

STUDENTS' COUNCIL

**Tuesday July 8, 2003 – 6:00PM
Council Chambers 2-1 University Hall**

A G E N D A (SC 2003-07)

- 2003-07/1** **CALL TO ORDER**
- 2003-07/2** **NATIONAL ANTHEM "O Canada:"**
- 2003-07/3** **University of Alberta CHEER SONG "Ring Out a Cheer"**
- 2003-07/4** **STUDENTS' UNION CREDO**
- 2003-07/5** **SPEAKER'S BUSINESS**
- 2003-07/6** **ROLL CALL**
- 2003-07/7** **APPROVAL OF THE AGENDA**
- 2003-07/8** **PRESENTATION AND DISCUSSION**
- 2003-07/9** **APPROVAL OF THE MINUTES**
- 2003-07/9a** Attendance from June 10, 2003, meeting.

Please bring June 10, 2003, minutes.
- 2003-07/9b** Minutes from June 24, 2003, meeting.
- 2003-07/10** **QUESTION PERIOD**
- 2003-07/11** **APPROVAL OF EXECUTIVE COMMITTEE REPORT (MINUTES)**

Please see document SC 03-07.01
- 2003-07/12** **APPROVAL OF STUDENTS' UNION BOARDS AND COMMITTEES
REPORTS**

- 2003-07/12a** CRAP Recommendations (2003-2004)
Please see document SC 03-07.02
- 2003-07/12b** Eugene L. Brody Committee Report
Please see document SC 03-07.03
- 2003-07/12c** Golden Bears & Pandas Legacy Fund Committee Report
Please see document SC 03-07.04
- 2003-07/13** **OLD BUSINESS**
- 2003-07/14** **LEGISLATION**
- 2003-07/14a** **COOK/ABBOUD MOVED THAT** Students' Council adopt Bylaw 1400 relating to the Audit Committee of the Students' Union. (FIRST Reading)
Please see document SC 03-07.05
- 2003-07/14b** **COOK/ABBOUD MOVED THAT** Students' Council approve the proposed changes to Bylaw 1100. (FIRST Reading)
Please see document SC 03-07.06
- 2003-07/14c** **COOK/ABBOUD MOVED THAT** Students' Council approve the proposed changes to Bylaw 3100. (FIRST Reading)
Please see document SC 03-07.07
- 2003-07/14d** **BOTTEN/LO MOVED THAT** Student's Council approve the proposed changes to Bylaw 3200. (FIRST Reading)
Please see document SC 03-07.08
- 2003-07/14e** **SMITH MOVED THAT** Students' Council, upon the recommendation of the External Affairs Board, adopt the proposed political policies regarding Medium of Communication, Powers Regarding Bylaws, the Mandate of Students' Associations, and Board of Governors Fee Assessment Powers. (FIRST Reading)
Please see document SC 03-07.09
- 2003-07/15** **NEW BUSINESS**

- 2003-07/15a** **ABBOUD/SMITH MOVED THAT** Students' Council direct the External Affairs Board to oversee the organization and execution of a public awareness campaign regarding Bill 43, with a particular focus on the proposed removal of the tuition cap from provincial legislation, to be presented to Students' Council not later than August 26, 2003, and to commence not later than September 3, 2003.
- 2003-07/15b** **WALLANCE/HIGGENS MOVED THAT** council approve, upon the recommendation of the Eugene L. Brody Committee, a \$1500 donation to Shinerama 2003
- 2003-07/15c** **MAH/LO MOVED THAT** Students' Council approve the appointment of Kevin Petterson (Councillor) and Mat Sadler (Student at Large) to the hiring committee for the Athletics Campus Promotions Coordinators.
- 2003-07/15d** **BOTTEN/SMITH MOVED THAT** Students' Council approve a transfer of \$2,650.00 from the Access Fund Reserve to the Capital Equipment Reserve.
- 2003-07/15e** **BOTTEN/COOK MOVED THAT** Students' Council, upon the recommendation of the Financial Affairs Board, approve the proposed Final Operating, Capital & Non-Dedicated Reserve Budget for the 2003/2004 fiscal year.
- 2003-07/16** **REPORTS**
- 2003-07/17** **INFORMATION ITEMS**
- 2003-07/18** **ANNOUNCEMENTS**
- 2003-07/18a** **Next Council Meeting**
- UPCOMING COUNCIL MEETINGS**
- July 22, 2003 – 6:00PM
 - August 5, 2003 – 6:00PM
- 2003-07/18b**
- UPCOMING FACULTY ASSOCIATION REPORTS**
- Rehabilitation Medicine
 - Residence Halls Association
- 2003-07/19** **ADJOURNMENT**

STUDENTS' COUNCIL

Tuesday June 24, 2003, 6:00pm
Council Chambers 2-1 University Hall

MINUTES (SC 2003-06)

Faculty/Position	Name	Present/ Absent	Vote #1
President	Mat Brechtel		
VP Academic	Janet Lo		
VP External	Chris Samuel		X
VP Finance	Tyler Botten		X
VP Student Life	Jadene Mah		
BoG Undergrad Rep.	Roman Kotovych		
University of Alberta Athletics Board Exec Officer	Kevin Petterson		
Agric/Forest/HomeEc	Paul Reikie	X	
Arts	Alex Abboud		
Arts	Chris Bolivar (Kyle Kwanami)		
Arts	Adam Kaasa	X	
Arts	Erin Kelly	X	
Arts	James Knull (Chris Jonstone)		X
Arts	Chris Laver		X

Arts	Terra Melnyk		X
Arts	Heather Wallace		X
Arts	Paul Welke		X
Business	Adam Cook		
Business	Steve Smith		X
Education	Charles Beamish	X	
Education	Allison Ekdahl		X
Education	Mandeep Gill	X	
Education	Christine Wudarck		X
Education			
Engineering	Josh Bazin		X
Engineering	Paige Smith		
Engineering	David Wepler (Margaret Laffin)		Abstain
Engineering	Matthew Wildcat (Angela Thomas)		X
Law	Dean Hutchison		
Residence Halls Association	Samantha Kelch (Kyla Rice)		
Medicine/Dentistry	Jesse Pewarchuk (Stephen Congly)		
Medicine/Dentistry	Rosalind Ting	X	
Native Studies (School of	Valerie Kanaga	X	
Nursing			
Nursing			
Open Studies			

Open Studies			
Pharmacy			
Physical Education	Holly Higgins		
Rehabilitation Medicine	Sarah Booth		
Faculté Saint-Jean	Zita Dube		X
Science	Anne Aspler		X
Science	Tereza Elyas		
Science	Aisha Khatib		
Science	James Meeker		X
Science	Shawna Pandya (Matthew Eaton)		X
Science	Elaine Poon (Talwar Sundeep)		X
Science	Steven Schendel		X
Science	Duncan Taylor (Justin Kehoe)		
Science	LeeAnn Lim		
President Athletics			
General Manager	Bill Smith	X	
Speaker	Gregory Harlow		
Recording Secretary	Shirley Ngo		

Guests of Council: Teodora Alampi, Chad Moore, Chris Jones

2003-06/1

CALL TO ORDER

Meeting is called to order at 6:00pm

2003-06/2

NATIONAL ANTHEM "O Canada:"

DUBE led singing of the national anthem, "O Canada".

2003-06/3

University of Alberta CHEER SONG "Ring Out a Cheer"

KAWANAMI led the singing of the U of A Cheer song, "Ring Out a Cheer".

2003-06/4

STUDENTS' UNION CREDO

2003-06/5

SMITH led the reading of the Students' Union Credo

SPEAKER'S BUSINESS

Resignation from Valerie Kanaga – Due to time constraints and the requirement to be out of town during the summer, she will not be able to attend many of the meetings so she has decided to resign from council.

There are also attendance issues that need to be dealt with tonight. The 3 members - Reike, Kaasa and Ting have not been attending the meetings. According to our bylaws, they are now removed from Students' Council. Bylaw 100 is very explicit and leaves me no room for exceptions. Their seats are now vacant. If council does not like this, I recommend they take this up with CRAP.

There will be a CRAP meeting today after this meeting.

2003-06/7

APPROVAL OF THE AGENDA

LO/SAMUEL MOVED THAT the agenda be approved

KAWANAMI/SMITH MOVED THAT items 14a and 14b and 15b be special orders.

BOTTEN/SMITH MOVED THAT item 15c be added to the agenda, upon the recommendation of the Nominating Committee, ratify the selection of Jamie Matheos as a student at large member of the Golden Bear & Panda Legacy Fund Committee.

KAWANAMI – The reason why items 14a, b and 15b should be attended is because, well, I have always considered democracy to be pressing and urgent. The point is that these things were attended by the previous council, if we leave them too long, it may be forgotten. It is important to settle these questions early so we know how much money is being dealt with. Also, the budget is coming forward next meeting so we need to know this.

BRECHTEL – The resolution passed sometime ago, it is important. A lot of this has to be done over the summer. The first step in the process that hopefully won't take up too much time over the summer.

BOTTEN/LO – The Gold Bear Legacy Fund Committee will be meeting this Thursday to discuss the funds that will be given to the teams so it will be nice to show up with a full committee.

Motion is carried.

SAMUEL – Roll Call!

Speaker – To go through a roll call for every one of them will add an enormous amount of time to our schedule. So when the chair feels that the roll call is important then it will occur. SAMUEL - I would like to challenge the chair. I think the roll call vote will serve a purpose to see who is here at the meeting and it doesn't appear to me that we have reached our high point for democratic credibility.

Speaker – I am going to hold that this is out of order. (15 with chair/13 opposed of withholding the chair.)

Approval of the agenda is carried.

2003-06/9

APPROVAL OF THE MINUTES

KOTOYVCH/SAMUEL MOVED THAT the minutes be approved. **DUBE/WELKE MOVED TO STRIKE** the section from the 2003-05 minutes under the Question Period, page 2, the dialogue between Dube and Kotovych. **MELNYK** – My name is spelled incorrectly at the bottom of the page 3, 2003/05 minutes.

SMITH – Why is the attendance missing from the minutes?

Recording Secretary – I have no idea.

SMITH/BAZIN MOVED THAT the approval of the minutes be postponed until July 8, 2003.

Carried.

2003-03/10

QUESTION PERIOD

WALLACE – I was wondering about the progress of the U pass. NAIT has decided that they aren't interested? Is there a backup plan about this and what is the progress on it? **SAMUEL** – Meeting with the people at ETS was a good meeting to have. She provided us with some insight to what may happen. As far as what we are doing in the future, we are looking for alternate sources of funding and we will be looking at why ETS gave us the price they did. As far as the whole NAIT pulling out thing, this year's current executive doesn't even want to pool the students. The NAIT president has made it quite clear he is inflexible on the issue. In particular, UBC and U of C are 2 institutions that we are looking towards. However their transit department is unwilling to release their numbers. (U of C pays 58 dollars a term). I've got a meeting with councilor Langley in the near future. I know that Grant McEwan executive is excited about this.

