
  - ii. Eugene Brody Funding Committee; and,
  - iii. University of Alberta Senate.
- b. Nominating Committee Group "15" will consist of:
  - i. the outgoing Vice-President External of the Students' Union Executive Committee, as Chair;
  - ii. the incoming Vice-President External of the Students' Union Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

### **Group 16 Vice-President Operations & Finance Boards & Committees**

- a. Nominating Committee Group "16" will be responsible for selecting student-at-large members for the following:
  - i. Financial Affairs Board;
  - ii. Golden Bear and Panda Legacy Fund Committee;
  - iii. Campus Recreation Enhancement Fund Committee;
  - iv. Access Fund Committee.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

**PROPOSED**

5400 9

- b. Nominating Committee Group "16" will consist of:
  - i. the outgoing Vice-President Operations & Finance of the Students' Union Executive Committee, as Chair;
  - ii. the incoming Vice-President Operations & Finance of the Students' Union Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

**Group 17  
Vice-President  
Student Life  
Boards &  
Committees**

- a. Nominating Committee Group "17" will be responsible for selecting student-at-large members for the following:
  - i. Student Life Board;
  - ii. Programming Committee;
  - iii. Student Groups Committee;

- b. Nominating Committee Group "17" will consist of:
  - i. the outgoing Vice-President Student Life of the Students' Union Executive Committee, as Chair;
  - ii. the incoming Vice-President Student Life of the Students' Union Executive Committee;
  - iii. one (1) student-at-large member; and,
  - iv. one (1) voting member of Students' Council.

**Group 18  
Associate Directors  
of Information  
Services, ~~Exam and~~  
~~Housing Registries~~**

- a. Nominating Committee Group "18" will be responsible for selecting candidates for the following positions:
  - i. Associate Director (Administration) of Information Services Registries;
  - ii. Associate Director (Information) of Information Services Exam Registries;
  - ii. ~~Associate Director of Housing Registries.~~

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## PROPOSED

5400 10

- b. Nominating Committee Group "18" will consist of:
  - i. the Manager of Student Services, as Chair;
  - ii. the incoming Director as a voting member;
  - iii. the Vice-President Operations and Finance, as a voting member; and
  - iv. two (2) members of Information Registries (preferably outgoing Associate Directors) appointed by the Student Services Manager.

### **Group 19 Associate Director of the Student Distress Centre**

- a. Nominating Committee Group "19" will be responsible for selecting a candidate for the following position:
  - i. Associate Director of Student Distress Centre
- b. Nominating Committee Group "19" will consist of:
  - i. the General Manager or designate Manager of Student Services, as Chair;
  - ii. the incoming Director of the Student Distress Centre, as a voting member;
  - iii. the incoming Vice-President Student Life of the Students' Union, as a voting member; and,
  - iv. two (2) Student Distress volunteers as voting members, appointed by the General Manager or designate Student Services Manager.

### **Group 20 Associate Director of Safewalk**

- a. Nominating Committee Group "20" will be responsible for selecting a candidate for the following position:
  - i. Associate Director of Safewalk
- b. Nominating Committee Group "20" will consist of:
  - i. the General Manager or designate Manager of Student Services, as Chair;
  - ii. the incoming Director of Safewalk, as a voting member;
  - iii. two (2) Safewalk volunteers as voting members, appointed by the General Manager or designate; and, Services Manager;
  - iv. the incoming Vice-President Student Life of the Students' Union, as a voting member.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001

## PROPOSED

5400 11

### **Group 21 Associate Director of Student Groups**

- a. Nominating Committee Group "21" will be responsible for selecting a candidate for the following position:
  - i. Associate Director of Student Groups
- b. Nominating Committee Group "21" will consist of:
  - i. the General Manager or designate Manager of Student Services, as Chair;
  - ii. the incoming Vice-President Student Life of the Students' Union, as a voting member;
  - iii. the incoming Director of Student Groups, as a voting member;
  - iv. the Dean of Students or ~~designateee~~, as a voting member;
  - v. one (1) member of a Student Group as a voting member, appointed by the General Manager or designate Student Services Manager.

### **Chair**

6.
  - a. The chair shall be stipulated in each group and will vote only in the event of a tie vote.
  - b. Should the Chair be absent, their designee will be Chair, and in the absence of a designee, a member of the Board will be elected as Chair at that meeting.

### **Conflict of Interest**

7.
  - a. Members of Nominating Committee will remove themselves from any selection Group for which they perceive a Conflict of Interest in which their impartiality may be affected.

### **Conduct of Business**

8.
  - a. Quorum shall be a majority of the voting members of each Nominating Committee.
  - b. An orientation seminar will be held for all members of Nominating Committee prior to 15 March each year, which will include training in interviewing and short-listing skills.
  - c. Nominating Committee will make every effort, prior to commencement of the interview process, to consult with the current Director, Coordinator, and/or the appropriate outgoing Vice-President concerning the position requirements. This will ensure the position requirements are met.
  - d. The Nominating Committee will advertise fully in two (2) consecutive issues of the Official Student Newspaper not less than one (1) week before the application deadline all positions available for students participation in the Students' Union. ~~Use of other media is strongly encouraged.~~

June 18/02 (IRB)

Jan 22/2002

May 7/01

Feb 6/2001

## PROPOSED

5400 12

- e. The Nominating Committee will shortlist and select candidates only from the applications received.
- f. Nominating Committee Groups "1" to "12" will meet at least one (1) week prior to Nominating Committee Groups "13" to "21". Unsuccessful applicants for positions considered in Groups "1" to "12" will be entitled to apply for positions contested in Groups "13" to "21".
- g. The ~~President Executive Assistant~~ or their designate will make every effort to notify applicants of the scheduled interview times, including the availability of the interviewing schedule with the Receptionist in the Executive Offices at least one (1) week prior to the commencement of interviews.
- h. The recommendations of the Nominating Committee will be based on the following criteria:
  - i. qualifications of applicants;
  - ii. interest and enthusiasm;
  - iii. degree of involvement of applicants in student government to ensure widespread involvement of all interested students.
- i. The candidates selected by the nominating committee will be forwarded to Students' Council for ratification.

June 18/02 (IRB)  
Jan 22/2002  
May 7/01  
Feb 6/2001