ABBOUD – The focus on our lobbying on bill 43 are on smaller issues. A number of my constituents feel that they are in the dark on this. So how are you going to let people become more aware of this?

SAMUEL - One of the pitfalls of lobbying is that it occurs behind closed doors. We've had a meeting and the goal is to build support from a very broad base. As far as what we are doing for the internal community, it's a difficult time because there is a small number of people on campus. If the councilor has any suggestions on how we can more effectively do that, I would encourage the councilors to talk to their constituents about it.

SMITH – Pleased to hear that the legal review of the Internal Review Board is very time sensitive. I am wondering if the President will apologize to IRB for negligence, also, in the future how long will the IRB allow its chair to fulfill basic functions like sending emails

BRECHTEL – The first 2 questions, my report to council goes over some of it. No, I'm not going to go through it all. The date the IRB set for having the letters returned was July 1, there will be at least a month for the people that got the letter to respond, so I gave it lower priority. Will I apologize for negligence or contempt? I will apologize for negligence because I should have more time in my day. How long in the future? Hopefully this will spark discussion to see how long it will have things done in the future. Some of the emails were sent off today.

DUBE – Do we have any bands yet? **MAH** – We are in negotiations right now, we will have a better idea towards end of July. Last year we didn't actually have a band on paper until late August. You can submit a proposal or offer for a band on a given date and the agent will sit on that and try to solicit other venues and will try to get the higher bid. Us being a school, it leaves us in a bit of a disadvantage. We are competing with NAIT for bands.

CONGLY – Can you describe the APC differential that will be judged

BRECHTEL - If any new proposals are coming, here are the things that you have to meet. The 2 things that were most notable to me, is that they have to go to the students and discuss it with them. Afterwards, they have to discuss it with the students again. If we do run a website, we have to put that in the proposal. In the proposal they have to detail what kind of student support they have to back up the differential proposals.

WELKE – In our efforts to increase people being able to bike. Are we going to take into account any safety measures?

MAH –Yes. The year of the bike – it is a campaign of safety and transportation. We are looking at setting up some tables and tents with campus security and maybe United Cycle to give bike safety info. We are also looking at setting up programs for people to learn about bike safety.

MELNYK – How far does your report go into discussing Bill 43 and why it is such a big deal?

SAMUEL – I will be posting links to actual links themselves. There will be contact information there so if you have further questions, you can contact myself.

LAVER – What efforts has there been made for urban rep at WOW?

MAH – Please clarify urban rep for me?

LAVER – Modern progressive music, hip hop....etc.

MAH - We have to make sure we are offering something for everyone. We have been debating if we want to bring in a live event or bringing a DJ. A DJ will cost more, with the setup of the lights.

KOTOVYCH – As you know, the City of Edmonton is moving to a smoke free environment in restaurants. Will the SU be following suit?

BOTTEN – I haven't given this thought yet. I will have something to report to council in 2 weeks to see where our operations may go.

KAWANAMI – What progress has been made on all those scholarships we were told about (print-on-demand)?

LO – Our President is the primary on that and I am the Secondary. It is pushed onto our July list of things to do.

KAWANAMI – Regarding the U pass, have you explored the option of some sort of park and ride option, due to congested traffic?

SAMUEL – Yes.

2003-06/11
2003-06/11a

APPROVAL OF EXECUTIVE COMMITTEE REPORT

KAWANAMI – Wondering if the space will be used for constructive purposes?

KOTOVYCH – This has been in the works since March. Use of the office is mandated by bylaw. Yes, I plan to use the office. I am trying to set it up. The office will be put to good use. If council feels it is not necessary to have an office, they are more than welcome to alter the legislation.

ABBOUD – Regarding item 2c. Is there any recourse for anybody not following it?

BRECHTEL – The recourse to bring the individual to the DIE board.

CONGLY – Why were the changes made in 2c?

BRECHTEL – There are safety concerns with having dark washrooms. The lights are turned on and off in common spaces like the photocopy room so it will take more energy than to leave it on. People aren't always aware when they are going to be out of the office.

2003-06/12

APPROVAL OF STUDENT'S UNION BOARDS AND COMMITTEES REORTS

LO – AEB is the best board I have ever sat on.

BRECHTEL – We wanted to bring some base principles to council and will drive us as we go through it. There are 5 things here, and they are a little vague. Please feel free to ask me any questions. As simple as these 5 principles seem, they will driving the bylaws for the next 8 months.

2003/06/15b

The first one – Right now the constitution takes 3 readings, the leg takes 2. The constitution is what constitutes the groups. Instead of having some rule we see as having 2 or 3 levels, we will treat them all the same.

2. – Nobody likes reading long legislation. The 2nd part is that we seem to have redundant definition sections and it will be nice to have a definition section and define how are going to define definitions if they are not written down.

3- This is such things as, if possible, putting all the dedicated fees in one place. Only put at the end of it the differences.

4- There are legal systems that the government runs, we don't really find ourselves going through distinct interpretation all the time. Simple wherever possible

5 – We have a lot of redundancy in our bylaws and constitution. So simple is better.

Speaker – If you do not like these principles, this is the time to bring it up. This is all part of making council effective. Whether you agree, disagree, now is the time to say your peace.

DUBE – I think it is fantastic that we try to reduce redundancy. It should be passed over to council.

KAWANAMI – Regards to consolidation, depending on which committee they are on, it will require a long time. With regards to a constitution aspect, it may lead to a certain amount of confusion. It may be a bit harder, it will increase the learning curve and people looking at bylaws will have to dig deeper. I encourage council to think hard about these recommendations. If there is any sort of doubt, it should be brought up now.

COOK– I would like more argumentation to number 1. Concerned that it may lead to more confusion rather. What are our fees, who are our VPs, the things that entrenched in constitution and what the principles are to run this.

SMITH – What a constitution should do is, should set out what the organization is and why it exists, should set out some guide regulations, should prescribe how constitution can be amended. It is all set out in the University's Act. Essentially, to have this separate layer, only exists so we can have a constitution. Appears radical to say that we abolish the constitution. As far as confusion goes, there will be more confusion in one layer of constitution. All that will be affected is what the constitution will look like, and it will look a lot shorter than it does now.

JONES – Response to Councilor Cook for more information on number 1. There are 2 different approaches. First there is the content. The proposal from IRB is not to change the content, but the structure. For example, you can have 1 bylaw that covers everything or 20 little bylaws.

DUBE – I think it is inappropriate to compare this to the Canadian Constitution. Though it is not explicitly written that we have a Prime Minister, it is customer.

KAWANAMI – An important aspect we have to look at, is what is the symbolic value of having an internal ...I think it is somewhat beneficial for SU to define its own terms.

SMITH – Wondering if Councilor KAWANAMI if a 3rd reading actually makes council think higher and please provide an example of what is higher.

HUTCHISON – The constitution is generally the fundamental document. I caution council before removing this. Bylaws are easily repealed and created so they can become very burdensome.

MELNYK – Under the impression that they will be included in bylaw, so regardless if it goes through 2 or 3 readings, it will be significant.

CONGLY/COOK MOVED TO strike section 1 from the report.

SAMUEL – There are 2 differences between the constitution and the bylaw. The inherent value in a piece of constitution holds, is not in the content. If we move the constitution to a bylaw, the value is still there. The main thing is moving from 3 readings to 2 readings. The 3 reading serves zero purposes. By the time it gets to the 3rd reading, it is a done deal.

ASPLER – What exactly would the differences be aside from changing the names and number of readings? Have other universities tried this?

BRECHTEL – Symbolic difference. There are a number of different places looking at this. Haven't examined other school's constitutions

BOTTEN - I have discovered one school - the U of Western Ontario has 2 bylaws. Bylaw 1 is 127 pages in length. That would be my example of a similar setup.

SMITH – A constitution lays bedrock that is not easy to repeal or amend. But our constitution that is easy to repeal or amend, so it should be in bylaw.

ABBOUD – Can you make the argument that our constitution is too easy to amend and repeal

SMITH - I would say that is not the case. What is in the constitution are not bedrock principles. There are several things in our constitution that are copied verbatim from the Universities Act. We don't need this pretend constitution to make us feel better. Some other Universities do this, student association legal structures aren't very good. We can use other student association examples, but they are not very credible.

ABBOUD – This is change just for the sake of change. The 3rd reading will serve as a rubber stamp. Expediency is not a valid point from changing a point.

COOK – I am in favor of this motion. I think it will stick out more in students mind. I think it is a distinct name given to those principles. Having 6 readings to get to that point, when students vote in something through referendum, they want that to stick, they don't want council to take 2 readings and take it away from them.

MEEKER – Reading the exact principle in front of us, if we are concerned about the number of readings. This is simply looking at the structure of that. We should be looking for that type of thing, not the structure of our bylaw. Things like our student fees, you can put into bylaw so it is difficult and we can't just take it out. We can take our constitutions and do certain things to it. All those issues will come forth in the bylaws as well.

Speaker – What I would interpret the U A Act is saying, we are going to call them bylaws for convenience. If you went to court of law, the justice would uphold that interpretation. What we have created is semantics, so this is why this report has come up in IRB in this fashion. I'm going to rule this out of order.

If you vote with the chair, you will be continuing debate on this. Voting against the chair, is ending the debate and to say that the constitution is unconstitutional and is a violated of the Universities' Act.

Welke and Bazin opposed. Everyone else agrees.

HUTCHISON – I believe the Speaker is totally correct. The constitution needs to be elevated, other than having a bunch of bylaws created. That is the solution to this, more so than just creating bylaws.

DUBE – I think we are going around in circles. Lets look at what a constitution is. You can have a constitution strictly run by custom. All we are doing is clearing a definition. Lets not fight over the word, "constitution".

RICE – Keep that in mind your student groups will be affected.

LO - I believe constitutions are symbolic. It was mentioned that accessibility was a problem. A constitution allows it to be assessable to students. I looked at the constitutions and it is organized by themes. Things such as those to allow Students' Union look over things that aren't thousands of pages long.

KOTOVYCH/HUTCHISON MOVED the previous question on the amendment only.

Carried (22/11/0).

CONGLY/COOK MOVED TO strike item 1.

Carried (16/15/0).

DEFEATED (17/18/0).

WELKE/SCHENDEL MOVED THE previous question on the main motion

Carried.

(Abboud/Hutchison/Kawanami/Lo/Cook/Congly/Rice oppose the approval of the committee report).

LEGISLATION

KOTOVYCH/ABBOUD MOVED THAT Students' Council approve the changes to Bylaw 2100. (FIRST Reading).

KOTOYVCH - This was discussed in March. There were a lot of arguments that were not raised. As to the reasoning, first thing is that posters do matter in an election. If you reduce the posters, they provide an advantage to people whom have run before as their name is familiar so you need to have that for new candidates that are running. Print limitations – poster reduction from 20 to 10. I probably could have ordered 300 posters instead of 200 and that would have saved me about 20 dollars. You can't expect a major drop in dollars if you limit the number of posters. With the CRO recommendations – the winning candidates spend more on their posters.

2003-06/14
2003/06/14a

If you drop this down to 350, you will have a level playing field for everyone. However, the winning candidates spent more on their posters. It is important to have the availability there. People don't go to hit the limit on purpose. There is an argument that you don't need flashy posters to win. I was at the UBC Campus, they have a centralized poster place where all the posters are the same, based on the same motif, but voter turnout was much lower. Another thing about the unfair advantage given for slate.

Only a slate can go over the base, so only members of slates can afford to have glamorous campaigns. Elections are a very important part of SU. Cutting is not the way to improve the SU profile. This is still a reduction in money that we are spending from last year.

CONGLY – The main amendment to bylaw 2100 is in section 61, 62, 63 inclusive.

SCHENDEL – I am in favor of these proposals. If I remember correctly, the councilor who suggested the change to 350 just shrugged their shoulders and said, "what about 350". I suggest we pass this.

KAWANAMI – Would you not agree that there is plenty of free advertisement in the handbook when your picture is in the handbook?

SAMUEL - I think that if an executive member did an exceptional job, they will have the positive name recognition. However, if that member has not had an exceptional year, that name recognition will hurt them. The \$500 will allow more breathing space for fines.

I think this body is doing far too much credence to glossy posters. Is the glossy poster that much more of a benefit than a non-glossy poster? Example, the Pepsi campaign, my campaign was about \$590. I would like to think that I won on my own merits. This buys into the whole concept of relative success. I think in terms of the budget impact, I would think that this would be a good year so we wouldn't have a debate which is centered on theory and a concrete example on what future campaigns would be.

LO – I'm opposed to this motion. I believe an election is to mark yourself appropriately. Posters are one venue to do some, but not the only venue. Cutting to \$350, forces candidates to try other methods. For example, using forums, going to classrooms, actually talking to the students...etc. When Grant McEwan does their elections, they have 4 campuses, their limit is \$150 and can spend out of their own pockets.

SCHENDEL – What is their voter turn out?

LO – I don't know

ABBOUD – What is the student population of Grant McEwan compared to ours?

LO – Fair enough. I speak opposed to this motion.

BOTTEN – We do have a VP Academic elected without having her face on the poster for sometime. Expenses are like gas. Campaign budgets will fill the same thing. Comparing us to other schools in favor are not valid. I speak against this item. There are more important items to discuss than the campaign budgets.

ABBOUD – Regarding glossy posters, I looked over the minutes of March 11 where we discussed the \$350. Samuel made the point that diverting the funds from the budget, it will force candidates to use forums...etc. I don't see that argument. If we divert funds from glossy posters, they have no effect on voter turnout. Which is one of the main things we should work on. Banners cost a fair bit. This is how you get people to vote and get them aware of it. The amount of coverage that Gateway has been giving us is lower. It assumes there is a core base of 400 people. Aside from posters and banners, there is Gateway and CJSR. If we didn't have limits, someone with rich parents can probably win because they have nice posters. It is not a matter of just glossy posters. How many of you pay attention to something that is black and white compared to one that is on nice glossy paper.

BOTTEN – Would students notice the glossy posters if they were clumped with other glossy posters on a wall

ABBOUD – Students will still notice them. There were posters everywhere in the Atrium, even though they are clumped together, but we had the biggest turnout. This assumes that students vote based on posters, the most posters do is draw attention to attention. A larger budget allows for more creativity, you can spend it on Lego if you like.

WUDARCK – I don't think \$350 is enough. Elections are very important because it ends up being who is in this room. We should not have the "try and see" method when it comes to elections. I don't think this is something we should risk and have an even lower voter turnout.

PETTERSON – I think posters are overdone. If you take the extra money from people's money and run the campaign letting people know why they should be voting. Faces everywhere is ridiculous. It may even drive you not to vote. I think the whole thing is ridiculous. So if you put more effort in explaining to people what you want to do and promote what the SU does, that would be more effect.

RICE – I've never had anyone come to my classroom to talk during the last 3 years of my degree. If you guys are concerned the money, look at the Joke candidate budgets. There have been years where I have seen 4 and that is a bit excessive.

BRECHTEL – It is about communication. As candidate last year, I went to many classes during every class break and I still didn't manage to hit every class. I would love to talk to people more, but you fall back on other things, which is printed material, bag tags, whatever they might be. The things that we use are the same thing that candidates spend on everywhere. Those things at the end of the day are the most effective way. The reason why candidates spend the expenditures on the same thing is that it works.

COOK – You can win a campaign without glossy posters. However, the reason why I'm voting for this is because slates have an advantage and it increases voter turnout. The reason why you know there is an election is because there are posters all over the walls. If the Gateway is not covering them, how can we get the word out that we are having an election.

WALLACE – When I ran to sit in this seat, I thought it was the CRO's job to get people up.

COOK – It is their job but not solely their job. Students hear about the SU when an election is on and that is a concern.

EATON – I've happened to run a campaign. The thing that struck me when we were done the campaign, for every poster you put on the wall, there was one that didn't. For every hand out that was given out, there were 40 that were sitting at home.

DUBE – People are talking about poor turnout, we had a greater turnout than the SU election we were involved and talking to people. We are walking into new election procedures this year. Lets be realistic, you don't want your message out, you want your name out. Posters are still going to be there, if they are not glossy, whatever. Make your priorities. We are all in the same boat.

KAWANAMI – Rather distressed that as we are talking about our campaign budgets, we spent all this time talking about posters. The number \$350 was pulled out of the air. I tried to run a campaign based on information. We printed out cheap posters and a 13-page policy manual and we lost badly. Council should trust the recommendation and trust the system, which is \$500, which is a reduction from last years' budget. I vote in favor of this.

JONES – As a twice-failed election candidate, if there is one thing I learned in political science, is that it takes 3 things to get elected – money, time and buzz. You can substitute them. If you have more money, you can buy time and publicity. You can buy time, newspaper space. If you have more money, you can get people to hand out fliers for you. Money is a critical factor in the way we run elections. Currently our electoral system is skewed to candidates that are members of the SU. They are asked not to do their job for 2 weeks, which means they have time.

These people also have advantages in publicity. There are some faculties that are heavier in workloads and time commitments than others. During election campaigns, I was forced to choose whether to choose talking to people in classrooms or passing. I choose to talk to people and my GPA took a severe hit because I did not have time to replace it. People who are in programs where time is secrete, there is no chance of success that can contest election. When was the last time you saw someone in a heavy faculty win?

Roll Call was conducted by the Recording Secretary.

JONES – When was the last time someone in medicine ran for office? Our elections are to some degree slanted, in favor of executives or directors of student groups. They are slanted away from the average student. \$350 is not enough. This creates a serious incentive to be part of a slate.

JONSTONE /EKDAHL MOVED THE previous question.

Carried.

Main Motion is carried (29/6/4)

(BOTTEN/LO/MAH/SAMUEL abstained)

2003-06/14b

KOTOVYCH/BAZIN MOVED THAT Students' council approve the changes to Bylaw 2200. (FIRST Reading)

KOTOVYCH – The new system skews it even more. What it does is an attempt to go back to the changes before in March.

Motion is carried. Unanimous consent.

2003-06/15

NEW BUSINESS

2003-06/15a

SMITH/WELKE MOVED the adoption of the following resolution:

WHEREAS the Executive Committee and the President are empowered to call meetings of Students' Council to allow the latter to deal with pressing legislative matters in a timely manner;

WHEREAS the calling of meetings for other purposes than to deal with unforeseen pressing legislative matters in a timely manner ought to be the province of Students' Council, and not the Executive committee;

WHEREAS the proposed August 16 meeting of Students' Council is not to include any unforeseen pressing legislative matters:

WHEREAS the single item of legislative business anticipated to be on this meeting's agenda could be dealt with as effectively on a regularly scheduled Tuesday meeting; and

WHEREAS this meeting therefore represents a flagrant abuse of the President's power to call meetings of Students' council,

BE IT RESOLVED THAT Students' Council cancel the meeting currently scheduled for August 16, 2003.

BRECHTEL – Intent of meeting is the Tuition policy. Intent was that in that debate, there would be a discussion where tuition should stand. I believe it is the first issue students look to the SU to decide. We hope to have something concrete at the end of the day.

WELKE – How would this deal with a pressing legislative matter, especially when we have been given 2 months time?

BRECHTEL – Does council always vote at the end of the meetings? There are unforeseen issues that need to be discussed at certain times. My intent was that last meeting we have a short discussion on it. I think this is a good idea and this meeting should happen.

DUBE – I am supporting this decision and I think this is an emergency and has been for 10 years. In the eye of most students it is the number one priority. It is necessary. I am almost embarrassed by allusions that people are making that executives are dictatorships. I think they are asking us to do our jobs.

ABBOUD – I commend the executives for being on the ball. If the intent is to get the dialog going, we live an electronic age, can the same goal not be set up on a web board?

DUBE - Can you conceive a threat on the web board often digresses to something that has nothing to do with the topic

ABBOUD – We can have a moderator to monitor the comments. It just seems like we are forcing everyone to come in on that day. As much as the whole executive's heart is in the right place, this is not the right place to go into it.

KOTOVYCH – Can we have something more along the lines of CRAP?

DUBE – Would you conceive that this is a very formal discussion?

KOTOVYCH – Yes.

COOK – I am going to support this motion. I think it can get accomplished in the meetings that we have now. It should not be a mandated meeting on the 16th. It should be an informal meeting but without a Speaker and Recording Secretary.

BRECHTEL – The intent was not to have a formal meeting.

ALAMPI - I would be there that morning. But what about having it on an evening during the week? Maybe on a Wednesday night and then follow up on a Thursday.

PETTERSON – We just had 35-minute debate on when we are going to have another debate. I don't think this is going to be the most effective use of time.

SMITH – My intent was not to call the execs dictatorships. It is not the role of the executives to direct council when council should do its job. I am against a meeting on that date. This meeting is not necessary to do that. My main defense is that the meeting is not necessary and can be done as effectively on a Tuesday

HUTCHISON/CONGLY Moved the question.
Defeated (17/10/0).

KAWANAMI – This does not really sound like a council meeting. I think that it is a case of...it can be accomplished without being a formal meeting. If people aren't there, that is their problem. If they aren't there, it reflects badly on the organizations. People usually block things off on Tuesday nights, they may have stuff to do on other nights.

EATON – You should be there. The meeting needs to happen, I don't agree that it would happen in a 15 minutes debate.

CONGLY – I’ve sat here listening here to whether there will be a meeting at the end. This whole debate has been extended than it way should have been. Please call the question.

ABBOUD – I don’t agree with councilor Congly. If it is defeated now, I don’t think they will hold it again next week. Using CRAP as an example, debating tuition is the same as debating whether we should have roll call at 6 at 9 or both. I am sure everybody would be interested in tuition.

BRECHTEL – If we combined all the meetings we had regarding tuition the year before, they would equal one full council meeting. I don’t think it is okay to pass this issue to a subordinate group. This is the process that is followed in the pass for urgent matters. It has always been done like this.

RICE/WALLCE Moved the previous question.

Carried.

Main Motion is defeated. (HUTCHISON Opposed.)

2003-06/15c

BOTTEN/SMITH MOVED THAT Students' Council, upon the recommendation of the Nominating Committee, ratify the selection of Jamie Matheos as a student at large member of the Golden Bear & Panda Legacy Fund Committee.

2003-06/19

ADJOURNMENT

DUBE/BAZIN MOVED TO adjourn at 10:07pm

Carried.

Executive Committee Report to Students' Council July 8, 2003.

1. The following motions were passed at the June 27, 2003, Executive Committee Meeting

a. BRECHTEL/SAMUEL MOVED THAT the Executive Committee approve the addition of tables in the new relaxation area during the Club Fair in January 2004 and the U of A Open House October 4, 2003
VOTE ON MOTION 4/0/0/ CARRIED

b. SAMUEL/BOTTEN moved that the Students' Union provide office space to CAUS for a rental of \$50.00 per month for the months of July 2003-April 2004.
VOTE ON MOTION 5/0/0 CARRIED

Golden Bears and Pandas Legacy Fund Granting Committee

At its meeting June 26th, 2003, the Golden Bears and Pandas Legacy Fund Granting Committee approved the following grants for the 2003-2004 school year.

Athletic Campus Events Co-ordinator:	\$ 8,000
Hosting:	\$ 5,000
Active 'U' Project	\$ 5,000
Bears Basketball:	\$ 10,000
Pandas Basketball:	\$ 10,000
Pandas Field Hockey:	\$ 6,000
Bears Football:	\$ 14,000
Bears Hockey:	\$ 10,000
Pandas Hockey:	\$ 10,000
Bears Volleyball:	\$ 10,000
Pandas Volleyball:	\$ 10,000
Bears Swimming:	\$ 8,750
Pandas Swimming:	\$ 8,750
Bears Track/X-C:	\$ 6,750
Pandas Track/X-C:	\$ 6,750
Bears Soccer:	\$ 9,000
Pandas Soccer:	\$ 8,000
Pandas Wrestling:	\$ 10,000
Bears Wrestling:	\$ 10,000
Pandas Rugby:	<u>\$ 10,000</u>
TOTAL	\$ 176,000

PROPOSED

Bylaw 1400

A Bylaw Respecting the Audit Committee of the Students' Union

- Short Title** 1. This Bylaw may be referred to as the “Audit Committee Bylaw”.
- Definitions** 2. In this Bylaw:
- a. “Responsible DFU” shall mean those organizations that receive a dedicated fee as per Article VIII of the Students’ Union Constitution and are required by Students’ Union Bylaw to submit a budget to Students’ Council for annual approval of the release of their dedicated fee.
 - b. “Final Budgets” shall mean the budgets and any amendment thereof submitted to and subsequently approved by Students’ Council by the Students’ Union and each Responsible DFU.
 - c. “D.I.E. Board” shall mean the Discipline, Interpretation, and Enforcement Board as set out in Bylaw 1200.
 - d. “Executive Committee” shall mean those persons as set out in Bylaw 1100 as members of the Executive Committee of the Students’ Union.
 - e. “Expenditure Officers” shall mean those persons that have been given the authority to approve purchases on behalf of the Students’ Union or their Responsible DFU.
- Start-up** 3. The Audit Committee will be appointed by Students’ Council by May 30 of each year.
- Mandate** 4. The Audit Committee will:
- a. Ensure actual expenditures are congruent with the purposes for which the Final Budgets intended.
 - b. Ensure actual expenditures do not exceed the amounts approved in the Final Budgets or an approved amendment thereof.
 - c. Make recommendations to Students’ Council on ways to improve financial controls and the audit process.
- Composition** 5. The Audit Committee will be composed of five (5) Student Councillors, as selected by Students’ Council.

Unapproved

6. No person shall simultaneously hold both a position on the Audit Committee and a position as an Expenditure Officer, paid employee, contractor, or sub-contractor of the Students' Union or of a Responsible DFU.

Chair

7. The Chair of the Audit Committee shall be selected by Students' Council.
8. Should the Chair be absent, a member of the Audit Committee shall be elected as chair at that meeting.

Quorum

9. Quorum at any meeting of the Audit Committee will be three (3) voting members including the chair.

Conduct of Business

10. The Audit Committee shall meet at least once a month at the call of the chair or any three (3) members of the committee. At least thirty-six (36) hours notice will be given to all members.
11. In the event of a tie vote, the Chair will decide the matter.

Duties

12. Each month, the Audit Committee will:
 - a. Review profit and loss statements of the Students' Union within four (4) weeks of the month end. Where actual expenditures exceed budgeted expenditures (as per the Final Budget), ensure the additional expense was approved by the necessary authority.
 - b. Conduct testing of a random sample of expenditures with a sample size of no less than 5% of the total expenditures of the Students' Union within a month, checking for adherence to budgeted intentions and financial policies and procedures as dictated in Bylaw 3100.
 - c. Review a random sample of no less than 25% of the purchase orders, credit card statements, cheque requisitions, and internal transfers of the members of the Executive Committee, checking for adherence to budgeted intentions as set out by the Final Budget and financial policies and procedures as dictated in Bylaw 3100.
 - d. Conduct testing of a random sample of expenditures with a sample size of no less than 5% of the total expenditures of a Responsible DFU within a year, checking for adherence to budgeted intentions as set out by the Final Budgets.

- e. Review and reconcile the audited financial statements of the Students' Union and the Responsible DFUs, inquiring into any significant differences between it, any previously reported actual figures, and the Final Budgets.
- f. Any other actions deemed necessary for the purposes of enforcing Section 4 of this bylaw.

Access to Information

- 13. The Audit Committee will be given access to all financial documents and accounting information systems of the Students' Union and Responsible DFUs.

Interviewing

- 14. In carrying out the duties prescribed in Section 12 of this bylaw and in the purposes of ensuring sound judgment when reporting contraventions of Section 4 of this bylaw, it will be necessary for the committee to interview members of the Executive Committee, the Senior Manager of Finance and Administration, the Expenditure Officers of the Students' Union and the Expenditure Officers of the Responsible DFUs. All of the above listed people shall make themselves available for interview by the Audit Committee, when given at least thirty-six (36) hours notice of the interview.

Reporting

- 15. In the case where the Audit Committee finds what is deemed to be a malicious contravention of the bylaws and/or constitution of the Students' Union with emphasis on Sections 4, 13, and 14 of this bylaw, the Chair of the Audit Committee shall submit, in writing, a:
 - a. Request for Enforcement Proceeding to the Chair of the D.I.E. Board, where the party in contravention falls within the jurisdiction of the D.I.E. Board.
 - b. Detailed account of the contravention and any recommended actions to the executive member to whom the party in contravention ultimately reports to, where the party in contravention does not fall within the jurisdiction of the D.I.E. Board nor is a Responsible DFU.
 - c. Detailed account of the contravention and any recommended actions to Students' Council, where the party does not fall within the jurisdiction of the D.I.E. Board and is a Responsible DFU.

16. The Chair of the Audit Committee shall submit written quarterly reports to Students' Council, detailing all contraventions of Section 4 of this bylaw, as well as documenting any expenditures made that, in the opinion of the Audit Committee, are highly dubious. The Audit committee will also submit any recommendations it has to improve the financial controls and the audit process of the Students' Union and Responsible DFUs.

Bylaw 1100

A Bylaw Respecting the Executive Committee of the Students' Union

- Short Title** 1. This Bylaw may be referred to as the "Executive Committee Bylaw".
- Start-up** 2. a. There will be a standing committee of the Students' Council known as the Executive Committee, pursuant to Article III of the Constitution.
- b. At the Changeover Meeting of Students' Council, the Incoming Chair will announce the date of the first meeting, and it will be the responsibility of the members at the first meeting to establish the dates of subsequent meetings.
- Mandate** 3. The duties of the Executive Committee will be to:
- a. Provide long-term strategic planning for the Students' Union as a whole;
- b. Ensure proper functioning of each Vice Presidential portfolio;
- c. Provide direction to the organization as a whole;
- d. Promote the Students' Union;
- e. Provide a thorough transition for their portfolio with their successor;
- f. Provide written and/or verbal reports to Students' Council;
- g. Supervise and provide direction for the implementation and administration of Students' Union policy;
- h. Provide the Students' Council or any Board or Committee thereof with information requested by that body for the purpose of exercising its responsibilities;

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- i. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta;
 - j. Advise Students' Union representatives on discussions and negotiations with external institutions, subject to approved Students' Union policy;
 - k. Advise the Students' Council of its activities and decisions on an ongoing basis;
 - l. Perform such other functions as may from time to time be assigned by Students' Council;
 - m. Determine the confidentiality of Students' Union information and to convey notice of such confidentiality to users thereof;
 - n. Act as incoming and outgoing Chairpersons of the Nominating Committee; and,
 - o. Spend at least eight (8) hours, per member each month during the Winter Session in outreach activities. Such activities may consist of, but not be limited to classroom speaking, visiting the offices of student groups, and meeting with their members.
4. In order that the Executive Committee may effectively fulfill its mandate under Section 3, the Executive Committee will:
- a. After consultation with the General Manager, be authorized to establish procedures and administrative criteria for the implementation of Students' Union policy;
 - b. Have access, through the General Manager, to all information available in the Students' Union; and,
 - c. Subject to the provisions of Bylaw 3100 (Conduct of Business), be authorized to expend and commit moneys approved by Students' Council.

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

5. a. Nothing in Section 3 and 4 hereof will be interpreted so as to restrict the Students' Council's authority to deal with any aspect of Students' Union business.
- b. The exercise of such Students' Council authority will be in the manner prescribed by the applicable bylaws, and may be invoked without revocation of any authority previously delegated. Such action will not of itself revoke previously delegated authority.

President

6. The responsibilities of the President will be to:
 - a. Act as the official Students' Union spokesperson on all student issues;
 - b. Coordinate the Students' Union involvement with all external media, in conjunction with the Vice President External;
 - c. Dedicate time to work with all of the Vice Presidents and in each of their portfolios;
 - d. Coordinate the Students' Union campus outreach activities;
 - e. Staff Management;
 - f. Provide long term strategic direction for the Students' Union.
 - g. Supervise the affairs of the Students' Union at the direction of the Executive Committee;
 - h. Ensure that programs are implemented in accordance with the direction of Students' Council and accepted policy of the Students' Union;
 - i. Further and maintain good external relations and representation with student, University, government bodies, and the general public;

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- j. Provide administrative direction to the General Manager of the Students' Union, at the direction of the Executive Committee;
- k. Represent the interests of students as a member of General Faculties Council;
- l. Serve as a Students' Union nominee to the Board of Governors, and present a student point of view to the Board of Governors;
- m. Serve as Chair of the Executive Committee;
- n. Serve as Chair of the Internal Review Board;
- o. Serve as a member of the Financial Affairs Board; and,
- p. Serve as an ex-officio member of all Students' Union boards and committees, except the Discipline, Interpretation and Enforcement (D.I.E.) Board.

**Vice President
Student Life**

- 7. The responsibilities of the Vice President Student Life will be to:
 - a. Deal with all non-academic university issues,
 - b. Promote and coordinate Students' Union events, entertainment, and programming;
 - c. Be the Students' Union representative to World University Services Committee (WUSC) and the University Administration regarding Refugee Students, and to provide support as required;
 - d. To oversee the Orientation Program;
 - e. To oversee the production of the Student Union Handbook and Student Telephone Directory;
 - f. Promote a cooperative and continuing relationship with the Managers, Directors, and Editors of Students' Union services and retail operations;
 - g. Serve as Chair of the Student Life Board;
 - h. Serve as a member of the Financial Affairs Board;
 - i. Supervise and provide direction to the activities of the Manager of Entertainment and Programming;

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- j. Supervise and provide direction to the Student Activities Coordinator, University Affairs Coordinator, and Orientation Coordinator; and,
- k. Perform such duties as are assigned by the President, the Executive Committee, or Students' Council.
- l. Serve as a member of the Residence Halls' Association.

**Vice President
Academic**

- 8. The responsibilities of the Vice President Academic will be to:
 - a. Maintain an awareness of current academic issues and developments; and to inform the Academic Affairs Board, the Executive Committee, and the Students' Council of the same;
 - b. Maintain an awareness of current University Research projects and issues, and to inform the Academic Affairs Board, the Executive Committee, and Students' Council of the same;
 - c. Provide information, direction, and guidance in matters concerning University governance; and to inform the Academic Affairs Board, the Executive Committee, and Students' Council of the same;
 - d. Coordinate the Students' Union Awards Night in conjunction with support staff, the Academic Affairs Board, and the Executive Committee;
 - e. Prepare academic policy recommendations for consideration by the appropriate authority;
 - f. Represent the Students' Union on General Faculties Council, and on any committee thereof which General Faculties Council may require;
 - g. Provide information and assistance to promote, coordinate, and facilitate student involvement in University government and on University committees;
 - h. Advise students of the University policy regarding academic appeals;

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- i. Serve as Chair of the Academic Affairs Board;
- j. Serve as a member of the Financial Affairs Board
- k. Coordinate the activities of and provide direction to the Academic Affairs Coordinator; and,
- l. Perform such duties as are assigned by Students' Council, the Executive Committee, or the President.

**Vice President
Operations and
Finance**

- 9. The responsibilities of the Vice President Operations and Finance will be to:
 - a. Supervise all Students' Union funds and accounts, and all transactions arising therefrom; and,
 - b. Assist the President:
 - i. in the supervision and efficient administration of the Students' Union departments designated by the President;
 - ii. in maintaining continuous operational liaison with the General Manager and the Manager of Finance and Administration;
 - c. Assist the President in the supervision and efficient administration of Students' Union services and building operations;
 - d. Administer all correspondence with respect to the Financial Affairs Board;
 - e. Ensure that the Financial Affairs Board is kept aware of the operating policies and departments of concern to it;
 - f. Prepare and publish preliminary and final budgets;
 - g. Serve as Chair of the Financial Affairs Board; and,
 - h. Perform such duties as are assigned by Students' Council, the Executive Committee, or the President.

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

**Vice President
External**

10. The responsibilities of the Vice President External will be to:
 - a. Liaise with federal, provincial, and municipal governments;
 - b. Investigate matters concerning student loans, tuition levels, post-secondary education funding, and to inform the External Affairs Board, the Executive Committee, and Students' Council of the same;
 - c. Coordinate community outreach, in conjunction with the Community Affairs Coordinator;
 - d. Investigate matters of concern to the Executive Committee or to the Students' Council that lie external to the administration of the Students' Union;
 - e. Promote an ongoing relationship with members of the federal, provincial, and municipal community groups in accordance with Students' Union policies;
 - f. Coordinate Students' Union involvement with all external media, in conjunction with the President;
 - g. Perform the duties of the President during the President's absence;
 - h. Coordinate external affairs projects as determined by the Executive Committee or the External Affairs Board;
 - i. Supervise and provide direction to the activities of the Community Relations Coordinator;
 - j. Serve as a Students' Union nominee to the Senate;
 - k. Serve as Chair of the External Affairs Board;
 - l. Serve as a member of the Financial Affairs Board;
 - m. Perform such duties as are assigned by Students' Council, the Executive Committee or the President.

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

Composition

11. The Executive Committee will consist of:
 - a. The President;
 - b. The Vice President Academic;
 - c. The Vice President External.
 - d. The Vice President Operations & Finance; and,
 - e. The Vice President Student Life.
12. The General Manager will be a non-voting member of the Executive Committee.
13. The voting members of the Executive Committee will be elected in the manner set out in the Nominations and Elections Bylaw (2100).
14. Each voting member of the Executive Committee will work full-time for the Students' Union for the entire duration of their term, commencing May 1 of each year to April 30 of the following year.

Eligibility Requirements

15. Voting members of the Executive Committee:
 - a. Will be registered in the equivalent of at least one (1) but not more than three (3) full year courses for credit in Winter Session; and,
 - b. May be registered in the equivalent of not more than one (1) full course in each of Spring and Summer Sessions.
 - c. Will be assessed and have paid full Students' Union fees for the entire term of their employment with the Students' Union.

Bonding of Members and Employees

16.
 - a. The members of the Executive Committee and all members of the permanent staff, who in the normal course of their duties have access to or are responsible in any way for Students' Union funds, will be bonded with a recognized bonding or insurance company for an amount not less than two thousand five hundred (\$2,500.00) dollars.
 - b. Nothing in this section will be construed to prohibit bonding of other students and staff not specifically named herein.

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- Chair**
17. The Chair of the Executive Committee will be the President.
 18. Should the Chair be absent, their designee will be Chair, and in the absence of a designee, a member of the Executive Committee will be elected as Chair at that meeting.
- Conduct of Business**
19. Minutes of each meeting of the Executive Committee will be published within one (1) week of the occurrence thereof, and will be distributed to members of Students' Council, and such others as the Executive Committee may determine.
 20.
 - a. Quorum for the Executive Committee will be four (4) voting members.
 - b. Any member of the Executive Committee may require that notice of meetings and of items to be discussed to be distributed twenty-four (24) hours in advance of any meeting.
 - c. The President will call meetings of the Executive Committee at the request of a member of the Committee.
- Final Report**
21. The Chair will submit, prior to 30 April, a written final report of the Committee's activities, achievements, and recommendations for the year.

Bylaw 1100

A Bylaw Respecting the Executive Committee of the Students' Union

- Short Title** 1. This Bylaw may be referred to as the "Executive Committee Bylaw".
- Start-up** 2. a. There will be a standing committee of the Students' Council known as the Executive Committee, pursuant to Article III of the Constitution.
- b. At the Changeover Meeting of Students' Council, the Incoming Chair will announce the date of the first meeting, and it will be the responsibility of the members at the first meeting to establish the dates of subsequent meetings.
- Mandate** 3. The duties of the Executive Committee will be to:
- a. Provide long-term strategic planning for the Students' Union as a whole;
- b. Ensure proper functioning of each Vice Presidential portfolio;
- c. Provide direction to the organization as a whole;
- d. Promote the Students' Union;
- e. Provide a thorough transition for their portfolio with their successor;
- f. Provide written and/or verbal reports to Students' Council;
- g. Supervise and provide direction for the implementation and administration of Students' Union policy;
- h. Provide the Students' Council or any Board or Committee thereof with information requested by that body for the purpose of exercising its responsibilities;

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- i. Make recommendations to the Students' Council on matters of concern to the undergraduate students of the University of Alberta;
 - j. Advise Students' Union representatives on discussions and negotiations with external institutions, subject to approved Students' Union policy;
 - k. Advise the Students' Council of its activities and decisions on an ongoing basis;
 - l. Perform such other functions as may from time to time be assigned by Students' Council;
 - m. Determine the confidentiality of Students' Union information and to convey notice of such confidentiality to users thereof;
 - n. Act as incoming and outgoing Chairpersons of the Nominating Committee; and,
 - o. Spend at least eight (8) hours, per member each month during the Winter Session in outreach activities. Such activities may consist of, but not be limited to classroom speaking, visiting the offices of student groups, and meeting with their members.
4. In order that the Executive Committee may effectively fulfill its mandate under Section 3, the Executive Committee will:
- a. After consultation with the General Manager, be authorized to establish procedures and administrative criteria for the implementation of Students' Union policy;
 - b. Have access, through the General Manager, to all information available in the Students' Union; and,
 - c. Subject to the provisions of Bylaw 3100 (Conduct of Business), be authorized to expend and commit moneys approved by Students' Council.

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

5. a. Nothing in Section 3 and 4 hereof will be interpreted so as to restrict the Students' Council's authority to deal with any aspect of Students' Union business.
- b. The exercise of such Students' Council authority will be in the manner prescribed by the applicable bylaws, and may be invoked without revocation of any authority previously delegated. Such action will not of itself revoke previously delegated authority.

President

6. The responsibilities of the President will be to:
 - a. Act as the official Students' Union spokesperson on all student issues;
 - b. Coordinate the Students' Union involvement with all external media, in conjunction with the Vice President External;
 - c. Dedicate time to work with all of the Vice Presidents and in each of their portfolios;
 - d. Coordinate the Students' Union campus outreach activities;
 - e. Staff Management;
 - f. Provide long term strategic direction for the Students' Union.
 - g. Supervise the affairs of the Students' Union at the direction of the Executive Committee;
 - h. Ensure that programs are implemented in accordance with the direction of Students' Council and accepted policy of the Students' Union;
 - i. Further and maintain good external relations and representation with student, University, government bodies, and the general public;

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- j. Provide administrative direction to the General Manager of the Students' Union, at the direction of the Executive Committee;
- k. Represent the interests of students as a member of General Faculties Council;
- l. Serve as a Students' Union nominee to the Board of Governors, and present a student point of view to the Board of Governors;
- m. Serve as Chair of the Executive Committee;
- n. Serve as Chair of the Internal Review Board;
- o. Serve as a member of the Financial Affairs Board; and,
- p. Serve as an ex-officio member of all Students' Union boards and committees, except the Discipline, Interpretation and Enforcement (D.I.E.) Board and the Audit Committee of the Students' Union.

**Vice President
Student Life**

- 7. The responsibilities of the Vice President Student Life will be to:
 - a. Deal with all non-academic university issues,
 - b. Promote and coordinate Students' Union events, entertainment, and programming;
 - c. Be the Students' Union representative to World University Services Committee (WUSC) and the University Administration regarding Refugee Students, and to provide support as required;
 - d. To oversee the Orientation Program;
 - e. To oversee the production of the Student Union Handbook and Student Telephone Directory;
 - f. Promote a cooperative and continuing relationship with the Managers, Directors, and Editors of Students' Union services and retail operations;
 - g. Serve as Chair of the Student Life Board;
 - h. Serve as a member of the Financial Affairs Board;
 - i. Supervise and provide direction to the activities of the Manager of Entertainment and Programming;

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- j. Supervise and provide direction to the Student Activities Coordinator, University Affairs Coordinator, and Orientation Coordinator; and,
- k. Perform such duties as are assigned by the President, the Executive Committee, or Students' Council.
- l. Serve as a member of the Residence Halls' Association.

**Vice President
Academic**

- 8. The responsibilities of the Vice President Academic will be to:
 - a. Maintain an awareness of current academic issues and developments; and to inform the Academic Affairs Board, the Executive Committee, and the Students' Council of the same;
 - b. Maintain an awareness of current University Research projects and issues, and to inform the Academic Affairs Board, the Executive Committee, and Students' Council of the same;
 - c. Provide information, direction, and guidance in matters concerning University governance; and to inform the Academic Affairs Board, the Executive Committee, and Students' Council of the same;
 - d. Coordinate the Students' Union Awards Night in conjunction with support staff, the Academic Affairs Board, and the Executive Committee;
 - e. Prepare academic policy recommendations for consideration by the appropriate authority;
 - f. Represent the Students' Union on General Faculties Council, and on any committee thereof which General Faculties Council may require;
 - g. Provide information and assistance to promote, coordinate, and facilitate student involvement in University government and on University committees;
 - h. Advise students of the University policy regarding academic appeals;

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- i. Serve as Chair of the Academic Affairs Board;
- j. Serve as a member of the Financial Affairs Board
- k. Coordinate the activities of and provide direction to the Academic Affairs Coordinator; and,
- l. Perform such duties as are assigned by Students' Council, the Executive Committee, or the President.

**Vice President
Operations and
Finance**

- 9. The responsibilities of the Vice President Operations and Finance will be to:
 - a. Supervise all Students' Union funds and accounts, and all transactions arising therefrom; and,
 - b. Assist the President:
 - i. in the supervision and efficient administration of the Students' Union departments designated by the President;
 - ii. in maintaining continuous operational liaison with the General Manager and the Manager of Finance and Administration;
 - c. Assist the President in the supervision and efficient administration of Students' Union services and building operations;
 - d. Administer all correspondence with respect to the Financial Affairs Board;
 - e. Ensure that the Financial Affairs Board is kept aware of the operating policies and departments of concern to it;
 - f. Prepare and publish preliminary and final budgets;
 - g. Serve as Chair of the Financial Affairs Board; and,
 - h. Perform such duties as are assigned by Students' Council, the Executive Committee, or the President.

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

**Vice President
External**

10. The responsibilities of the Vice President External will be to:
 - a. Liase with federal, provincial, and municipal governments;
 - b. Investigate matters concerning student loans, tuition levels, post-secondary education funding, and to inform the External Affairs Board, the Executive Committee, and Students' Council of the same;
 - c. Coordinate community outreach, in conjunction with the Community Affairs Coordinator;
 - d. Investigate matters of concern to the Executive Committee or to the Students' Council that lie external to the administration of the Students' Union;
 - e. Promote an ongoing relationship with members of the federal, provincial, and municipal community groups in accordance with Students' Union policies;
 - f. Coordinate Students' Union involvement with all external media, in conjunction with the President;
 - g. Perform the duties of the President during the President's absence;
 - h. Coordinate external affairs projects as determined by the Executive Committee or the External Affairs Board;
 - i. Supervise and provide direction to the activities of the Community Relations Coordinator;
 - j. Serve as a Students' Union nominee to the Senate;
 - k. Serve as Chair of the External Affairs Board;
 - l. Serve as a member of the Financial Affairs Board;
 - m. Perform such duties as are assigned by Students' Council, the Executive Committee or the President.

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

Composition

11. The Executive Committee will consist of:
 - a. The President;
 - b. The Vice President Academic;
 - c. The Vice President External.
 - d. The Vice President Operations & Finance; and,
 - e. The Vice President Student Life.
12. The General Manager will be a non-voting member of the Executive Committee.
13. The voting members of the Executive Committee will be elected in the manner set out in the Nominations and Elections Bylaw (2100).
14. Each voting member of the Executive Committee will work full-time for the Students' Union for the entire duration of their term, commencing May 1 of each year to April 30 of the following year.

Eligibility Requirements

15. Voting members of the Executive Committee:
 - a. Will be registered in the equivalent of at least one (1) but not more than three (3) full year courses for credit in Winter Session; and,
 - b. May be registered in the equivalent of not more than one (1) full course in each of Spring and Summer Sessions.
 - c. Will be assessed and have paid full Students' Union fees for the entire term of their employment with the Students' Union.

Bonding of Members and Employees

16.
 - a. The members of the Executive Committee and all members of the permanent staff, who in the normal course of their duties have access to or are responsible in any way for Students' Union funds, will be bonded with a recognized bonding or insurance company for an amount not less than two thousand five hundred (\$2,500.00) dollars.
 - b. Nothing in this section will be construed to prohibit bonding of other students and staff not specifically named herein.

June 18/02 (IRB)
May 2/01
April 8/97
Sept. 10/96

- Chair**
17. The Chair of the Executive Committee will be the President.
 18. Should the Chair be absent, their designee will be Chair, and in the absence of a designee, a member of the Executive Committee will be elected as Chair at that meeting.
- Conduct of Business**
19. Minutes of each meeting of the Executive Committee will be published within one (1) week of the occurrence thereof, and will be distributed to members of Students' Council, and such others as the Executive Committee may determine.
 20.
 - a. Quorum for the Executive Committee will be four (4) voting members.
 - b. Any member of the Executive Committee may require that notice of meetings and of items to be discussed to be distributed twenty-four (24) hours in advance of any meeting.
 - c. The President will call meetings of the Executive Committee at the request of a member of the Committee.
- Final Report**
21. The Chair will submit, prior to 30 April, a written final report of the Committee's activities, achievements, and recommendations for the year.

CURRENT

Bylaw 3100
A Bylaw Respecting the Conduct of Students' Union Business

- | | |
|--------------------------------|---|
| Short Title | 1. This Bylaw may be referred to as the "Conduct of Business Bylaw". |
| Definitions | 2. In this Bylaw: <ul style="list-style-type: none">a. "fiscal year" means the year commencing on May 1 of a calendar year, and ending on April 30 of the next calendar year;b. "reserve" means an account which is designated to a specific use by referendum or by motion of Students' Council;c. "General Manager" means the General Manager of the Students' Union or his designee. |
| Students' Union Reserve | 3. <ul style="list-style-type: none">a. The Students' Union fees collected by the Financial Services Division of the University of Alberta will be transferred to the Students' Union.b. The Vice-President Operations and Finance and the General Manager will retain receipts for all money received and will have access to the accounts kept by the Financial Services Division of the University of Alberta in order to ascertain whether the accounts have been credited correctly. |
| Financial Statements | 4. <ul style="list-style-type: none">a. A complete set of financial records will be kept by the General Manager according to generally accepted accounting procedures.b. There shall be two audits performed annually, an interim and a final one, performed by a qualified accounting firm.c. The audited financial statements and report of the auditor will be presented to Students' Council by the third Council meeting following completion of the final audit.d. Monthly summary statements for all Students' Union accounts will be submitted to the Financial Affairs Board as soon as they are available. |

June 18/02 (IRB)
Apr 2/02
May 2/01
Nov 7/00

Preliminary Budget

5.
 - a. Prior to March 15 of each year, all Students' Union organizations will submit a preliminary budget and business plan to the Vice-President Operations and Finance.
 - b. Budgets and business plans submitted pursuant to Subsection a. will contain estimates for all revenues and expenditures anticipated in the next fiscal year.
 - c. The Vice-President Operations and Finance, in consultation with the Financial Affairs Board, will review all budget and business plan submissions and will present the total preliminary budget to Students' Council for approval not later than the outgoing Students' Council meeting prior to April 30.

Final Budget

6.
 - a. Not later than the third Monday of May in each year, the Vice-President Operations and Finance will invite requests for budget and business plan revisions and during the month of June, they will be available to meet with representatives of Students' Union departmental units to discuss their budget, business plan and other financial problems.
 - b. Not later than June 30 of each year, the Vice-President Operations and Finance, in consultation with the Financial Affairs Board, will review all budget and business plan revisions and prepare a final budget for presentation to Students' Council.
 - c. Not later than July 30 of each year, the Vice-President Operations and Finance will present the final budget to Students' Council for approval.
 - d.
 - i. A deficit budget requires passage by a two-thirds (2/3) majority of the members present at a Students' Council meeting.
 - ii. An amendment to any budget which has the effect of creating or increasing a deficit in the entire budget amount requires passage by a two-thirds (2/3) majority of Students' Council.
 - e. The Vice-President Operations and Finance will publish the final budget in a September issue of the Official Student Newspaper.

June 18/02 (IRB)

Apr 2/02

May 2/01

Nov 7/00

Appeal

7. The recommendation of the Financial Affairs Board concerning the budget of any organization may be appealed to Students' Council for approval.

Spending Authority

8. a. Subject to Subsection 3. hereof, an organization or budget area may not spend more than has been budgeted unless specifically authorized to do so by Students' Council.
- b. Budget Alterations
- i) Transfers of Five Hundred Dollars or less, between or within budget areas, may be approved by the VP Operations and Finance;
 - ii) Transfers of One Thousand Dollars or less, between or within budget areas, may be approved by the Executive Committee;
 - iii. Transfers of Two Thousand Five Hundred Dollars or less, between or within budget areas, may be approved by the Financial Affairs Board;
 - iv) Transfers of funds over Two Thousand Five Hundred Dollars, between or within budget areas, must be approved by the Students' Council.
- c. Expenditures approved in the Students' Union budget will be authorized by Students' Union signing officers.
- d. Notwithstanding anything herein to the contrary, all commitments, whether in the Students' Union budget or in excess of one (1) year from the time of their approval, will be approved by the Students' Council and will, in the absence of such approval, be null and void.
- e. Loan Granting
- i. Loans granted by the Students' Union in the amount of \$4,000 or less must be approved by the Financial Affairs Board
 - ii. Loans granted by the Students' Union in excess of \$4,000 must be approved by Students' Council

June 18/02 (IRB)

Apr 2/02

May 2/01

Nov 7/00

- Purchases**
9. a. It is the duty of the organization requesting a purchase to submit an accurate estimate of cost.
 - b. All liabilities incurred by the Students' Union must have the prior approval of two (2) signing officers, as designated in Section 18.
 - c. All authorized expenditures will be paid by cheque, signed by two (2) signing officers as designated in Section 18.
- Reserves**
10. The General Manager will keep reserves for the following purposes:
 - a. general operations;
 - b. capital equipment;
 - c. building reserve;
 - d. contingency reserve;
 - e. sponsorship reserve.
 - f. project reserve
- Unappropriated Surplus**
11. a. The Unappropriated Surplus shall be used for the general and miscellaneous operations of the Students' Union.
 - b. Any surplus or deficit of revenue over expenditures in the Students' Union accounts in any year will be credited or charged to Unappropriated Surplus.
- Capital Equip. Reserve**
12. The Capital Equipment Reserve will be used for the purpose and replacement of capital equipment belonging to the Students' Union.
- Building Expansion Reserve**
13. The Building Reserve will be used for the construction of an extension to or internal renovation of the Students' Union Building or other Students' Union controlled facilities.
- Contingency Reserve**
14. The Contingency Reserve will be used for the funding of unforeseen expenditures.
- Sponsorship Reserve**
15. The Sponsorship Reserve will be used for the funding of programs/initiatives or to fund the annual events for which they were raised in years when sponsorship revenues fall below expectations.

June 18/02 (IRB)

Apr 2/02

May 2/01

Nov 7/00

16. a. An amount of money not less than One Hundred Thousand Dollars per year will be placed in the Capital Equipment Reserve or the Students' Union Building Expansion Reserve, or divided between the two;
- b. An amount not less than Thirty Thousand Dollars will be placed in the contingency reserve.
- Reserve Transfers** 17. By a two-thirds (2/3) majority vote of Students' Council, money may be transferred or loaned from one reserve to another, or from a reserve into the operating budget.
- 17.1 Notwithstanding Section 17, the Executive Committee shall have the authority to transfer up to \$5000 from the contingency reserve to fund unforeseen expenditures.
- 17.2 Notwithstanding Section 17, the Executive Committee shall have the authority to transfer monies in the Sponsorship reserve for the funding of programs and initiatives when fund in Sponsorship reserve exceed Five Thousand Dollars.
- 17.3 Notwithstanding Section 17, the Vice President Operations and Finance shall have the authority to transfer up to \$500 from the project reserve, the Executive Committee shall have the authority to transfer up to \$2500, and the Financial Affairs Board up to \$5000. All transfers must be for the purpose of funding unforeseen project costs.
- Promissory Notes** 18. No officer of the Students' Union or member of the Students' Union staff has any authority to issue a promissory note or to execute any instrument which constitutes a charge, lien, or mortgage of any property of the Students' Union without the consent of the Students' Council.
- Travel Expenses** 19. All persons traveling on behalf of the Students' Union and whose expenses are paid in whole or in part by the Students' Union will account for all travel expenditures in a manner satisfactory to the General Manager.

June 18/02 (IRB)

Apr 2/02

May 2/01

Nov 7/00

Signing Authority

20. a. Any documents requiring the signature of signing officers shall be signed by one of each of the following categories:
 - i. Political: President, Vice-President Operations and Finance, Vice-President External
 - ii. Administration: General Manager, Senior Manager of Finance and Administration, Senior Manager of Facilities and Operations.
- b. All cheques require two signatories, one individual in the "Political" category, and one individual in the "Administration" category; the preference is that these two individuals be the Vice-President Operations and Finance and the Senior Manager of Finance and Administration.

June 18/02 (IRB)

Apr 2/02

May 2/01

Nov 7/00

PROPOSED

Bylaw 3100 **A Bylaw Respecting the Conduct of Students' Union Business**

- | | |
|--------------------------------|---|
| Short Title | 1. This Bylaw may be referred to as the "Conduct of Business Bylaw". |
| Definitions | 2. In this Bylaw: <ul style="list-style-type: none">a. "fiscal year" means the year commencing on May 1 of a calendar year, and ending on April 30 of the next calendar year;b. "reserve" means an account which is designated to a specific use by referendum or by motion of Students' Council;c. "General Manager" means the General Manager of the Students' Union or his designee. |
| Students' Union Reserve | 3. <ul style="list-style-type: none">a. The Students' Union fees collected by the Financial Services Division of the University of Alberta will be transferred to the Students' Union.b. The Vice-President Operations and Finance and the General Manager will retain receipts for all money received and will have access to the accounts kept by the Financial Services Division of the University of Alberta in order to ascertain whether the accounts have been credited correctly. |
| Financial Statements | 4. <ul style="list-style-type: none">a. A complete set of financial records will be kept by the General Manager according to generally accepted accounting procedures.b. There shall be two audits performed annually, an interim and a final one, performed by a qualified accounting firm.c. The audited financial statements and report of the auditor will be presented to Students' Council by the third Council meeting following completion of the final audit.d. Monthly summary statements for all Students' Union accounts will be submitted to the Financial Affairs Board as soon as they are available. |

June 18/02 (IRB)
Apr 2/02
May 2/01
Nov 7/00

PROPOSED

3100 (2)

Preliminary Budget

5. a. Prior to March 15 of each year, all Students' Union organizations will submit a preliminary budget and business plan to the Vice-President Operations and Finance.
- b. Budgets and business plans submitted pursuant to Subsection a. will contain estimates for all revenues and expenditures anticipated in the next fiscal year.
- c. The Vice-President Operations and Finance, in consultation with the Financial Affairs Board, will review all budget and business plan submissions and will present the total preliminary budget to Students' Council for approval not later than the outgoing Students' Council meeting prior to April 30.

Final Budget

6. a. Not later than the third Monday of May in each year, the Vice-President Operations and Finance will invite requests for budget and business plan revisions and during the month of June, they will be available to meet with representatives of Students' Union departmental units to discuss their budget, business plan and other financial problems.
- b. Not later than June 30 of each year, the Vice-President Operations and Finance, in consultation with the Financial Affairs Board, will review all budget and business plan revisions and prepare a final budget for presentation to Students' Council.
- c. Not later than July 30 of each year, the Vice-President Operations and Finance will present the final budget to Students' Council for approval.
- d. i. A deficit budget requires passage by a two-thirds (2/3) majority of the members present at a Students' Council meeting.
ii. An amendment to any budget which has the effect of creating or increasing a deficit in the entire budget amount requires passage by a two-thirds (2/3) majority of Students' Council.
- e. The Vice-President Operations and Finance will publish the final budget in a September issue of the Official Student Newspaper.

June 18/02 (IRB)

Apr 2/02

May 2/01

Nov 7/00

Appeal

7. The recommendation of the Financial Affairs Board concerning the budget of any organization may be appealed to Students' Council for approval.

Spending Authority

8. a. Subject to Subsection 3. hereof, an organization or budget area may not spend more than has been budgeted unless specifically authorized to do so by Students' Council.
 - b. Budget Alterations
 - i) Transfers of Five Hundred Dollars or less, between or within budget areas, may be approved by the VP Operations and Finance;
 - ii) Transfers of One Thousand Dollars or less, between or within budget areas, may be approved by the Executive Committee;
 - iii. Transfers of Two Thousand Five Hundred Dollars or less, between or within budget areas, may be approved by the Financial Affairs Board;
 - iv) Transfers of funds over Two Thousand Five Hundred Dollars, between or within budget areas, must be approved by the Students' Council.
 - v) The VP Operations and Finance will report all budget alterations, excepting those alterations that were approved by Students' Council, to Students' Council at the next Council meeting following the alteration
 - c. Expenditures approved in the Students' Union budget will be authorized by Students' Union signing officers.
 - d. Notwithstanding anything herein to the contrary, all commitments, whether in the Students' Union budget or in excess of one (1) year from the time of their approval, will be approved by the Students' Council and will, in the absence of such approval, be null and void.

June 18/02 (IRB)
Apr 2/02
May 2/01
Nov 7/00

- e. Loan Granting
 - i. Loans granted by the Students' Union in the amount of \$4,000 or less must be approved by the Financial Affairs Board
 - ii. Loans granted by the Students' Union in excess of \$4,000 must be approved by Students' Council

Purchases

- 9. a. It is the duty of the organization requesting a purchase to submit an accurate estimate of cost.
- b. All liabilities incurred by the Students' Union must have the prior approval of two (2) signing officers, as designated in Section 18.
- c. All authorized expenditures will be paid by cheque, signed by two (2) signing officers as designated in Section 18.

Reserves

- 10. The General Manager will keep reserves for the following purposes:
 - a. general operations;
 - b. capital equipment;
 - c. building reserve;
 - d. contingency reserve;
 - e. sponsorship reserve.
 - f. project reserve

Unappropriated Surplus

- 11. a. The Unappropriated Surplus shall be used for the general and miscellaneous operations of the Students' Union.
- b. Any surplus or deficit of revenue over expenditures in the Students' Union accounts in any year will be credited or charged to Unappropriated Surplus.

Capital Equip. Reserve

- 12. The Capital Equipment Reserve will be used for the purpose and replacement of capital equipment belonging to the Students' Union.

Building Expansion Reserve

- 13. The Building Reserve will be used for the construction of an extension to or internal renovation of the Students' Union Building or other Students' Union controlled facilities.

June 18/02 (IRB)
Apr 2/02
May 2/01
Nov 7/00

PROPOSED

3100 (5)

Contingency Reserve

14. The Contingency Reserve will be used for the funding of unforeseen expenditures.

Sponsorship Reserve

15. The Sponsorship Reserve will be used for the funding of programs/initiatives or to fund the annual events for which they were raised in years when sponsorship revenues fall below expectations.

16. a. An amount of money not less than One Hundred Thousand Dollars per year will be placed in the Capital Equipment Reserve or the Students' Union Building Expansion Reserve, or divided between the two;

b. An amount not less than Thirty Thousand Dollars will be placed in the contingency reserve.

Reserve Transfers

17. By a two-thirds (2/3) majority vote of Students' Council, money may be transferred or loaned from one reserve to another, or from a reserve into the operating budget.

17.1 Notwithstanding Section 17, the Executive Committee shall have the authority to transfer up to \$5000 from the contingency reserve to fund unforeseen expenditures.

17.2 Notwithstanding Section 17, the Executive Committee shall have the authority to transfer monies in the Sponsorship reserve for the funding of programs and initiatives when fund in Sponsorship reserve exceed Five Thousand Dollars.

17.3 Notwithstanding Section 17, the Vice President Operations and Finance shall have the authority to transfer up to \$500 from the project reserve, the Executive Committee shall have the authority to transfer up to \$2500, and the Financial Affairs Board up to \$5000. All transfers must be for the purpose of funding unforeseen project costs.

Promissory Notes

18. No officer of the Students' Union or member of the Students' Union staff has any authority to issue a promissory note or to execute any instrument which constitutes a charge, lien, or mortgage of any property of the Students' Union without the consent of the Students' Council.

June 18/02 (IRB)

Apr 2/02

May 2/01

Nov 7/00

PROPOSED

3100 (6)

- Travel Expenses** 19. All persons traveling on behalf of the Students' Union and whose expenses are paid in whole or in part by the Students' Union will account for all travel expenditures in a manner satisfactory to the General Manager.
- Signing Authority** 20. a. Any documents requiring the signature of signing officers shall be signed by one of each of the following categories:
- i. Political: President, Vice-President Operations and Finance, Vice-President External
 - ii. Administration: General Manager, Senior Manager of Finance and Administration, Senior Manager of Facilities and Operations.
- b. All cheques require two signatories, one individual in the "Political" category, and one individual in the "Administration" category; the preference is that these two individuals be the Vice-President Operations and Finance and the Senior Manager of Finance and Administration.

June 18/02 (IRB)
Apr 2/02
May 2/01
Nov 7/00

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.

Apr 8/03
Oct 1/02
July 16/02
May 4/01

- 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.
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.

Apr 8/03
Oct 1/02
July 16/02
May 4/01

- 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.
- h. A salary will be paid to the Director of Information Services in the amount of One Thousand Three Hundred and Nineteen (\$1319.00) Dollars per month.
- i. 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.
- j. 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.
- k. A salary will be paid to the Director of Student Groups in the amount of One Thousand Two Hundred (\$1200.00) Dollars per month.

Apr 8/03
Oct 1/02
July 16/02
May 4/01

l. 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.

m. A salary will be paid to the Director of the Environmental Coordination Office of Students in the amount of One Thousand Two Hundred Dollars (\$1200.00) per month.

n. An honorarium 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.

o. An honorarium 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

Apr 8/03
Oct 1/02
July 16/02
May 4/01

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.

Apr 8/03
Oct 1/02
July 16/02
May 4/01

- 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.
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)~~ One Hundred Thirty-Five (\$135.00) 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)~~ Eighty-Three (\$83.00) Dollars ~~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)~~ One Thousand Seven Hundred Two (\$1702.00) Dollars per month.
- d. A salary will be paid to the Academic Affairs Coordinator in the amount of ~~One Thousand Fifty Six (\$1056.00)~~ One Thousand Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and ~~Nine Hundred Twenty Four (\$924.00)~~ Nine Hundred Sixty-One (\$961.00) 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)~~ One Thousand Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and ~~Nine Hundred Twenty Four (\$924.00)~~ Nine Hundred Sixty-One (\$961.00) 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)~~ One Thousand One Hundred Forty-Four (\$1144.00) Dollars 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)~~ One Thousand Ninety Eight (\$1098.00) Dollars per month from May 1 to August 31 and ~~Nine Hundred Twenty Four (\$924.00)~~ Nine Hundred Sixty-One (\$961.00) Dollars per month from September 1 to April 30.
- h. A salary will be paid to the Director of Information Services in the amount of ~~One Thousand Three Hundred and Nineteen (\$1319.00)~~ One Thousand Three Hundred Seventy-Two (\$1372.00) Dollars per month.

Apr 8/03
Oct 1/02
July 16/02
May 4/01

i. A salary will be paid to the Director of the Student OmbudService in the amount of ~~One Thousand Two Hundred Sixty Seven (\$1267.00)~~ One Thousand Three Hundred Eighteen (\$1318.00) Dollars per month.

j. A salary will be paid to the Director of Safewalk in the amount of ~~One Thousand Two Hundred and Ninety Four (\$1294.00)~~ One Thousand Three Hundred Forty-Six (\$1346.00) Dollars per month.

k. A salary will be paid to the Director of Student Groups in the amount of ~~One Thousand Two Hundred (\$1200.00)~~ One Thousand Three Hundred (\$1300.00) Dollars per month.

l. 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)~~ One Thousand Three Hundred Forty-Six (\$1346.00) Dollars per month.

m. A salary will be paid to the Director of the Environmental Coordination Office of Students in the amount of ~~One Thousand Two Hundred Dollars (\$1200.00)~~ One Thousand Three Hundred (\$1300.00) Dollars per month.

n. An honorarium will be paid to the Chief Returning Officer in the amount of ~~Three Thousand Six Hundred (\$3600.00)~~ Three Thousand Seven Hundred Forty Four (\$3744.00) Dollars for the term of May 1 to April 30.

o. An honorarium will be paid to each Deputy Returning Officer in the amount of ~~One Thousand (\$1000.00)~~ One Thousand Forty (\$1040.00) 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.

Apr 8/03
Oct 1/02
July 16/02
May 4/01

PROPOSED

3200(5)

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

Apr 8/03
Oct 1/02
July 16/02
May 4/01

THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

POLITICAL POLICY STATEMENT

Policy Number:

Effective Date:

Page 1 of 1

Expiration Date:

Responsibility for Policy:

External Affairs Board

Subject Matter

- *Category:*

POLITICAL POLICY (GENERAL)

- *Specific:*

Medium of Communication

- *Topic:*

WHEREAS all stakeholders have an interest in ensuring that official communication between students and the University occurs through clear, regularized and responsible channels;

THEREFORE BE IT RESOLVED THAT the Students' Union support the provincially legislated establishment of the Students; Union as the official medium of communication between the students, the Board of Governors and the General Faculties Council.

Policy History:

Date	Board/Committee	Date of Council Approval
Created	External Affairs Board	

THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

POLITICAL POLICY STATEMENT

<i>Policy Number:</i>	<i>Effective Date:</i>	<i>Page</i> 1 <i> of </i> 1
	<i>Expiration Date:</i>	
<i>Responsibility for Policy:</i>	External Affairs Board	
<i>Subject Matter</i>	- <i>Category:</i>	POLITICAL POLICY (GENERAL)
	- <i>Specific:</i>	<i>Powers Regarding Bylaws</i>
	- <i>Topic:</i>	

WHEREAS the capacity to establish membership requirements of the Students' Union, establish the composition and conduct of business of Students' Council, levy fees from Students' Union members for such purposes as may fulfill the Students' Union property are integral to the ability of the Students' Union to fulfill its mandate;

AND WHEREAS each of these powers is of sufficient importance to justify presence in provincial legislation rather than subsidiary regulation;

THEREFORE BE IT RESOLVED THAT the Students' Union support the continued inclusion in provincial legislation of those powers currently granted to the Students' Union in the Universities Act; and

BE IT FURTHER RESOLVED THAT the Students' Union support the broadening of the scope of its fee collection powers, such that it be empowered to levy fees for any purpose consistent with its provincially legislated mandate.

Policy History:

Date	Board/Committee	Date of Council Approval
Created	External Affairs Board	

THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

POLITICAL POLICY STATEMENT

<i>Policy Number:</i>	<i>Effective Date:</i>	<i>Page</i> 1 <i>of</i> 1
	<i>Expiration Date:</i>	
<i>Responsibility for Policy:</i>	External Affairs Board	
<i>Subject Matter</i>	- <i>Category:</i>	POLITICAL POLICY (GENERAL)
	- <i>Specific:</i>	<i>Mandate of Students' Associations</i>
	- <i>Topic:</i>	

WHEREAS provincial legislation dictates the Students' Unions are empowered to promote the general welfare of students consistent with the purposes of the University;

AND WHEREAS the purposes of the University are nowhere explicitly defined;

AND WHEREAS the purposes of the University could be constructed to be the province of the Board of Governors;

AND WHEREAS the Students' Union needs to be autonomous from the Board of Governors in order to properly fulfill its mandate;

THEREFORE BE IT RESOLVED THAT the Students' Union believe that the requirement that its actions be consistent with the purposes of the University should be removed from the provincial legislation; and

BE IT FURTHER RESOLVED THAT the Students' Union believe that if this requirement is to remain within provincial legislation, the purposes of the University must be explicitly defined in provincial legislation.

Policy History:

Date	Board/Committee	Date of Council Approval
Created	External Affairs Board	

THE STUDENTS' UNION OF THE UNIVERSITY OF ALBERTA

POLITICAL POLICY STATEMENT

Policy Number:

Effective Date:

Page 1 of 1

Expiration Date:

Responsibility for Policy:

External Affairs Board

Subject Matter

- *Category:*

POLITICAL POLICY (GENERAL)

- *Specific:*

Fee Assessment

- *Topic:*

WHEREAS the establishment and approval of student fees are among the greatest of the Board of Governors' powers and among those most open to misuse;

AND WHEREAS student representation is assured on the Board of Governors;

BE IT RESOLVED THAT the University of Alberta Students' Union support a provincially legislated prohibition on the delegation of the establishment and approval of student fees away from the Board of Governors.

Policy History:

Date	Board/Committee	Date of Council Approval
Created	External Affairs Board	

Fee Assessment -7/8/2003